



LAKEHEAD REGION

CONSERVATION AUTHORITY

67th LRCA ANNUAL MEETING – 2021

DATE: Wednesday, January 27, 2021

PLACE: Lakehead Region Conservation Authority Boardroom

TIME: 4:30 p.m. via Microsoft Teams

AGENDA

1. **ADOPTION OF AGENDA**

Suggested Resolution:

“THAT: the Agenda be adopted as published.”

2. **DISCLOSURE OF INTEREST**

3. **MINUTES OF PREVIOUS MEETING – pages 1 to 8**

Attached are the Minutes of the Lakehead Region Conservation Authority Tenth Regular Meeting held on Wednesday, November 25, 2020.

Suggested Resolution:

“THAT: the Minutes of the Lakehead Region Conservation Authority Tenth Regular Meeting held on Wednesday, November 25, 2020 be adopted as published.”

4. ELECTION PROCEDURES

As outlined in the Administrative By-Law, the CAO will oversee the election of the Chair and Vice-Chair.

For your information, attached separately as **Appendix "A"** on cream-colored paper are the Election Procedures (Appendix C of Administrative By-Law, By-Law No. 1/2018). As the Province of Ontario has declared a State of Emergency, and issued a Stay-At-Home Order, the election will be held virtually. If voting is required, voting will be by electronic secret ballot using the Microsoft Teams platform.

Appearing below are the 2021 Authority Members as appointed by the respective Member Municipalities:

1. Grant Arnold, Township of Conmee
2. Joel Brown, Township of Dorion
3. Rudy Buitenhuis, Township of Gillies
4. Erwin Butikofer, Municipality of Neebing
5. Jim Vezina, Township of O'Connor
6. Allan Vis, Municipality of Oliver Paipoonge
7. Donna Blunt, Municipality of Shuniah
8. Umed Panu, City of Thunder Bay
9. Andrew Foulds, City of Thunder Bay
10. Andrea Goold, City of Thunder Bay
11. Trevor Giertuga, City of Thunder Bay

Per the Administrative By-law, the Chair, Vice-Chair and CAO are the signing officers and Conservation Ontario Council representatives until the 2022 Annual General Meeting.

5. ELECTION OF AUTHORITY CHAIR

The CAO, the Election Chair, will conduct the election of the Chair. The elected Chair will conduct the balance of the Meeting after the Vice-Chair election.

Suggested Resolution:

"THAT: the nominations for the position of Chair be closed."

If required, a motion will be brought forward to appoint scrutineers.

Suggested Resolutions:

"THAT: Mark Ambrose, Finance Manager and Ryan Mackett, Communications Manager be appointed as scrutineers of the Lakehead Region Conservation Authority 2021 elections."

“THAT: _____ is appointed as Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2022.

6. ELECTION OF AUTHORITY VICE-CHAIR

The CAO, the Election Chair, will conduct the election of the Vice-Chair.

Suggested Resolution:

“THAT: the nominations for the position of Vice-Chair be closed.”

Following the election of the Chair and Vice-Chair, a motion to destroy the ballots may be required.

Suggested Resolutions:

“THAT: _____ is appointed as Vice-Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2022.”

“THAT: the ballots of the 2021 Lakehead Region Conservation Authority annual election be destroyed.”

7. APPOINTMENT OF AUDITORS – 2021 – pages 9 to 11

Attached on pages 9 to 11 is Staff Report FIN-01-2021 related to the appointment of the Auditors for the year 2021.

Suggested Resolution:

“THAT: the audit firm of Grant Thornton Thunder Bay LLP is appointed as auditors of the Lakehead Region Conservation Authority for the year 2021.”

8. APPOINTMENT OF SOLICITORS – 2021 – pages 12 to 13

Attached on pages 12 to 13 is Staff Report FIN-02-2021 related to the appointment of Authority Solicitor for the year 2021.

Suggested Resolution:

“THAT: the legal firm of McKitricks is appointed as solicitors of the Lakehead Region Conservation Authority for the year 2021.”

9. APPOINTMENT OF AUTHORITY BANK – 2021 – pages 14 to 16

Attached on pages 14 to 16 is Staff Report FIN-03-2021 related to the appointment of the Authority Bank for the year 2021.

Suggested Resolution:

"THAT: the Royal Bank of Canada, Business Centre, is appointed as the bank with which the Lakehead Region Conservation Authority will conduct its financial business during 2021.

10. BORROWING RESOLUTION

Suggested Resolution:

"THAT: Whereas it may be necessary for the Lakehead Region Conservation Authority (herein under referred to as the "Authority") to borrow a sum not to exceed in the aggregate, Four Hundred Thousand Dollars (\$400,000) required for its purposes in the year 2021, until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities designated as such under the Conservation Authorities Act, R.S.O. 1990, Chapter C.27,

BE IT THEREFORE RESOLVED:

THAT: the Authority may borrow from a bank, the sum not to exceed in the aggregate Four Hundred Thousand Dollars (\$400,000) necessary for its purposes in the year 2021, on the promissory note or notes of the Authority until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities.

THAT: the Chair or Vice-Chair together with the Chief Administrative Officer of the Authority be and are hereby authorized to execute for and on behalf of the Authority a promissory note or notes for the sum to be borrowed under paragraph numbered 1 hereof and to affix thereto the corporate seal of the Authority.

THAT: the amount borrowed pursuant to this resolution is a charge upon the whole of the moneys received or to be received by the Authority by way of grants and when such moneys are received.

THAT: the Chair or the Vice-Chair or the Chief Administrative Officer of the Authority be and is hereby authorized and directed to apply in payment of the moneys borrowed pursuant to this resolution, together with interest thereon, all of the moneys received by the Authority by way of grants or sums received by the Authority from the participating municipalities."

11. IN-CAMERA AGENDA

No in-camera meeting will be held.

12. BUSINESS ARISING FROM PREVIOUS MINUTES – Appendix “B” and “C”

(a) File: Board Member Reference Manual

Attached as Appendix “B” is the Draft 2021 Directory. It is requested that any edits are brought forward at the meeting. The final version will be added to the Board Members Reference Manual (Board Member Binder Tab #1).

Attached as Appendix “C” is the 2021 Meeting Schedule and 12 Month Calendar of Events, which should be placed in Board Member Binder Tab #1.

(b) File: 2021 Budget and Levies

The CAO and Finance Manager attended the City of Thunder Bay Council Meeting on January 19, 2021 regarding the 2021 Operating Budget and Levy. No questions were asked of staff.

Levy notices have been mailed by registered mail to each Member Municipality with suggested payment dates of April 30, 2021.

Staff are currently working on preparing for the annual audit.

13. CORRESPONDENCE

None.

14. STAFF REPORTS – pages 17 to 66

Staff Report – 2020 Flood Forecasting and Warning Program

Attached on pages 17 to 22 is Staff Report FLFOR-01-2021, which summarizes the 2020 Flood Forecasting and Warning Program.

Suggested Resolution:

“THAT: Staff Report FLFOR-01-2021 be received.”

Staff Report – Plan Input and Review Summary

Attached on pages 23 to 28 is Staff Report PIR-01-2021, which summarizes the 2020 Plan Input and Review Program.

Suggested Resolution:

“THAT: Staff Report PIR-01-2021 be received.”

Staff Report – 2020 Development Regulations Summary

Attached on pages 29 to 33 is Staff Report DEVREG-01-2021, which summarizes the 2020 Development Regulations Program.

Suggested Resolution:

“THAT: Staff Report DEVREG-01-2021 be received.”

Staff Report – 2020 Neebing-McIntyre Floodway Summary

Attached on pages 34 to 48 is Staff Report NMFC-01-2021, which summarizes the Neebing-McIntyre Floodway Program in 2020.

Suggested Resolution:

“THAT: Staff Report NMFC-01-2021 be received.”

Staff Report – Digital Engagement – Website and Social Media Update

Attached on pages 49 to 52 is Staff Report COMREL-01-2021, which summarizes the LRCA’s website and social media activity during 2020.

Suggested Resolution:

“THAT: Staff Report COMREL-01-2021 be received for information.”

Staff Report – Strategic Plan Annual Report, January 2020 – December 2020

Attached on pages 53 to 63 is Staff Report STRAT-01-2021, which summarizes Strategic Plan accomplishments in 2020.

Suggested Resolution:

“THAT: Staff Report STRAT-01-2021 be received.”

Staff Report – 2020 Hazard Tree Removal

Attached on pages 64 to 66 is Staff Report LM-01-2021, which summarizes the 2020 Hazard Tree Program.

Suggested Resolution:

“THAT: Staff Report LM-01-2021 be received for information.”

15. CHIEF ADMINISTRATIVE OFFICER REPORT – pages 67 to 109

Attached on pages 67 to 68 are the monthly Treasurer’s Report for November and December’s Administration and Capital. Staff note that not all accounts receivable and payable information

is noted in the Treasurer's Report, as the information was not available at the time of agenda preparation. The final 2020 Treasurer's Report will be presented at the February meeting.

2020 Investment Summary

Attached on pages 69 to 71 is Staff Report FIN-04-2021 summarizing the Authority's 2020 investments.

Suggested Resolution

"THAT: the Staff Report FIN-04-2021 be received."

2020 Donation Summary

Attached on pages 72 to 76 is Staff Report FIN-05-2021 summarizing donations to the Authority in 2020. This summary report is provided annually to Board to summarize total donations from individuals and businesses throughout the year.

Suggested Resolution

"THAT: the Staff Report FIN-05-2021 be received."

LRCA COVID-19 Summary

Attached on pages 75 to 81 is Staff Report CORP-01-2021 which provides an update related to LRCA actions/response related to COVID-19 for the period of March 17, 2020 to January 15, 2021.

Suggested Resolution

"THAT: Staff Report CORP-01-2021 be received."

Bill 229, Schedule 6 – Approved Amendments to the *Conservation Authorities Act*

Attached on pages 82 to 109 is Staff Report CORP-02-2021 which summarizes Bill 229, Schedule 6 and the resulting amendments to the *Conservation Authorities Act* and implications to the LRCA.

Suggested Resolution

"THAT: Staff Report CORP-02-2021 be received."

16. PASSING OF ACCOUNTS

Resolution for the month of November 2020:

“THAT: having examined the accounts for the period of November 1, 2020 to November 30, 2020 cheque #2119 to #2140 for \$25,338.48 and preauthorized payments of \$89,156.10 for a total of \$114,494.58, we approve their payment.”

Resolution for the month of December 2020:

“THAT: having examined the accounts for the period of December 1, 2020 to December 31, 2020 cheque 2141 to #2161 for \$61,864.18 and preauthorized payments of \$93,695.04 for a total of \$155,559.22, we approve their payment.

17. REGULATORY ROLE – pages 110 to 115

Due to the meeting being held virtually, the circulation for the Plan Input and Review and approved Section 28 permit binders cannot be undertaken. Attached on pages 110 to 112 is the Plan Input and Review Summary for the period of November 2020 to January 20, 2021 and attached on pages 113 to 115 is a summary of Section 28 Permits issued in 2020, no permits have been issued in 2021.

18. PROJECTS UPDATE

2021 Conservation Dinner & Auction and Wine Tasting Fundraisers

Due to COVID-19 the 2021 Conservation Dinner & Auction and Wine Tasting Fundraiser have been cancelled.

Source Water Protection – Annual Report

The Municipality of Oliver Paipoonge and the Thunder Bay District Health Unit, which are the two implementing bodies of the Lakehead Source Protection Plan, have submitted their required Annual Report to staff (due February 1, 2021) to report on their progress in Source Protection Plan Implementation. The Reports will be provided to the Source Protection Authority after the next Source Protection Committee Meeting, which will be held in March. Staff are beginning to work on the sixth annual report from the Source Protection Authority due to the Ministry of Environment Conservation and Parks by May 1, 2021. A draft report will be provided to the Board in April during a Source Protection Authority Meeting.

Fisherman’s Park West – Shoreline and Habitat Restoration Concept Plan for Public Input

This month, the LRCA will be posting the proposed shoreline and habitat restoration concept plan for the Fisherman’s Park West project for public review and comment on the City of Thunder

Bay's 'Get Involved' website (<https://getinvolvedthunderbay.ca>). The overall goal of the project is to restore the park by returning the area to a more naturalized condition by planting trees, shrubs, and flowers that are native to our region. The proposed shoreline and habitat restoration concept plan, as well as the pollinator habitat concept plan, will be posted for public feedback until February 12, 2021.

19. NEW BUSINESS.

20. NEXT MEETING

The next meeting will be held on Wednesday, February 24, 2021, starting at 4:30 p.m.

21. AJOURNMENT

Suggested Resolution:

“THAT: the time being _____ p.m. AND FURTHER THAT there being no further business we adjourn.”

2021 EVENTS/MEETINGS

Wednesday, February 24, 2021	LRCA Board Meeting
March 22-26, 2021	Spring Water Awareness Program
Wednesday, March 31, 2021	LRCA Board Meeting
April 19-23, 2021	Watershed Connections Program
Wednesday, April 28, 2021	LRCA Board Meeting
May 3-7, 2021	Arbour Week
Thursday, May 20, 2021	Living Classroom Program
Wednesday, May 26, 2021	LRCA Board Meeting
May 29-30, 2021	Dorion Birding Festival
June 8-10, 2021	Lakehead Children's Water Festival
Thursday, June 17, 2021	Spring Photography Workshop (Living Classroom Program)

Thursday, June 24, 2021	Living Classroom Program
Wednesday, June 30, 2021	LRCA Board Meeting
Sunday, July 18, 2021	Hazelwood Lake Family Fun Day
Thursday, July 22, 2021	Living Classroom Program
Wednesday, August 25, 2021	LRCA Board Meeting
Thursday, August 26, 2021	Living Classroom Program
Saturday, August 28, 2021	Silver Harbour Day
Sunday, September 12, 2021	Fall Mushroom Hike
Thursday, September 16, 2021	Living Classroom Program
Wednesday, September 29, 2021	LRCA Board Meeting
Thursday, September 30, 2021	Fall Photography Workshop (Living Classroom Program)
Saturday, October 2, 2021	Fall Waterfowl Viewing Day
Thursday, October 7, 2021	Living Classroom Program
Wednesday, October 27, 2021	LRCA Board Meeting
Wednesday, November 24, 2021	LRCA Board Meeting
Thursday, December 9, 2021	Holiday Gathering

****All events are tentative and are subject to current COVID-19 restrictions.**



LAKEHEAD REGION CONSERVATION AUTHORITY

Minutes of the Ninth Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, November 25, 2020, via Microsoft Teams. The Chair called the Meeting to order at 4:30 p.m.

PRESENT: Donna Blunt, Chair
Grant Arnold, Vice-Chair
Joel Brown
Rudy Buitenhuis
Erwin Butikofer
Andrew Foulds
Trevor Giertuga
Andrea Goold
Umed Panu
Allan Vis

REGRETS: Jim Vezina

ALSO PRESENT: Tammy Cook, Chief Administrative Officer
Mark Ambrose, Finance Manager
Gail Willis, Watershed Manager
Ryan Mackett, Communications Manager
Ryne Gilliam, Lands Manager
Melanie O'Riley, Receptionist/Admin Clerk, recorder of Minutes

1. ADOPTION OF AGENDA

Resolution #92/20

Moved by Grant Arnold, Seconded by Joel Brown

“THAT: the Agenda is adopted as published.” CARRIED.

2. DISCLOSURE OF INTEREST

None.

3. MINUTES OF PREVIOUS MEETING

Resolution #93/20

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

“THAT: the Minutes of the Lakehead Region Conservation Authority Eighth Regular Meeting held on Wednesday, October 28, 2020 be adopted as published.” CARRIED.

4. IN-CAMERA AGENDA

An In-Camera session was not held.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

(a) File: Conservation Area Payment Recommendations for Board Consideration

Members reviewed and discussed Staff Report CONAREA-03-2020 related to increasing the generation of revenue at Conservation Areas and Forest Management properties.

Resolution #94/20

Moved by Andrew Foulds, Seconded by Trevor Giertuga

“THAT: Staff Report CONAREA-03-2020 be received.” CARRIED.

Resolution #95/20

Moved by Andrea Goold, Seconded by Umed Panu

“THAT: effective January 1, 2021, parking/day-use permit fees for Conservation Areas and publicly-accessible Forest Management Properties are \$5.00 per vehicle AND FURTHER THAT the Explore Card Parking Pass is \$40.00 +HST.” CARRIED.

Resolution #96/20

Moved by Joel Brown, Seconded by Allan Vis

“THAT: effective January 1, 2021, in an effort to increase the generation of revenue to offset required municipal levy to operate Conservation Areas, the LRCA will engage in an aggressive public outreach and education program to educate the public regarding the parking fee and the importance of paying the fee.” CARRIED.

Resolution #97/20

Moved by Grant Arnold, Seconded by Joel Brown

“THAT: in an effort to reduce municipal levy required to support the operation of Conservation Areas, pay and display units will be installed in 2021 at Cascades and Mission Island Marsh Conservation Areas AND FURTHER THAT in conjunction with the installation, enforcement of payment of the parking fee will commence AND FURTHER THAT the three existing coin boxes at those areas be re-deployed at Little Trout Bay Conservation Area, Mills Block Forest and Wishart Forest.” CARRIED.

Resolution #98/20

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

“THAT: staff are directed to provide a Staff Report to the Board of Directors in 2022 providing options for consideration to increase the generation of revenue at all Conservation Areas and publicly accessible Forest Management properties.” CARRIED.

(b) File: 2021 Budget and Levy

Members reviewed and discussed the 2021 Budget and Levy.

Resolution #99/20

Moved by Andrew Foulds, Seconded by Trevor Giertuga

“THAT: the Lakehead Region Conservation Authority adopts the non-matching levy of \$1,517,462 AND FURTHER THAT all member municipalities are designated as benefitting and pay \$880,574 AND FURTHER THAT the City of Thunder Bay is designated as the sole-benefitting municipality for maintaining floodplain mapping, Neebing-McIntyre Floodway and Kaministiquia River erosion and pays \$636,888 AND FURTHER THAT each member municipality is to be advised of their apportionment of the non-matching levy.” CARRIED.

Non-Matching Funds Levy Portion - Weighed Recorded Vote Results:

Municipality	Member	Vote %	Vote
Conmee	Grant Arnold	1.54%	Yes
Dorion	Joel Brown	1.03%	Yes
Gillies	Rudy Buitenhuis	0.88%	Yes
Neebing	Erwin Butikofer	7.87%	Yes
O'Connor	Jim Vezina	1.65%	Absent
Oliver Paipoonge	Allan Vis	19.30%	Yes
Shuniah	Donna Blunt	17.73%	Yes
Thunder Bay	Andrew Foulds	12.50%	Yes
Thunder Bay	Trevor Giertuga	12.50%	Yes
Thunder Bay	Umed Panu	12.50%	Yes
Thunder Bay	Andrea Goold	12.50%	Yes

Resolution #100/20

Moved by Andrea Goold, Seconded by Umed Panu

“THAT: the Lakehead Region Conservation Authority adopts the matching levy of \$150,940 AND FURTHER THAT all member municipalities are designated as benefitting AND FURTHER THAT each member municipality is to be advised of their apportionment of the matching levy.” CARRIED.

Resolution #101/20

Moved by Umed Panu, Seconded by Allan Vis

“THAT: in 2021 the following will be appropriated from the following reserves: Vehicle and Equipment Reserve \$1,400; Conservation Area Major Maintenance Capital Reserve \$45,496; Hazelwood Lake Dam Reserve \$100,000; and Forest Management Reserve \$1,619.” CARRIED.

Resolution #102/20

Moved by Grant Arnold, Seconded by Joel Brown

“THAT: the Lakehead Region Conservation Authority adopts the 2021 Budget Document, Version 2.0 for a total budget of \$2,620,547.” CARRIED.

6. CORRESPONDENCE

(a) File: 2019/20 Lakehead University – Arthur Shewchuk Memorial Bursary

Members were advised that the recipient of the 2019/2020 Lakehead University – Arthur Shewchuk Memorial Bursary was Hannah Aalto, who is enrolled in the HBSc (Applied Life Sciences) with specialization in Biomedical Sciences program.

(b) File: Lakehead Conservation Foundation Membership

Members reviewed and discussed correspondence received from Mr. Dave Gibbs, requesting to join the Lakehead Conservation Foundation.

Resolution #103/20

Moved by Erwin Butikofer, Seconded by Rudy Buitenhuis

“THAT: Mr. Dave Gibbs be nominated to the Lakehead Conservation Foundation.” CARRIED.

(c) File: Conservation Ontario Council

Correspondence received from Mr. Dave Turton, Chair, Maitland Conservation related to voting delegates and alternates on Conservation Ontario Council was noted.

7. STAFF REPORTS

Members reviewed and discussed Staff Report LM-06-2020 outlining the 2020 field maintenance season.

Resolution #104/20

Moved by Trevor Giertuga, Seconded by Andrew Foulds

“THAT: Staff Report LM-06-2020 be received for information.” CARRIED.

Members reviewed and discussed Staff Report CORP-08-2020 related to the LRCA’s successful funding application with MNRF regarding the LRCA’s Stewardship Program.

Resolution #105/20

Moved by Umed Panu, Seconded by Allan Vis

“THAT: Staff Report No. CORP-08-2020 be received AND FURTHER THAT the CAO and the Chair are authorized to enter into a Transfer Payment Agreement with the Ministry of Natural Resources and Forestry for the Wetland and Shoreline Protection Project.” CARRIED.

Members reviewed and discussed Staff Report CORP-09-2020 related to LRCA’s application to the MECP’s Great Lakes Local Action Fund.

Resolution #106/20

Moved by Allan Vis, Seconded by Andrea Goold

“THAT: The Board of Director’s support the Lakehead Region Conservation Authority’s applications to the Ministry of Environment, Conservation and Parks’ Great Lakes Local Action Fund AND FURTHER THAT if the application is successful the CAO and the Chair are authorized to enter into a Transfer Payment Agreement for the Fisherman’s Climate Change Awareness Park Project and the Mountdale Climate Change Awareness Park Project.” CARRIED.

Members reviewed and discussed Staff Report CORP-11-2020 related to LRCA’s project proposal to the MMAH’s National Disaster Mitigation Program – Intake 6 Funding.

Resolution #107/20

Moved by Joel Brown, Seconded by Grant Arnold

“THAT: The Board of Director’s support the Lakehead Region Conservation Authority’s project proposal to the Ministry of Municipal Affairs and Housing National Disaster Mitigation Program - Intake 6 Funding AND FURTHER THAT if the project proposal is successful the CAO and the Chair are authorized to enter into a Transfer Payment Agreement for the Flood Prediction Model Project.” CARRIED.

8. CHIEF ADMINISTRATIVE OFFICER REPORT

Members were provided with the monthly Treasurer's Report for October's Administration and Capital.

Members reviewed and discussed Staff Report CORP-10-2020 related to proposed changes to the *Conservation Authorities Act* contained in Schedule 6 of Bill 229.

On November 5, 2020, within Bill 229, Schedule 6, the Province introduced a number of changes to the *Conservation Authorities Act* (CA Act) and the *Planning Act* that significantly either limit or completely change the role of Conservation Authorities to protect Ontario's environment and ensure people and property are safe from natural hazards. The changes are expected to result in delays and red tape around permitting and planning applications and appeals; resulting in a significant gap in the land use planning system; and remove the Member Municipalities ability to appoint citizen appointees to the Board, determine by election of length of the term of the Board's elected Chair; as well as a variety of other changes.

Staff encouraged all Member Municipalities to pass resolutions supporting the removal of Schedule 6 from Bill 229 and sending correspondence to the Premier of Ontario and Ministers of Environment, Conservation and Parks, Natural Resources and Forestry, Finance, and Municipal Affairs and Housing advising of the Board's support of the removal of Schedule 6 from Bill 229.

It was noted at the time of the Meeting the Township of O'Connor, Municipality of Neebing, City of Thunder Bay and Municipality of Shuniah had or were considering passing supporting resolutions.

Resolution #108/20

Moved by Trevor Giertuga, Seconded by Joel Brown

"WHEREAS the Province has introduced Bill 229, Protect, Support and Recover from COVID-19 Act – Schedule 6 – Conservation Authorities Act;

AND WHEREAS the proposed changes will limit Conservation Authorities ability to ensure people and property are protected from natural hazards and result in short- and long-term negative impacts to the environment;

***THEREFORE BE IT RESOLVED THAT** the Lakehead Region Conservation Authority Board of Directors request the removal of Schedule 6 from Bill 229, and that a copy of this resolution be forwarded to Premier Doug Ford, Judith Monteith Farrell MPP, Michael Gravelle MPP, and Ministers of Environment Conservation and Parks, Natural Resources and Forestry, Municipal Affairs and Housing and Finance and all Member Municipalities of the Lakehead Region Conservation Authority."* **CARRIED.**

Resolution #109/20

Moved by Erwin Butikofer, Seconded by Andrew Foulds

"THAT: the Chief Administrative Officer is authorized to transfer funds within the 2020 budget AND FURTHER THAT the revised Treasurer's Report will be presented at the Annual Meeting."
CARRIED.

Resolution #110/20

Moved by Allan Vis, Seconded by Andrea Goid

"THAT: the Chief Administrative Officer is authorized to transfer unexpended funds to project balances where required AND FURTHER THAT this is required to facilitate the preparation of the 2020 financial statements." **CARRIED.**

Members were provided with the 2021 Meeting Agenda format. It was noted that the 2021 Annual Meeting will be held on Wednesday, January 27, 2021 starting at 4:30 p.m.

9. PASSING OF ACCOUNTS**Resolution #111/20**

Moved by Umed Panu, Seconded by Grant Arnold

"THAT: having examined the accounts for the period of October 1, 2020 to October 31, 2020 cheque #2095 to #2118 for \$84,190.82 and preauthorized payments of \$145,294.98 for a total of \$229,485.80, we approve their payment." **CARRIED.**

10. REGULATORY ROLE

Members were provided with the Plan Input and Review Summary for the period of October to November 18, 2020 and a summary of Section 28 Permits issued in 2020 to date.

11. PROJECTS UPDATE

Members were advised that the LRCA was successful in becoming a semi-finalist for the \$5,000.00 Tbaytel For Good grant, which is the voting round for the funding program. A total of five semi-finalists are eligible to receive one of two available \$5,000.00 grants.

It was noted that the Communications Manager participated in the Conservation Areas Workshop virtually and gave a virtual site tour of the Lakehead Region Conservation Authority's Conservation Areas.

It was noted that the 2021 LRCA Fundraising Calendars were received.

It was noted that all the LRCA's education programs have been completed for 2020. It was estimated that 493 participants took part in the programs, school field trips and workshops, with an additional 2,028 participants participating via a virtual format.

Due to COVID-19, Hill's Greenhouses has informed the LRCA that they would not be able to supply seedlings for the LRCA 2021 tree seedling program; therefore, the program has been cancelled for 2021.

It was noted that the Lake Superior water levels continue to be above average. A Shoreline Condition Statement remains in effect due to the high levels.

It was noted that Staff have begun the annual snow surveys, which are completed twice a month from November until May at three historical snow survey locations Hazelwood, Pennock Creek (off Vibert Road) and McVicar Creek.

It was noted that as part of the Riparian/Nearshore Wildlife Habitat Project staff have held a series of virtual meetings with interactive activities and tools for stakeholders to help prioritize reduced/degraded wildlife habitat areas in Thunder Bay's Area of Concern. The next phase of the project will be to compile stakeholder feedback and provide recommendations for higher priority sites to enhance, restore and create wildlife habitat within the Area of Concern.

12. NEW BUSINESS.

None.

13. NEXT MEETING

The Annual Meeting will be held on Wednesday, January 27, 2021, starting at 4:30 p.m.

14. ADJOURNMENT

Resolution #112/20

Moved by Erwin Butikofer, Seconded by Joel Brown

"THAT: the time being 5:39 p.m. AND FURTHER THAT there being no further business we adjourn." CARRIED.

Chair

Chief Administrative Officer



LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	FINANCE	REPORT NO.	FIN-01-2021
DATE PREPARED	January 4, 2021	FILE NO.	
MEETING DATE	January 27, 2021		
SUBJECT	Appointment of Auditors		

RECOMMENDATION

“THAT: the audit firm of Grant Thornton Thunder Bay LLP is appointed as auditors of the Lakehead Region Conservation Authority for the year 2021.”

LINK TO STRATEGIC PLAN (2018-2022)

Govern and Enhance:

- *Optimize organizational performance through policy, and measurable actions to improve accountability and transparency.*
- *Build a resilient financial model based on capacity, capabilities and transparency.*

EXECUTIVE SUMMARY

It is the opinion of the CAO that Grant Thornton Thunder Bay LLP provided adequate service in 2020 and are therefore recommended to continue to provide audit services in 2021.

DISCUSSION

Per the approved Policy related to the annual appointment of the Auditor, the CAO is to provide a summary report to the Board at the January meeting related to the services received in the previous year and to provide a recommendation related to continuing with their service.

In 2020, Grant Thornton Thunder Bay LLP provided audit services. Annually a senior representative of the firm attends the Authority Meeting when the respective year Audited Financial Statements are presented to the Board.

All services provided in 2020 were considered to have been provided in a very competent professional manner.

Total fees paid to the firm in 2020 included (exclusive of HST):

Fees Paid	2020	2019	2018
Audit Fees	\$12,618.24	\$10,975.43	\$8,926.39
Total	\$12,618.24	\$10,975.43	\$8,926.39

Grant Thornton has reported that fees have increased from 2019 due mainly to one-time COVID-19 related setup costs and extra audit work required due to COVID-19 as well as the yearly 4% fee increase.

Per the approved Policy, this report has been provided to Grant Thornton Thunder Bay LLP.

FINANCIAL IMPLICATIONS

Anticipated audit fees for 2021 have been included in the draft 2021 Budget.

CONCLUSION

Grant Thornton Thunder Bay LLP provided adequate service in 2020 and are recommended by the CAO to provide continuing service in 2021.

BACKGROUND

In 2000, the Authority adopted the Policy entitled "Lakehead Region Conservation Authority Policy for the retaining of the following corporate services: solicitor, auditor and bank" per resolution #111/00 which outlines the procedure for the respective appointments.

The auditor portion of the Policy reads as follows:

At the Annual Meeting of the Authority, which is generally held the fourth Wednesday in January, a motion to adopt the auditor is obtained. The firm of Ernst & Young LLP has ably served the Authority for several years.

On an annual basis, the General Manager/Secretary-Treasurer will submit a report to the Board relative to audit services performed by our Auditor. The purpose of the Report will be to update the Board on the performance of the Auditor and any other related matters. The Auditor would be provided with a copy of the Staff Report.

If the current Audit Firm's services were no longer being recommended, then they would be permitted to present their views to the Board, if they so wished.

If the Board is dissatisfied with the services of the Auditor, then by motion, proposals for the service of Authority Auditor will be requested. The current incumbent would not be eligible to submit a proposal.

REFERENCE MATERIAL ATTACHED

None

PREPARED BY: Tammy Cook, CAO

REVIEWED BY: Mark Ambrose, Finance Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE:</p> <p><i>Jan 14, 2021</i></p>
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LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	FINANCE	REPORT NO.	FIN-02-2021
DATE PREPARED	January 4, 2021	FILE NO.	
MEETING DATE	January 27, 2021		
SUBJECT	Appointment of Solicitors		

RECOMMENDATION

“THAT: the legal firm of McKitricks is appointed as solicitors of the Lakehead Region Conservation Authority for the year 2021.”

EXECUTIVE SUMMARY

It is the opinion of the CAO that McKitricks provided excellent legal service in 2020 and are therefore recommended to continue to provide legal services in 2021.

DISCUSSION

Per the approved Policy related to the annual appointment of the Solicitor, the CAO is to provide a summary report to the Board at the January meeting related to the services received in the previous year and to provide a recommendation related to continuing with their service.

The legal firm of McKitricks has provided timely, professional and knowledgeable legal advice to the Lakehead Region Conservation Authority in excess of 30 years. By having a long-standing arrangement with a legal firm, it ensures familiarity with our organization, regulations, mandate and objectives.

Legal services provided in 2020 included:

- Drafting of Indemnification By-Law
- Routine legal advice

Total fees paid to the firm in 2020 included:

	2020	2019	2018
Fees and Disbursements	\$4,968.74	\$10,601.30	\$56,107.33

**exclusive of HST

2018/2019 include Ward case costs related to Section 28 Regulations.

Per the approved Policy, this report has been provided to the Solicitor.

FINANCIAL IMPLICATIONS

Anticipated legal fees have been incorporated in the draft 2021 budget.

CONCLUSION

McKitricks provided excellent legal service in 2020 and are recommended by the CAO to provide continuing service in 2021.

BACKGROUND

In 2000, the Authority adopted the Policy entitled "Lakehead Region Conservation Authority Policy for the retaining of the following corporate services: solicitor, auditor and bank" per resolution #111/00 which outlines the procedure for the respective appointments.

The solicitor portion of the policy reads as follows:

At the Annual Meeting of the Authority, which is generally held the fourth Wednesday in January, a motion to adopt the Solicitor is obtained. The firm of McKitricks has ably served the Authority for several years.

On an annual basis, the General Manager/Secretary-Treasurer will submit a report to the Board relative to legal services performed by our Solicitor. The purpose of the Report will be to update the Board on the performance of the Solicitor and any other related matters. The Solicitor would be provided with a copy of the Staff Report.

If the current legal services were no longer being recommended, then they would be permitted to present their views to the Board, if they so wished.

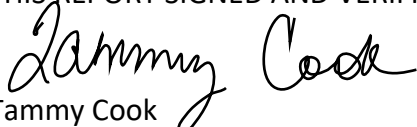
If the Board is dissatisfied with the services of the Solicitor, then by motion, proposals for the service of Authority Solicitor will be requested. The current incumbent would not be eligible to submit a proposal.

REFERENCE MATERIAL ATTACHED

None

PREPARED BY: Tammy Cook, CAO

REVIEWED BY: Mark Ambrose, Finance Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p>  <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE:</p> <p>Jan 14 / 2021</p>
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LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	FINANCE	REPORT NO.	FIN-03-2021
DATE PREPARED	January 4, 2021	FILE NO.	
MEETING DATE	January 27, 2021		
SUBJECT	Appointment of Authority Bank		

RECOMMENDATION

“THAT: the Royal Bank of Canada, Business Centre is appointed as the bank with which the Lakehead Region Conservation Authority will conduct its financial business during 2021.”

LINK TO STRATEGIC PLAN (2018-2022)

Govern and Enhance:

- *Optimize organizational performance through policy, and measurable actions to improve accountability and transparency.*
- *Build a resilient financial model based on capacity, capabilities and transparency.*

EXECUTIVE SUMMARY

It is the opinion of the CAO that the Royal Bank of Canada provided adequate service during 2020 and are therefore recommended to continue to provide banking services in 2021.

DISCUSSION

Per the approved Policy related to the annual appointment of the Authority Bank, the CAO is to provide a summary report to the Board at the January meeting related to the services received in the previous year and to provide a recommendation related to continuing with their service.

The Royal Bank of Canada (RBC) provided banking services to the Lakehead Region Conservation Authority in 2020 including:

- Main banking account
- 5-VISA cards (CAO, Field Operations Supervisor, Community Relations, Watershed Manager, Administration/Receptionist Clerk)
- Group RRSP provider
- Tax Free Savings Account provider (optional service for staff)
- Due to COVID-19 the annual meeting with staff (optional) at LRCA office to review individual financial health and review investment options did not occur.

Service provided was considered to be very adequate, with all levels of service provided in a timely, efficient and courteous manner.

On-line services provided by RBC are also considered to be very adequate, with more and more banking conducted on-line including payroll, RRSP contributions and Pre-authorized payments for utilities. VISA payments are processed automatically, with an automatic withdrawal from the account. VISA purchases accumulate VISA points, which are typically redeemed for gift cards.

Fees and interest earned in 2020 included:

	2020	2019	2018
Banking and Visa Fees	\$3,198.89	\$3,336.71	\$3,858.37
Interest Earned	\$18,189.70	\$39,447.58	\$73,518.95

It is noted that the Authority's investments were moved out of GICs in 2018 to a high interest savings account with the One Investment Program. COVID-19 impacted interest earned in 2020.

Per the approved Policy, this report has been provided to RBC.

FINANCIAL IMPLICATIONS

All banking fees and anticipated interest earnings are incorporated into the draft 2021 budget.

CONCLUSION

The Royal Bank of Canada provided adequate service in 2020 and are recommended by the CAO to provide continuing service in 2021.

BACKGROUND

In 2000, the Authority adopted the Policy entitled "Lakehead Region Conservation Authority Policy for the retaining of the following corporate services: solicitor, auditor and bank" per resolution #111/00 which outlines the procedure for the respective appointments.

The bank portion of the policy reads as follows:

At the Annual Meeting of the Authority, which is generally held the fourth Wednesday in January, a motion to adopt the Bank is obtained. The Royal Bank has ably served in this capacity for several years.

On an annual basis, the General Manager/Secretary-Treasurer will submit a report to the Board relative to audit services performed by our Bank. The purpose of the Report will be to update the Board on the performance of the Bank and any other related matters. The Bank would be provided with a copy of the Staff Report.

If the current Bank's services were no longer being recommended, then they would be permitted to present their views to the Board, if they so wished.

If the Board is dissatisfied with the services of the Bank, then by motion, proposals for the service of Authority Bank will be requested. The current incumbent would not be eligible to submit a proposal.

REFERENCE MATERIAL ATTACHED

None

PREPARED BY: Tammy Cook, CAO

REVIEWED BY: Mark Ambrose, Finance Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE:</p> <p><i>Jan 14, 2021</i></p>
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LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	Flood Forecasting	REPORT NO.	FLFOR-01-2021
DATE PREPARED	January 8, 2021	FILE NO.	20-10-4
MEETING DATE	January 27, 2021		
SUBJECT	2020 Flood Forecasting and Warning Program Summary		

RECOMMENDATION

“THAT: the Staff Report FLFOR-01-2021 be received.”

LINK TO STRATEGIC PLAN

Links to the Strategic Plan (2018 – 2022):

Conserve & Sustain:

- *Optimize decision-making by sharing data and knowledge.*

Protect and Support:

- *Increase awareness of the impacts of floods and hazards and the importance of mitigation.*
- *Demonstrate effective land-use planning and emergency flood management through a collaborative approach.*
- *Align watershed decision-making with stakeholders outside of the jurisdiction.*

EXECUTIVE SUMMARY

In 2020, the Flood Forecasting and Warning Program included updating both the internal and external Flood Warning System, participating in OPG’s Kam River Dam Safety Program. The annual Spring Melt Meeting was not held in person due to COVID-19; however, the 2020 Spring Melt Meeting presentation was provided through email to flood forecasting partners and Member Municipalities.

During the year, the LRCA issued several flood messages/message updates including: one Flood Outlook Watershed Condition Statement, eight Lake Superior Shoreline Condition Statements, and three Lake Superior Flood Watch Statements.

Above average high-water levels on Lake Superior remained throughout the year. No flood event occurred in 2020.

DISCUSSION

As part of the Flood Forecasting and Warning Program, staff conduct daily monitoring of the weather and streamflow conditions and when warranted issue Flood Messages to our Member Municipalities, media and affected organizations. Additionally, a Flood Warning System binder for both internal and external users is maintained. Staff participate in OPG's Kaministiquia River Dam Safety Program. Staff hold a Spring Melt Meeting annually with our partners in the Flood Forecasting Program.

Flood Warning System Binder

In 2020, the Flood Warning System binder annual update was completed. Internal and External copy holders were provided with updates to the following sections:

Internal Copy Holders:

- Appendix A – Plan Holders
- Appendix C – Contact Booklet
- Appendix D – LRCA Duty Roster
- Appendix F - Flood Warning Call Out
- Appendix G – Collecting Stream/Precipitation Gauge Data
- Appendix H – Gauge Return Period Summary Table
- Appendix N – Staff Gauge Records
- Appendix Q – Distribution Instructions for Issuing a Flood Message
- Appendix U – OPG Dam Safety Emergency Preparedness and Response Plans

External Copy Holders:

- Appendix A – Plan Holders
- Appendix C – Contact Booklet
- Appendix D – LRCA Duty Roster
- Appendix E – Flood Watch Call Out
- Appendix F – Flood Warning Call Out

Board members can access an electronic version of the Flood Warning System on the LRCA website Members only page.

OPG Kam River Dam Safety Program

No Kaministiquia River OPG Dam Safety Emergencies were declared in 2020. Staff virtually attended the annual Dam Safety and Emergency Preparedness and Response Plan Meeting on August 13, 2020 and participated in a call test on May 12, 2020.

Spring Melt Meeting

Due to the COVID-19 pandemic, the Authority held the 32nd Annual Spring Melt Meeting remotely by sending a digital presentation to flood warning system partners on April 2, 2020 via email. The presentation was sent to forty-four people from the Municipalities of Neebing, Shuniah, and Oliver Paipooonge, the City of Thunder Bay, Townships of Conmee, O'Connor, Dorion and Gillies, Ontario Power Generation, Fort William Historical Park, the Ministry of Transportation, the Ministry of Natural Resources and Forestry, the Ministry of Environment, Conservation and Parks, and staff from the LRCA.

Subsequently, the 2020 Flood Warning Contact Booklet and Flood Forecasting Binder updates were mailed to the partners and all Member Municipality Clerks.

Issued Flood Messages

In 2020, there were no significant flood events in the LRCA area of jurisdiction. A total of two Watershed Conditions Statements were issued by the Provincial Surface Water Monitoring Centre (SWMC) for the LRCA jurisdiction, and one local Watershed Conditions Statement – Flood Outlook message was issued by the LRCA. Three Flood Watch messages were issued by the SWMC for the LRCA jurisdiction.

The message released by the LRCA in March was related to a precipitation event during snowmelt, and the other messages released by the SWMC and the LRCA were related to high water levels on Lake Superior. All months during 2020 were well above the long-term mean lake water level (1918-2019) for Lake Superior. High lake levels resulted in extensive shoreline erosion, which resulted in an increase in Section 28 permits issued from the LRCA.

In April 2020, the Ministry of Natural Resources and Forestry (MRNF) with the Provincial Flood Forecasting and Warning Committee proposed an adaptation to the standardized messaging for the Great Lakes. The use of the term “Watershed” was replaced with “Shoreline” for messaging related to the Great Lakes and only to the lowest severity message (Watershed Conditions Statement) in order to reduce confusion.

As such, starting in May 2020 the local flood message released by the LRCA related to high water levels on Lake Superior was named ‘Shoreline Condition Statement – Lake Superior (High) Static Water Level’.

The following table summarizes the Flood Messages received and distributed in 2020.

Flood Message Type	Provincial Messages received from the Provincial Surface Water Monitoring Centre within the LRCA Area of Jurisdiction	Local Flood Messages released by the LRCA within the LRCA Area of Jurisdiction
Watershed Conditions Statement	March 23, 2020 April 1, 2020	March 27, 2020 – Flood Outlook
Shoreline Conditions Statement – Lake Superior	May 5, 2020 June 5, 2020	May 13, 2020 June 4, 2020 July 7, 2020 August 10, 2020 September 4, 2020 October 8, 2020 November 13, 2020 December 17, 2020
Flood Watch – Lake Superior	July 8, 2020 August 11, 2020 September 3, 2020 September 4, 2020 November 11, 2020	February 12, 2020 March 17, 2020 – Update April 8, 2020 – Update
Flood Watch	June 8, 2020 June 10, 2020 – Update August 14, 2020	
Flood Warning		

FINANCIAL IMPLICATIONS

The Flood Forecast and Warning Program is included in the Annual Budget. Partial funding for this program comes from the provincial Section 39 Transfer Payment.

CONCLUSION

In 2020, staff continued to administer the Flood Warning System including sending a remote annual spring melt presentation by email, participating in the OPG Kaministiquia River Dam Safety Program, and issuing flood messaging. Flood messages issued in 2020 included:

- one Flood Outlook Watershed Condition Statement,
- eight Shoreline Condition Statements, and
- three Lake Superior Shoreline Flood Watch Messages.

BACKGROUND

The Flood Forecasting and Warning System includes procedures undertaken by the LRCA to reduce this risk of loss of life and property damage due to flooding. The LRCA monitors daily watershed conditions which help to provide advance warning of high-water levels, and in times of drought, low water levels. Depending on the severity of the weather and how high the water levels are, a Watershed Conditions Statement (Water Safety or Flood Outlook), Flood Watch or Flood Warning is issued to our Member Municipalities, emergency staff and the local media. This includes development and implementation of a comprehensive system developed to guide and implement Flood Forecasting and Warning activities, to effectively manage flood control structures and to provide guidance during the response to a flood.

Annual measures include:

- Operation and maintenance of stream flow gauges and precipitation gauges
- Snow surveys
- Spring Melt Meeting with Member Municipalities and applicable agencies
- Maintaining Flood Forecasting and Warning System Manual
- Monitor weather conditions 365 days per year
- Issue Flood Messaging as warranted
- Attend the annual Provincial Flood Forecasting Workshop
- Collect streamflow and precipitation data (partnership with Water Survey of Canada)
- Facilitate the CoCoRaHS program (volunteer based precipitation monitoring program)
- Participate in Ontario Power Generation Kaministiquia River Dam Safety Emergency Preparedness and Response Plan

In 2017, the LRCA obtained new software called Waters Information System by Kisters (WISKI) that is utilized to collect real-time streamflow and precipitation data. This system is essential for the LRCA when administering our Flood Forecasting and Warning program as it provided access to streamflow data during flood events from wherever there is an internet connection. The WISKI software package also includes an Alarm Manager, which notifies the LRCA when stream levels at a gauge station reaches a warning level.

REFERENCE MATERIAL ATTACHED

None.

PREPARED BY: Gail Willis, Watershed Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE:</p> <p><i>Jan 15, 2021</i></p>
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LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	Plan Input and Review	REPORT NO.	PIR-01-2021
DATE PREPARED	January 15, 2021	FILE NO.	11-6-3
MEETING DATE	January 27, 2021		
SUBJECT	2020 Plan Input and Review Summary		

RECOMMENDATION

“THAT: Staff Report PIR-01-2021 be received.”

LINK TO STRATEGIC PLAN

Links to the Strategic Plan (2018 – 2022):

Protect and Support:

- *Increase awareness of the impacts of floods and hazards and the importance of mitigation.*
- *Demonstrate effective land-use planning and emergency flood management through a collaborative approach.*
- *Evaluate the priorities for the protection and management of wetlands and natural heritage features.*

EXECUTIVE SUMMARY

In 2020, a total of 242 Plan Input and Review comments were provided by LRCA staff, which is lower than the 10-year average. Comments were provided on the following planning applications: 32 Official Plan/Zoning By-Law Amendments, 1 Comprehensive Official Plan Review (Dorion), 119 Consents and Minor Variances, 3 Plans of Subdivision/Campgrounds, 3 clearance letters, 29 Realty Services requests, 29 Lawyer requests and 26 Letters of Opinion.

The 29 lawyer requests in 2020 generated a revenue of \$2,900.00 (\$100.00 per review). Fees are not charged to applicants to process individual Plan Input and Review comments, as the cost for this service is included in the LRCA levy to Municipalities. Official Plan Comprehensive Review is partially funded by the MNRF Section 39 Transfer Payment, when applicable. In 2020, a plan was implemented to transition the Plan Input and Review Program to a fee for service funding model. Memorandums of Understandings were executed with all member Municipalities and the Lakehead Rural Planning Board. Plan Input and Review User Fees came into effect January 1, 2021.

DISCUSSION

In 2020, the Ontario government updated the Provincial Policy Statement (PPS) to support goals related to increasing housing, supporting jobs, and reducing red tape. LRCA has the delegated responsibility to review planning documents and applications on behalf of the Province to ensure that adherence to Section 3.1 (natural hazards) of the PPS is met. The 2020 updates to Section 3.1 do not affect the LRCA's role as a commenting agency. The updates include revised wording with respect to the preparation of a changing climate that may increase the risk associated with natural hazards.

The following tables outlines a summary of Plan Input and Review in 2020.

Plan Input and Review Summary	2020
Comprehensive Official Plan Reviews	1
Official Plan/Zoning By-Law Amendments	32
Consents and Minor Variances	119
Plans of Subdivisions/Campgrounds	3
Clearances	3
Realty Services	29
Lawyer Inquiries	29
Letters of Opinion	26
Total	242

Attached is the 2020 Plan Input Summary Report, which summarizes the Plan Input Administration for the last 10 years. The number of comments provided is lower than the 10-year average of 315.

Also attached is the 2020 Plan Input and Review Summary summarized by Municipality. Similar to previous years, the City of Thunder Bay, Municipality of Oliver Paipoonge and Municipality of Shuniah received the most Plan Input and Review comments with a total of 137, 60 and 24, respectively.

In 2020 staff drafted and executed Memorandum of Understandings with all Member Municipalities and the Lakehead Rural Planning Board (LRPB) in order to transition to a user-pay program for LRCA natural hazard Plan Input and Review comments. Planning applicants will be charged a fee for service when applying to their respective municipality, effective January 1, 2021, with each municipality remitting the collected fees to the LRCA.

FINANCIAL IMPLICATIONS

A fee of \$100 plus HST is charged for a lawyer request or a clearance letter (for private landowners only). In 2020, the 29 lawyer requests generated an income of \$2,900 and three clearance letters generated \$300.00. Fees were not charged to process individual Plan Input and Review comments, staff time for this delegated responsibility was included in the Authority's

general levy in 2020. Official Plan Comprehensive Review is partially funded by the MNRF Section 39 Transfer Payment, when applicable. As approved by Resolution 82/20 (Report PIR-02-2020), the transition plan to a fee for service funding model for the Plan Input and Review Program was implemented, effective January 1, 2021, and Memorandums of Understandings were executed with all member Municipalities and the LRPB.

CONCLUSION

In 2020, there were no major issues noted with the operation of the Plan Input and Review Program. A total of 242 comments were issued by LRCA staff in 2020, including 32 Official Plan/Zoning By-Law Amendments, 1 Comprehensive Official Plan Review, 119 Consents and Minor Variances, 3 Plans of Subdivisions, 3 Clearance Letters, 29 Realty Services requests, 29 Lawyer requests and 26 Letters of Opinion. Total numbers were less than the 10-year average; however, consistent with recent years.

BACKGROUND

Through a Memorandum of Understanding between Conservation Ontario, Ministry of Natural Resources and Forestry and Municipal Affairs and Housing, Conservation Authorities are delegated the responsibility to represent the provincial interest in regards to natural hazards encompassed by Section 3.1 of the Provincial Policy Statement.

Conservation Authorities review and provide comments on municipal planning documents and applications (i.e. minor variances, consents, amendments to the zoning by-law, etc.) submitted pursuant to the *Planning Act* as part of the Provincial One-Window Plan Review service. Comments are also provided on comprehensive zoning by-law and Official Plan updates undertaken by a Township or Municipality. Comments are to ensure that planning decisions take into consideration and are consistent with the natural hazard policies contained within Section 3.1 of the Provincial Policy Statement.

Comments are provided by the LRCA, as a commenting agency, on all planning documents and applications submitted to the planning authorities within the Area of Jurisdiction of the LRCA. Comments are provided which advise whether the application meets the intent of Section 3.1 of the Provincial Policy Statement.

The applicable delegated approval authority (i.e. Municipality, Committee of Adjustment or Municipal Affairs and Housing) considers comments provided by all commenting agencies and makes their decision and imposes conditions based on a review of all sections of the Provincial Policy Statement and other applicable Provincial Plans.

The LRCA provides a service to Realtors and Solicitors when they are representing their clients during Real Estate transactions. Realtors or Solicitors may request information regarding whether or not subject properties are regulated under Ontario Regulation 180/06.



The LRCA will also provide written clearance letters when necessary that indicate that a proposed development is outside of the Regulated Area and a permit is not required.

REFERENCE MATERIAL ATTACHED

2020 Plan Input and Review Administration Summary

2020 Plan Input and Review Summary Report

PREPARED BY: Gail Willis, Watershed Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p>  <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE:</p> 
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2020 Plan Input and Review Administration Summary

In 2020, Authority staff continued to provide Plan Input and Review to the member Municipalities. The following summarizes the Plan Input and Review Administration by Municipality in 2020.

Municipality	Minor Variance (A)	Consent (B)	Official Plan		Zoning By-Law (Z)		Subdivisions	Clearances	Reality Service	Lawyer Inquires	Letter of Opinion (Other)	Total
			Comprehensive Review	Amendment	Comprehensive Review	Amendment						
City of Thunder Bay	29	28	0	3	0	13	1	1	29	20	14	138
Oliver Paipooonge	5	34	0	1	0	10	0	2	0	4	4	60
O'Connor	0	0	0	0	0	0	0	0	0	0	1	1
Neebing	1	7	0	0	0	1	0	0	0	3	0	12
Shuniah	5	8	0	2	0	2	2	0	0	1	4	24
Conmee	0	0	0	0	0	0	0	0	0	1	2	3
Gillies	0	0	0	0	0	0	0	0	0	0	1	1
Dorion	0	0	1	0	0	0	0	0	0	0	0	1
Rural Planning Board	1	1	0	0	0	0	0	0	0	0	0	2
Total	41	78	1	6	0	26	3	3	29	29	26	242



2020 Plan Input and Review Summary Report

In 2020, Authority staff continued to provide Plan Input and Review to the member Municipalities. The following summarizes Plan Input for 2020, compared to the past 10 years.

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Clearances	23	22	22	13	5	4	8	1	5	4	3
Consents and Minor Variances	138	150	123	171	208	166	181	131	114	132	119
Official Plan/Zoning By-Law Amendments Total	31	49	41	32	48	43	46	35	30	22	32
Comprehensive Official Plan Review								2	0	2	1
Comprehensive Zoning By-Law Review								0	2	0	0
Plans of Subdivision/Campgrounds	2	4	2	4	7	6	7	3	5	2	3
Letter of Opinion	113	35	23	25	27	14	20	18	25	16	26
Realty Services		22	23	32	20	42	20	38	27	17	29
Lawyer Inquiries		54	52	40	85	67	88	60	55	42	29
Total	307	336	286	317	400	342	370	288	263	237	242
10 Year Average	315										



LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	Development Regulations	REPORT NO.	DEVREG-01-2021
DATE PREPARED	January 11, 2021	FILE NO.	11-6-3
MEETING DATE	January 27, 2021		
SUBJECT	2020 Development Regulations Summary		

RECOMMENDATION

“THAT: Staff Report DEVREG-01-2021 be received.”

LINK TO STRATEGIC PLAN

Links to the Strategic Plan (2018 – 2022):

Protect and Support:

- *Increase awareness of the impacts of floods and hazards and the importance of mitigation.*
- *Demonstrate effective land-use planning and emergency flood management through a collaborative approach.*
- *Evaluate the priorities for the protection and management of wetlands and natural heritage features.*

EXECUTIVE SUMMARY

In 2020, LRCA staff processed 75 permits under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (O. Reg. 180/06). A total of seven violations were identified where development had commenced without a LRCA permit, one of which is ongoing and six are resolved.

In 2020, an average of six days was required to process a permit once a complete application was received by the LRCA. The minimum processing time for a decision was one day and the maximum was 15 days, which meets the LRCA’s Rules of Procedure guidelines. The total revenue for permit applications in 2020 was \$16,920.00.

The COVID-19 pandemic prompted LRCA to release internal health and safety policies for staff to conduct site visits and field operations safely and distance themselves from the public when field investigations were necessary.

In addition to processing permits, a total of 384 general inquiries were received by the LRCA in 2020, in which staff consulted with the public related to property inquiries, map requests and/or general information.

DISCUSSION

In 2020, LRCA staff processed 75 permits under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (O.Reg. 180/06). A total of seven violations were identified where development had commenced without a LRCA permit. Six violations were resolved in 2020, and one is still ongoing. Attached is the 2020 Permit Summary Report, which summarizes the Permit Administration for the last 10 years. The number of permits processed in 2020 is higher than the 10-year average (75 compared 10-year average of 58) and is higher than last year's number of 70 permits processed. An increase in permits was noted and is related to shoreline erosion due to the continued high-water level on Lake Superior.

In 2020, updates to the Rules of Procedure for Permit Application Review and Approval (version 3.0) document was approved by the Board in April to improve the timeliness of permit approvals as per the 2019 guidelines endorsed through Conservation Ontario's Client Service and Streamlining Initiative.

An average of six days was required to process a permit once a complete application was received by the LRCA. The minimum processing time for a decision was one day and the maximum was 15 days. LRCA's decision timelines meet guidelines outlined in the LRCA's Rules of Procedure for Permit Application Review and Approval (version 3.0) of 14 days for a Routine application, 21 days for a Minor application, and 28 days for a Major application.

The corona virus disease (COVID-19) was declared a pandemic by the World Health Organization on March 11, 2020. During the Provincial state of emergency due to the COVID-19 virus, the Provincial government enacted Order in Council 73/20 under s. 7.1 of the *Emergency Management and Civil Protection Act*. As such, the need for continued social distancing prompted the LRCA to develop internal health and safety policies to eliminate or reduce potential close contact with the public when conducting site inspections and field operations during the pandemic. Additionally, updates to the Section 28 Hearing Guidelines were completed to incorporate electronic hearings and outline the manner in which meetings will be held (remotely).

A total of 384 general inquiries were received in 2020 by the LRCA regarding development regulations. Attached is the General Inquiries Summary Table, which summarizes the total general inquiries, regulated area inquiries and pre-consultation for permits over the last ten years. This number does not reflect all inquiries, as verbal responses are not tracked.

FINANCIAL IMPLICATIONS

Fees charged to process permits range from \$150 for a small works project to \$1,000 for a review and approval of major works. A total revenue of \$16,950.00 was generated from permits in 2020.

CONCLUSION

A total of 75 permits were issued in 2020. LRCA staff received 384 general inquiries. There were seven violations investigated, with one ongoing and six resolved.

BACKGROUND

The LRCA administers Ontario Regulation 180/06: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses under the *Conservation Authorities Act* within its Area of Jurisdiction. Development within the Approximate Regulated Area requires a Permit from the Authority.

Pursuant to Section 28 of the *CA Act*, Conservation Authorities review applications for permission (permits) within a set timeline once they receive a complete application. From the date of a complete application, Conservation Authorities are to make a decision of approval, or to refer to a Hearing of the Authority Board, within 14 days for a Routine application, 21 days for a Minor application, and 28 days for a Major application as per the LRCA document Rules of Procedure for Permit Application Review and Approval (version 3.0).

Regulated Areas within the LRCA Area of Jurisdiction include:


- All watercourses including streams, rivers and creeks and area adjacent,
- Provincially Significant Wetlands plus 120 metres surrounding the wetland,
- Non-Provincially Significant Wetlands plus 30 meters surrounding the wetland,
- In-land lakes and shorelines,
- 15 metres landward and one kilometre lakeward from the 100-year flood level of Lake Superior,
- Ravines, valleys, steep slopes, and talus slopes,
- Hazardous lands including unstable soil and bedrock, and
- Property zoned "Use Limitation", "Hazard Land" and "Environmental Protection".

REFERENCE MATERIAL ATTACHED

2020 Permit Summary Report

2020 General Inquiries Summary

PREPARED BY: Gail Willis, Watershed Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p>  <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE:</p> <p>Jan 15/2021</p>
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2020 Permit Summary Report

The following summarizes Permit Administration for 2020, compared to the past 10 years.

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
General Inquiries (<i>includes general inquiries related to property inquiries, map requests, general information, etc.</i>)	121	186	212	170	175	260	359	395	370	340	384
Development, Interference with Wetlands and Alterations to Shorelines and Watercourses (Permits)	47	41	64	58	84	60	51	43	59	70	75
Permit Extensions/Revisions			1	0	0	3	2	1	1	0	1
Pending Permits (<i>Application submitted, staff awaiting additional requested information</i>)					2	0	0	0	0	0	0
Total	199	256	312	251	261	323	412	439	430	410	460
10 Year Average Permits Issued	58										

Year	City of Thunder Bay	Neebing	Oliver Paipoonge	Shuniah	Dorion	Gillies	O'Connor	Conmee	Total	Average Number of Days to Issue Permit
2020	36	11	1	21	4	1	1	0	75	6



2020 General Inquiries Summary

In 2020, Authority staff continued to receive general inquiries regarding Development Regulations. The following summarizes the inquiries by Municipality in 2020, compared to the past 10 years.

Year	City of Thunder Bay	Municipality of Neebing	Municipality of Shuniah	Municipality of Oliver Paipooonge	Township of O'Connor	Township of Conmee	Township of Gillies	Township of Dorion	Outside Jurisdiction	Total per Year
2010	71	17	15	11	2	1	0	0	4	121
2011	85	31	24	34	1	4	0	1	6	186
2012	100	40	28	26	4	6	0	2	6	212
2013	83	37	27	11	2	0	1	0	9	170
2014	103	20	25	16	1	1	0	3	6	175
2015	149	37	25	26	2	4	7	2	8	260
2016	182	33	39	79	3	6	3	3	11	359
2017	235	48	45	38	3	2	8	5	11	395
2018	217	41	47	44	4	2	2	2	11	370
2019	182	33	68	31	1	5	5	1	14	340
2020	198	39	73	40	5	5	4	8	12	384
Total	1605	376	416	356	28	36	30	27	98	2972



LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	Neebing-McIntyre Floodway Flood Control	REPORT NO.	NMFC-01-2021
DATE PREPARED	January 18, 2021	FILE NO.	2-13-4
MEETING DATE	January 27, 2021		
SUBJECT	2020 Neebing-McIntyre Floodway Summary		

RECOMMENDATION

Suggested Resolution:

“THAT: Staff Report NMFC-01-2021 be received.”

LINK TO STRATEGIC PLAN

Links to the Strategic Plan (2018-2022):

Protect and Support:

- *Increase awareness of the impacts of floods and hazards and the importance of mitigation.*
- *Demonstrate effective land-use planning and emergency flood management through a collaborative approach.*
- *Maintain and enhance flood and erosion control infrastructure to minimize the impacts of flooding, erosion, and sedimentation.*

EXECUTIVE SUMMARY

In 2020, the Neebing River did not divert water into the Floodway Diversion Channel. Routine monitoring included the following: annual sediment survey of the Floodway channel, sediment traps, and the Diversion Channel lip; annual inspection of the Diversion Structure; annual inspection of the Floodway with the City of Thunder Bay; and the Floodway water level monitoring program.

There was no major maintenance in 2020. Minor maintenance completed by LRCA staff included routine grass cutting, and removal of vegetation from the bottom of the diversion channel between Neebing River and the Redwood Avenue bridge. Additionally, holes and depressions were noted by staff along the diversion channel bank between the Neebing River and the Redwood Avenue bridge, which were subsequently investigated by professional engineers and backfilled with earth material to address safety hazard concerns.

The Floodway Agreement between the City and LRCA has been extended for a two year term, expiring on December 31, 2022.

The attached Operation, Maintenance and Surveillance Plan has been updated to include work completed in 2020. Key deliverables noted for 2021 include:

- Annual sediment accumulation survey from the ice,
- Annual Diversion Structure Inspection by a Professional Engineer,
- Annual inspection with staff from the City of Thunder Bay,
- Water level monitoring from the bridges along the Floodway, and
- On-going minor maintenance as required.

DISCUSSION

The Neebing River did not divert water into the Floodway Diversion Channel in 2020. A chart displaying the number of days of diversion during each year of operation of the Floodway is attached.

The Floodway Operation, Maintenance and Surveillance Plan for 2021 has been updated with maintenance and monitoring work that was completed in 2020. The Plan outlines completed and anticipated required minor and major maintenance and the on-going monitoring planned.

Sediment Accumulation Monitoring Program – Floodway

In order to track on-going sediment accumulation within the Floodway channel, a routine monitoring program was initiated in 2011. The monitoring program is conducted on an annual basis during the winter period from the ice. The surveys are tied into previous benchmarks and control points that were used during previous surveys by Staff. Cross sections are completed at approximately 25-metre intervals and are then plotted and compared with design and other recent cross sections in the same areas. Data is input to a created database/spreadsheet to record the information for comparison with past and future surveys. Hatch Ltd. conducted the annual sediment survey in February 2020 from the ice to monitor the on-going sediment accumulation within the sediment traps and Floodway channel.

In 2020, cross sections were extended from the Balmoral Sediment Trap northerly towards the confluence of the Floodway and McIntyre River at William Street. This area was surveyed for the first time in 2019 as sediment accumulation was visibly apparent. A few extra cross sections were taken in the area of Memorial Avenue and Carrick Street due to possible back up of sediment in the vicinity of the CN railway bridge.

Based on the 2020 surveys, the sediment accumulation in the Floodway from the Diversion Channel to the Lake is considered to be moderate. Sediment was removed in the Balmoral Trap during the 2019 Sediment Removal Program. Minor increases have occurred in the CPR Trap. A moderate increase has occurred in the reach from the CPR to Island Drive and a slight increase in the reach from Island Drive to the mouth of Lake Superior.

Minor increases and decreases have fluctuated between years in the Balmoral and CPR traps. However, the overall sediment accumulation is approximately 3,000 to 5,000 cu.m between 2011 and 2019. The CPR Trap has accumulated 2,397 cubic metres of sediment since 2011. Over the last three years the traps have seen a small accumulation of between 900 to 1,000 cubic metres of sediment. The CPR Trap appears to be stable and sediment removal could be delayed until 2022.

Sediment Accumulation Monitoring Program – Floodway Diversion Channel

The Diversion Channel is surveyed to assess the depth of deposited sediment from the Neebing River Diversion Channel lip to Redwood Avenue and from Redwood Avenue to the Floodway. The Diversion Channel survey was completed in 2018 by Hatch Ltd. and the next survey is planned for 2023. The lip survey is conducted annually, and the full channel survey is completed every five years.

No significant accumulation of material has occurred in the lip area of the Neebing River as the sediment was removed in 2017. There is approximately 5,000 cubic metres of material accumulated between Neebing River lip and the Golf Course Foot bridge. Dredging of the Diversion Channel was not recommended at the time of the report in 2018. There has been no water diversion since 2017 and as such, the amount of material does not represent a significant flow impediment. Sediment removal at the lip should be reviewed once the lip grade gets to be 100mm above the design elevation. In the short term, consideration could be given to bulldoze excess material to the west side of the channel for later removal. The removal of sediment at the lip of the Diversion Channel is scheduled as required, approximately every four years, with the next round anticipated to be completed in 2022.

Major and Minor Maintenance

In 2020, no major maintenance was completed. Minor maintenance completed by LRCA staff included routine grass cutting, and removal of vegetation from the diversion channel bottom (invert) between the Neebing River and the Redwood Avenue bridge. Brush and tree growth on the channel invert should be kept in control and is reviewed annually or biannually.

Additionally, holes and depressions were noted by staff and backfilled with earth materials along the diversion channel bank between the Neebing River and the Redwood Avenue bridge.

Inspection of the Floodway Diversion Structure

The annual structural inspection of the Floodway Diversion Structure was completed by KGS Group in July 2020. The Diversion Structure was noted to be in good condition with no major concerns identified regarding the integrity of the structural, functionality and safety components. Recommendations at the time of inspection for this structure were minor, which included repairing one southwest fence post. The repair of the fence post was recommended to be completed within a timing window of 1 – 2 years.

Inspection of the Floodway

LRCA and City of Thunder Bay staff completed the annual inspection of the Floodway on August 12, 2020 from the Neebing River weir to the outlet at Lake Superior. The inspection typically consists of a general discussion of the Floodway, roles and responsibilities, and a visual inspection of the main components of the Floodway as seen from the pedestrian trails and Floodway banks.

Overall, the Floodway is considered to be in good condition. No major issues were noted at the time of the inspection with the exception of the culvert located on the south side of Shoppers Drug Mart at the McIntyre Centre (to be repaired by mall owners) and the depressions and holes found along the diversion channel bank between Neebing River and Redwood Avenue bridge.

Following the inspection, the City arranged for CCTV video investigation of the sewer and weeping tile along the diversion channel bank. The LRCA hired Hatch Ltd. to conduct an inspection, attend the CCTV investigation, and provide suggested repairs if necessary. The video inspections revealed no significant breaks or holes in the pipes and no connections. Hatch recommended that the storm system be abandoned. Subsequently, the LRCA had the holes and depressions on ground surface backfilled due to safety concerns. Staff will monitor the bank regularly during routine maintenance operations.

The current Floodway Agreement between the City of Thunder Bay and the LRCA expired on December 31, 2020. The Agreement has been extended for a two year term up to December 31, 2022 with a full update of the Agreement planned in 2022 prior to expiry. The Agreement outlines each party's responsibilities in regard to the Floodway and reinforces that maintaining the Floodway integrity is first and foremost.

Floodway Water Level Monitoring Program

LRCA staff record water level measurements from various bridges that cross the Floodway. Monitoring is completed on a monthly basis during open water conditions, including during high water events and spring freshet. This data will be used for calibration of future Floodway models.

Operation, Maintenance and Surveillance Plan

The attached Operation, Maintenance and Surveillance Plan has been updated to include work completed in 2020. The following are the key deliverables noted for 2021:

- Annual sediment accumulation survey from the ice,
- Annual Diversion Structure Inspection by a Professional Engineer,
- Annual inspection with staff from the City of Thunder Bay,
- Water level monitoring from the bridges along the Floodway, and
- On-going minor maintenance as required.

FINANCIAL IMPLICATIONS

The Neebing McIntyre Floodway Program, including surveillance and annual minor maintenance, is included in the 2021 Annual Budget. The Floodway is sole benefitting to the City of Thunder Bay and therefore all maintenance is included as part of their sole benefitting levy.

CONCLUSION

In 2020, there were no major issues noted with the operation of the Floodway. Minor maintenance included grass cutting, and vegetation removal from the bottom of the diversion channel between the Neebing River and Redwood Avenue bridge by LRCA staff. Annual routine maintenance will continue in 2021.

BACKGROUND

The Neebing-McIntyre Floodway consists of three main components: the Diversion Structure; the Diversion Channel; and the widened and deepened Floodway Channel that outlets into Lake Superior. Construction of the Floodway was completed in 1984 and was constructed to provide riverine flood protection to the lower Neebing River and Intercity area.

The main features of the Floodway include:

- Diversion Structure at Ford Street
- Diversion Channel
- Sediment Trap at Balmoral Street
- Sediment Trap at CPR Bridge
- McIntyre River channel from William Street to Fort William Road
- New channel alignment from Fort William Road to Lake Superior
- Outlet into Lake Superior

The design capacity of the Floodway is to provide protection up to and including the Regional Storm. The construction of the Floodway has resulted in significant development in the Intercity Area. During high water events, the Floodway provides protection by limiting flow volumes in the lower Neebing River to 29 cubic metres per second. The flow in the lower Neebing River is controlled by the Diversion Structure that controls flows through the use of a 2.5 x 3.0 metre opening in the structure. Excess flows are diverted down the 1.5 km Diversion Channel to the widened deepened Neebing-McIntyre Floodway Channel to Lake Superior.

As part of the Floodway's Operation and Maintenance and Surveillance plan (attached), dredging needs to occur every 20 years or so, depending on sediment buildup. Two sediment traps are also required to be emptied approximately every 7-10 years, and the removal of sediment at the lip of Diversion Channel occurs every 4 years. This maintenance ensures that the Floodway remains operational and capable of handling rainfall up to and including the Regional Storm. The LRCA also hires two seasonal staff annually to undertake routine Floodway maintenance such as grass cutting, brushing, etc.

REFERENCE MATERIAL ATTACHED

Needing-McIntyre Floodway: Operation, Maintenance and Surveillance Plan – 2021

Needing-McIntyre Floodway: Diversion Chart

PREPARED BY: Gail Willis, Watershed Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE:</p> <p><i>Jan 18/2021</i></p>
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Neebing-McIntyre Floodway Operation, Maintenance and Surveillance Plan – 2021

Construction of the Neebing-McIntyre Floodway was completed in 1984 by the Lakehead Region Conservation Authority with a final cost of \$15-million dollars. The Floodway was constructed to address flooding in the Intercity Area of the City of Thunder Bay.

The main features of the Floodway include:

- Diversion Structure at Ford Street
- Diversion Channel
- Sediment Trap at Balmoral Street
- Sediment Trap at CPR Bridge
- McIntyre River channel from William Street to Fort William Road
- New channel alignment from Fort William Road to Lake Superior
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The design capacity of the Floodway is to provide protection up to and including the Regional Storm. The construction of the Floodway has resulted in significant development in the Intercity Area.

The Floodway provides protection by limiting flow volumes in the lower Neebing River to 29 cubic metres per second. The flow in the lower Neebing River is controlled by the Diversion Structure which controls flows through the use of a 2.5 x 3.0 metre opening in the structure. Excess flows are diverted down the Diversion Channel to the widened deepened Neebing-McIntyre Floodway Channel.

Since the opening size is fixed, some diversion of flow will occur with upstream flows as little as 10 cubic metres per second.

Operation

During flood events the Floodway operates without any required actions. The Diversion Structure limits flows down the Neebing River and diverts excess flows into the 1.5 kilometre Diversion Channel which directs excess flows to the widened, deepened Neebing-McIntyre Floodway to Lake Superior.

Maintenance

Since the construction of the Floodway, major maintenance has occurred on the Floodway. The sediment traps, which were installed within the Floodway were part of the original design and were anticipated to require periodic dredging and were classified as major maintenance.

The Diversion Structure has three potential openings, however only one is left open. If the two other openings are required to be opened (i.e. to permit repair work, debris removal, etc.) refer to the document *Neebing-McIntyre Floodway Diversion Structure, Maintenance and Operation Manual*, dated January 1984.

The following table provides a summary of anticipated and completed maintenance. Refer to the Neebing-McIntyre Floodway Maintenance Plan Summary Map 2021 for reference.

Neebing-McIntyre Floodway Operation, Maintenance and Surveillance Plan – 2021

Table 1 – Maintenance Plan Summary					
Map Ref. No.	Floodway Feature	Description of Activity	Completion Date	*Provincial Funds Provided	Estimated Required Recurrence
1	Balmoral Sediment Trap	Dredge sediment trap 4,500 m ³ sediment removed	1993	yes	Approx. every 10 years or as determined by annual sediment surveys (2028)
		Dredge sediment trap 1999 - 2,240 m ³ sediment removed 2000 – 4,565 m ³ sediment removed	1999/2000	yes	
		Dredge sediment trap 7,600 m ³ sediment removed	2008	yes R.08.007	
		Dredge sediment trap 4526 m ³ sediment removed from north side, including area of McIntyre River confluence	2019	no	
	CPR Bridge Sediment Trap	Dredge sediment trap 5,500 m ³ sediment removed	1993	yes	
		Dredge sediment trap 5,560 m ³ sediment removed	1999	yes	
		Dredge sediment trap 5,500 m ³ sediment removed	2008	yes R.08.007	
2	Diversion Channel	Diversion Channel dredging between Neebing River and Redwood Avenue Bridge 2006-10,880 m ³ sediment removed	2006	yes R.06.146	Every 10 years or as determined by Diversion Channel sediment surveys (2024)
		3	Close-cut clearing from Redwood Bridge to Floodway channel	2001	No
2016 removed >2" dia. trees (60 m from Chapples Ped. bridge)	no			As required	
2018 removed shrubs and >2" dia. trees from the bottom & edges at the Chapples Park location.	no			As required, or on a yearly to 2 year basis (2023)	

Neebing-McIntyre Floodway Operation, Maintenance and Surveillance Plan – 2021

Table 1 – Maintenance Plan Summary					
Map Ref. No.	Floodway Feature	Description of Activity	Completion Date	*Provincial Funds Provided	Estimated Required Recurrence
		Slumped/erosion area in Chapples Golf Course and replacement of rock apron	2014	yes R.14.072	
		Close-cut clearing from Neebing River to Redwood Bridge	2020 removed shrubs and cattails from bottom & edges of channel	no	As needed
4	Diversion Channel Lip	Removal of sediment at lip of beginning of channel (Ford Street) 2008 - 1,730 m ³ sediment removed	2007 2008	yes R.08.007	Every 4 years or as needed after major events (2022)
		2012- 3,300 m ³ sediment removed and debris	2012	no	
		2017 – 2,811 m ³ sediment removed	2017	Yes R.17.009	
5	Diversion Structure	Removal of ice or debris at inlet of structure	2007 2013 (x2) 2016 2018	no	As needed after high water events (2-3 years)
		Replace concrete structure, vertical braces, gate columns	1984		Every 81 years 2067**
		Guard rails	1984		50 years life 2032**
		Chain link fence	1984		2026**
		Structural steel (steel frame)	1984		Every 81 years 2063**
		Lifting Lugs	1984		Every 81 years 2063**
		Gate timbers	1984		Every 40 years 2022**
		Concrete was cleaned and painted to cover existing graffiti	2017 2020		As needed

Neebing-McIntyre Floodway Operation, Maintenance and Surveillance Plan – 2021

Table 1 – Maintenance Plan Summary					
Map Ref. No.	Floodway Feature	Description of Activity	Completion Date	*Provincial Funds Provided	Estimated Required Recurrence
6	Floodway Channel – Fort William Road to CPR Bridge	All trees along the shoreline of the LRCA owned Triangle Property had their limbs removed to a height of 1.5 metres	2017	No	As needed
7	Floodway Channel – CPR Bridge to Island Avenue	Dredge Floodway Channel Actual – 27,868 m ³	2011	yes R.11.009	Every 15 years (2024)
		Sod area between pathway and PCP fence to cover exposed glass which surfaced after dredging in spring of 2012	2012	yes R.12.017	N/A
		Small erosion repair, culvert outlet from Port Authority land, Floodway south bank, between McIntosh Street and Slovak Legion land	2015	no	N/A
8	Floodway Channel – Island Avenue to Lake Superior	Dredge Floodway Channel Actual – 12,529 m ³	2012	yes R.12.017	Every 15 years (2031)
		Trees on pathway side of floodway channel had their limbs removed to a height of 1.5 metres	2017	no	As needed

Neebing-McIntyre Floodway Operation, Maintenance and Surveillance Plan – 2021

Table 1 – Maintenance Plan Summary					
Map Ref. No.	Floodway Feature	Description of Activity	Completion Date	*Provincial Funds Provided	Estimated Required Recurrence
9	Floodway Channel – Confluence with Lake Superior	Dredge Floodway Outlet into Lake Superior Actual – 17,627 m ³	2015	Application submitted in 2013 R.13.005 Resubmitted in 2014 R.14.010 Resubmitted in 2015 R.15.007	Every 20 years 2035
10		Repair to eroded confluence bank	2009	yes R.09.018	>20 years 2029 or As needed
		Repairs to eroded bank and trail	2020	no	As needed

*Pre-1995 funds were from transfer payment and post 1995 were WECl funds.

** Replacement date as indicated in 2016 Asset Management Plan, Neebing-McIntyre Diversion Structure Condition Report

Neebing-McIntyre Floodway Operation, Maintenance and Surveillance Plan – 2021

Surveillance Plan

The following table summarizes the completed and planned Surveillance for the Neebing-McIntyre Floodway.

Table 2 – Surveillance Plan Summary				
Area of Study	Description of Study	Date	*Provincial Funds Provided	Estimated Recurrence
Entire Floodway	Neebing-McIntyre River Sedimentation Study, Dillon	1988	yes	-
	Neebing-McIntyre Floodway Integrity Evaluation Study, Engineering Northwest Limited	1998	yes	Every 10 years 2023
	Neebing-McIntyre Floodway Integrity Evaluation Study, Hatch Mott MacDonald	2013/ 2014	yes S.13.018	
	Annual Inspection of Floodway – LRCA/City Staff	Annual	no	yearly
Floodway Channel - CPR Bridge to Lake Superior	Neebing McIntyre Floodway Confluence Study, Engineering Northwest Limited	2008	yes S.08.003	
Floodway Channel	Survey of bed of channel to determine sediment accumulation, Hatch	Re-initiated in 2011	no	Yearly from ice
	Hydrological survey from boat, Riggs Engineering.	2013	Yes included in R.13.005	To be determined
Diversion Channel	Neebing-McIntyre Floodway Diversion Channel Drainage Investigation, AMEC	2003	yes	
	Survey of Diversion Channel to determine sediment accumulation	2013 2018	no	Every 5 years 2023
	Annual Diversion Channel Lip Survey	Initiated in 2014	no	Yearly after spring freshet
	CCTV inspection of weeping tile and storm sewer along west bank between Neebing River and Redwood Avenue bridge	2020	no	As needed

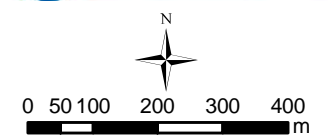
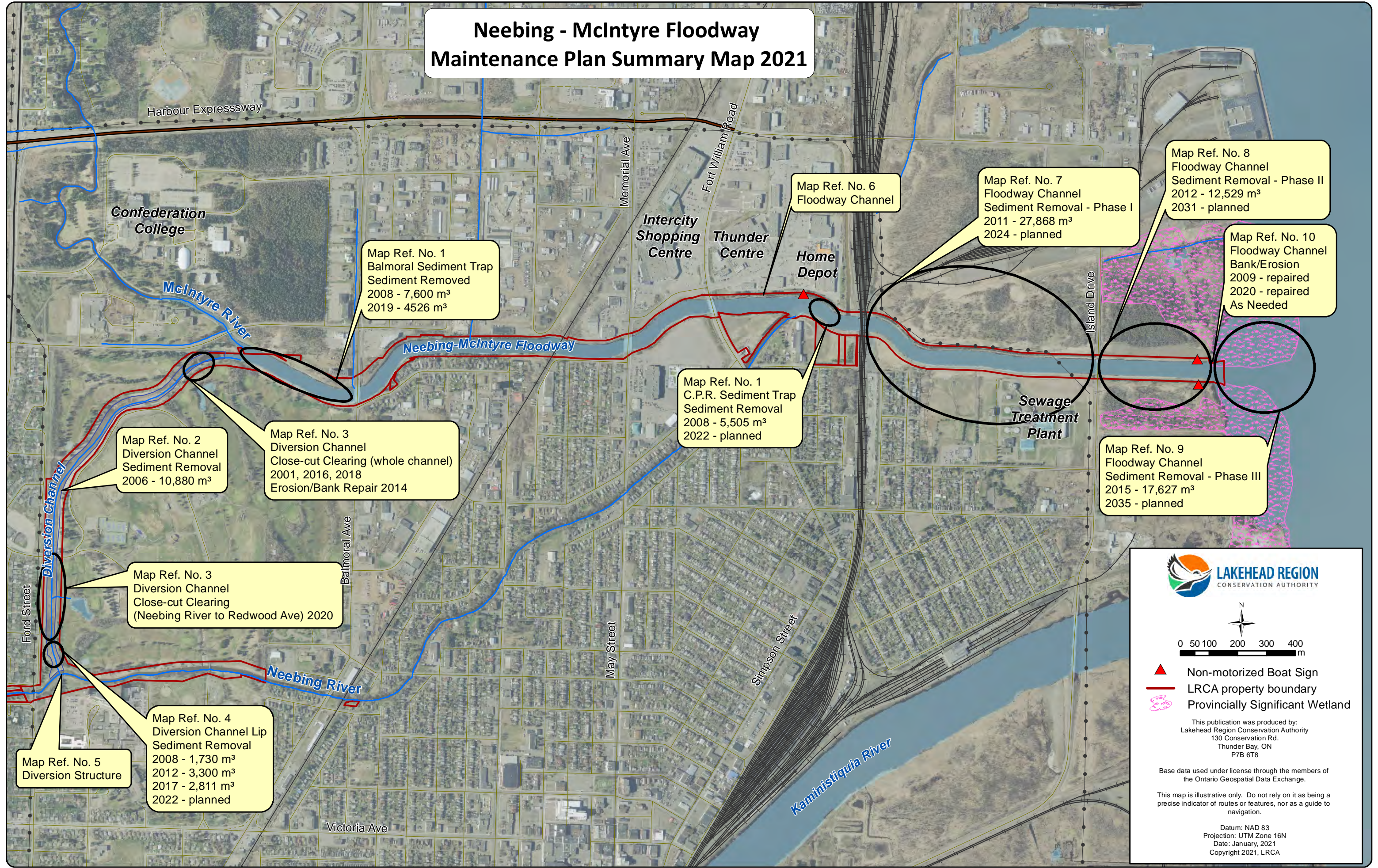
Neebing-McIntyre Floodway Operation, Maintenance and Surveillance Plan – 2021

Table 2 – Surveillance Plan Summary				
Area of Study	Description of Study	Date	*Provincial Funds Provided	Estimated Recurrence
Diversion Structure	Inspection by Professional Engineer	On-going	no	Yearly
Bridge crossings (various locations)	Water level measurements from various Bridges during events for future model calibration purposes	On-going (initiated in 2016)	no	Annually during rainfall and /or diversion events

*Pre-1995 funds were from transfer payment and post 1995 were WECL funds.

Attachments: *Neebing-McIntyre Floodway – Maintenance Plan Summary Map 2021*

Neebing - McIntyre Floodway Maintenance Plan Summary Map 2021



- Non-motorized Boat Sign
- LRCA property boundary
- Provincially Significant Wetland

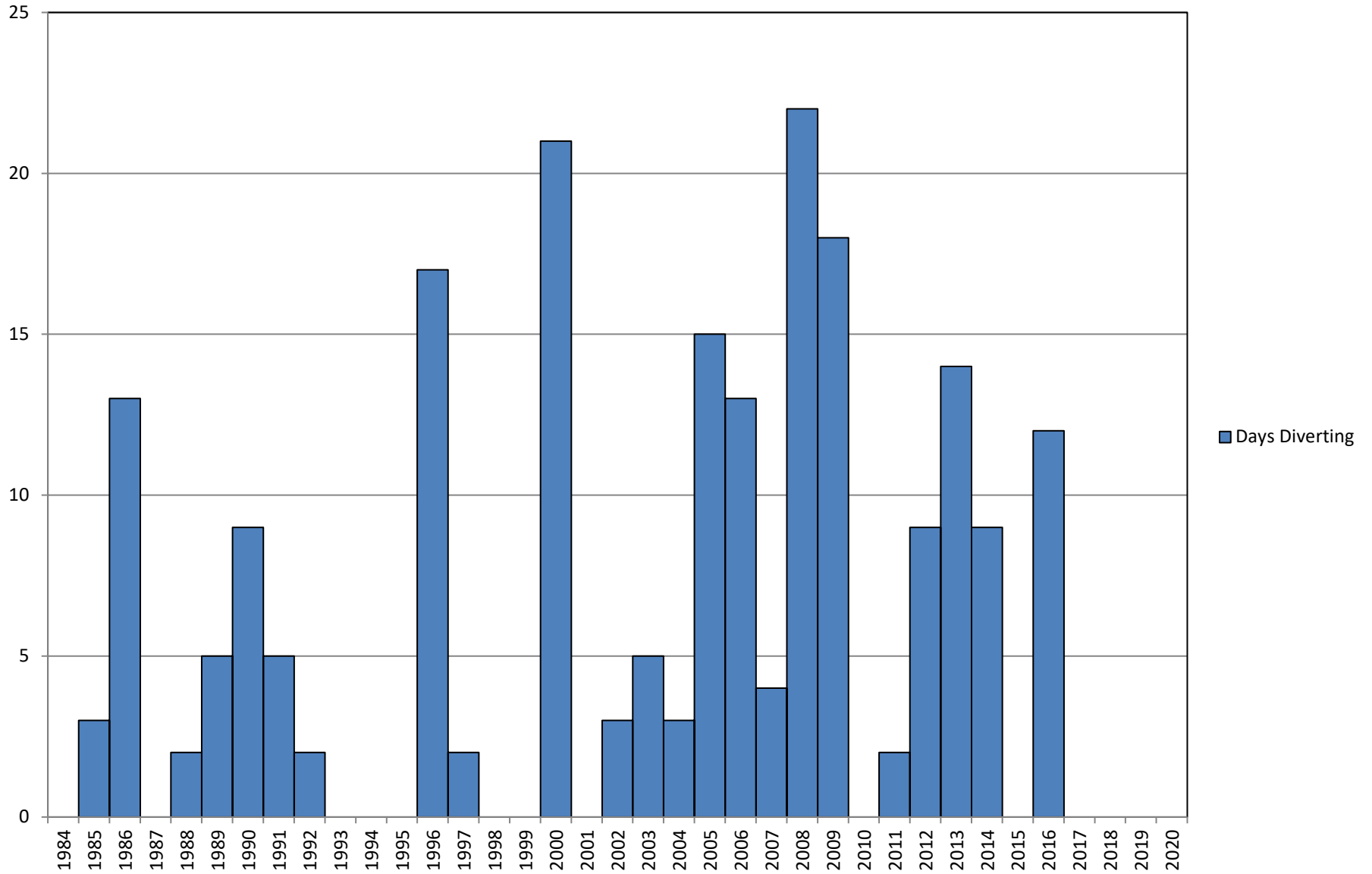
This publication was produced by:
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Thunder Bay, ON
P7B 6T8

Base data used under license through the members of the Ontario Geospatial Data Exchange.

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Datum: NAD 83
Projection: UTM Zone 16N
Date: January, 2021
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Needing-McIntyre Floodway Number of Days Diverting 1984 - 2020





LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	Community Relations	REPORT NO.	COMREL-01-2021
DATE PREPARED	January 6, 2021	FILE NO.	8-5-4
MEETING DATE	January 27, 2021		
SUBJECT	Digital Engagement- Website and Social Media Update		

RECOMMENDATION

Suggested Resolution:

“THAT: Staff Report No. COMREL-01-2021 be received for information.”

LINK TO STRATEGIC PLAN (2018-2022)

Conserve & Sustain:

- *Optimize decision-making by sharing data and knowledge.*

Protect & Support:

- *Increase awareness of the impacts of floods and hazards and the importance of mitigation.*

Connect & Explore:

- *Emphasize a sense of place through positive and equitable interactive experiences.*
- *Develop a communications strategy to engage diverse stakeholders.*

EXECUTIVE SUMMARY

During 2020, the LRCA website was visited over 47,300 times (32,180 times in 2019) by over 36,400 people (23,602 people in 2019). As of January 5, 2021, the LRCA Facebook page has 1,938 followers (up from 1,619 followers this time in 2019), the LRCA Instagram account has 1,200 followers (up from 1,058 followers this time in 2019) and the LRCA Twitter account has 290 followers (up from 267 followers this time in 2019). The LRCA’s promotional video has been viewed over 36,000 times. The LRCA’s animated floodway video has been viewed over 1,300 times.

DISCUSSION

Lifetime Summary (November 2015 – January 2021)

- Over 147,600 visits from over 107,700 users

- Over 315,300 pageviews (visitors average 2.14 pageviews per session, and approximately 1:40 minutes per visit on average)
- The most visited pages on the LRCA website (lifetime) are as follows:
 1. Home
 2. Cascades
 3. Hazelwood Lake
 4. Contact
 5. Conservation Areas
 6. Mills Block
 7. Little Trout Bay
 8. Join Our Team
 9. Cedar Falls
 10. Mission Island Marsh

2020 Summary (January 1, 2020 – December 31, 2020)

- Over 47,300 visits from over 36,400 users
- Over 86,800 pageviews (visitors average 1.83 pageviews per session, and approximately 1:24 minutes per visit on average)
- The most visited pages on the LRCA website (2020) are as follows:
 1. Home
 2. Cascades
 3. Hazelwood Lake
 4. Little Trout Bay
 5. Mills Block
 6. Conservation Areas
 7. Cedar Falls
 8. Silver Harbour
 9. Hurkett Cove
 10. Mission Island Marsh

2020 Website Acquisition

Website acquisition refers to how website visitors actually got to the LRCA website. The acquisition breakdown of the over 47,300 website visits during 2020 is as follows:

- 56.02% - Organic Search (i.e. a visitor “Googled” the LRCA, Cascades, etc.)
- 30.49% - Direct (i.e. a visitor was directed to the LRCA website by clicking on an LRCA-generated link in a newsletter, etc.)
- 8.72% - Social (i.e. a visitor was directed to the LRCA website via Facebook, etc.)
- 4.77% - Referral (i.e. a visitor was directed to the LRCA website via a link from another non-LRCA website.) Visitors were acquired through referrals from the following entities:
 - Conservation Ontario
 - Northern Ontario Travel Magazine
 - PayPal

- Thunder Bay Hiking Association
- Visitnorthwestontario.com
- Thunder Bay Community Economic Development Commission
- Neebing.org
- Thunder Bay Fishing Forum (ThunderBayFishing.com)

Social Media Followers to Date

- Facebook: 1,938 followers
- Instagram: 1,200 followers
- Twitter: 290 followers

Paid Facebook Advertising Summary

During 2020, the LRCA spent \$150.00 on boosted Facebook marketing initiatives:

- 2020 Conservation Dinner & Auction ticket sales
 - \$50.00 ad ran for 23 days
 - The ad reached 5,206 users
 - The ad resulted in 246 link clicks
 - A total of 87 tickets were sold via the Facebook ad (\$5,220.00 revenue)
- LRCA Limited Edition T-Shirt campaign
 - \$50.00 ad ran for 15 days
 - The ad reached 4,111 users
 - The ad resulted in 330 post engagements
 - A total of 38 t-shirts were sold via the Facebook ad (\$1,140.00 revenue)
- 2021 Explore Card Parking Pass pre-Christmas sale ad
 - \$50.00 ad ran for 34 days
 - The ad reached 3,625 users
 - The ad resulted in 445 post engagements
 - A total of 281 2021 Explore Cards were sold via the Facebook ad (\$8,430.00 revenue), however, staff know that many people who also purchased cards by calling and visiting the office heard about the sale via Facebook; a total of 468 2021 Explore Card Parking Passes have been sold to date, resulting in staff having to do a second order of cards for the first time ever (\$14,040.00 total revenue)

LRCA Promotional Video

- Currently has over 36,000 views

LRCA Animated Floodway Video

- Currently has over 1,300 views

FINANCIAL IMPLICATIONS

None.

CONCLUSION

The information summarized in this staff report is indicative of the importance and necessity of a strong online presence, as communicating via social media and acquiring information online is the preferred method of communication for an increasingly large demographic. It is recommended that the LRCA continue to prioritize maintaining an excellent web and social media presence.

BACKGROUND

The LRCA website was completely redesigned, rebuilt and relaunched in November of 2015 by Korkola Design. Alongside the new website, Korkola Design also refreshed the LRCA's visual identity in the form of a new logo, official colours, official font and other graphical design elements, along with a Visual Identity Guide.

The LRCA launched three official social media accounts in January 2017 (Facebook, Twitter, Instagram). The LRCA's Social Media Policy (GEN-03) was approved and adopted at the August 31, 2016 Board Meeting, Resolution #103/16.

In February of 2020, the LRCA transitioned all website hosting and maintenance from Korkola Design to Shout Media. Korkola Design was sold to a Toronto-based firm that no longer provided the same level of back-end website maintenance previously provided and was subsequently shut down by the agency that purchased them.

REFERENCE MATERIAL ATTACHED

None.

PREPARED BY:

Ryan Mackett, Communications Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook, Chief Administrative Officer</p>	<p>DATE:</p> <p><i>January 6/2021</i></p>
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LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	Strategic Plan	REPORT NO.	STRAT-01-2021
DATE PREPARED	January 20, 2021	FILE NO.	49-4-2
MEETING DATE	January 27, 2021		
SUBJECT	Strategic Plan Annual Report, January 2020 - December 2020		

RECOMMENDATION

“THAT: Staff Report STRAT-01-2021 be received.”

LINK TO STRATEGIC PLAN

All sections.

EXECUTIVE SUMMARY

The Lakehead Region Conservation Authority adopted its first ever Strategic Plan for the period of 2018-2022. This report and attached summary table summarizes completed actions for the period of January 2018 to December 2020 and proposed actions for the remainder of the plan. Future summary reports will be completed each January summarizing progress.

DISCUSSION

This report summarizes the key action items that have been completed by the Authority during 2018-2020; the adoption of the Lakehead Region Conservation Authority Five Year Strategic Plan 2018-2022 occurred in January 2018. The report not only summarizes completed action items from 2018 to 2020 but also sets out several planned action items for 2021 and into the remaining years of the Strategic Plan period.

The attached Strategic Plan Action Item Tracking Table goes into detail breaking down completed and proposed action items under each of the four priorities of the Strategic Plan and each priority’s corresponding initiatives.

FINANCIAL IMPLICATIONS

Future Strategic Plan action items will be included in future budgets as applicable.

CONCLUSION

The Strategic Plan has been instrumental in directing workplans and projects in an effort to achieve the goals as set out in the Strategic Plan. The primary focus of the Authority for the remainder of the Strategic Plan period will continue with community outreach and policy development, in an effort to ensure that policies and procedures are up-to-date and relevant, and to continue the growth and relevance of the Authority’s public perception.

BACKGROUND

The Lakehead Region Conservation Authority Five Year Strategic Plan 2018-2022 was adopted by the Board on January 31, 2018. Since its adoption, the Strategic Plan has served as a tool for the Board and staff of the LRCA to help guide decision-making processes and project development during the five-year Strategic Plan period.


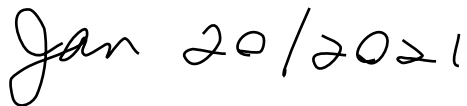
REFERENCE MATERIAL ATTACHED

- Strategic Plan Action Item Tracking Table January 2018 to December 2020

PREPARED BY:

Ryan Mackett, Communications Manager

REVIEWED BY:

THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer	DATE: 
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2018 - 2022 LRCA STRATEGIC PLAN: Action Item Tracking – 2018 - 2020

CONSERVE & SUSTAIN		PROTECT & SUPPORT		CONNECT & EXPLORE		GOVERN & ENHANCE	
<i>Enhance the management and sustainability of natural habitats and ecosystems through an integrated approach.</i>		<i>Safeguard people, property and communities through robust watershed management.</i>		<i>Maximize intergenerational educational, engagement, and recreational opportunities through strong collaborations.</i>		<i>Distinguish the organization as a leader in environmentally-sustainable practices and responsible stewardship.</i>	
INITIATIVES → Action Items		INITIATIVES → Action Items		INITIATIVES → Action Items		INITIATIVES → Action Items	
<i>Support, strengthen and encourage environmental stewardship and sustainability.</i>		<i>Increase awareness of the impacts of floods and hazards and the importance of mitigation.</i>		<i>Emphasize a sense of place through positive and equitable interactive experiences.</i>		<i>Optimize organizational performance through policy and measurable actions to improve accountability and transparency.</i>	
Proposed	Completed	Proposed	Completed	Proposed	Completed	Proposed	Completed
2021 <ul style="list-style-type: none"> Implement the Superior Stewards program Shoreline restoration at Mission Island Marsh Conservation Area 	2018 <ul style="list-style-type: none"> Installed a water bottle filling station at the Administrative Office, which is available to visitors and staff of the LRCA. Installed a pollinator garden at the Administrative Office. Initiated a composting program at Administrative Office. Permitted the City of Thunder Bay to install a Low Impact Development Site on LRCA owned and at the corner of Parkway and Edward Street 2019 <ul style="list-style-type: none"> Creation of LRCA “Green Team” 	2021 <ul style="list-style-type: none"> Create on-line mapping platform for the public to access and review regulated area Victor/Broadway Bank Stabilization Assessment Study 	2018 <ul style="list-style-type: none"> Neebing River Floodplain Mapping Update, including mail out and open house Presentation to the Municipal Engineers Association regarding Neebing-McIntyre Floodway 2019 <ul style="list-style-type: none"> McVicar Creek Floodplain Mapping Update, including mail out and open house Kaministiquia River Erosion Sites Inventory Report, including mail out and open house Presentation to the Climate Adaptation Working Group regarding Neebing-McIntyre Floodway 2020 <ul style="list-style-type: none"> Kaministiquia River Floodplain 	2021 <ul style="list-style-type: none"> LRCA will continue with Dorion Birding Festival 2022-2023 <ul style="list-style-type: none"> Construction of birding tower at Hurkett Cove Conservation Area in partnership with Parks Canada 	2018 <ul style="list-style-type: none"> Lake Superior Watershed Conservancy/Lake Superior Water Trail signage installed at Silver harbour and Little Trout Bay Conservation Areas Added 250 meters of trail to the Dam Trail at Hazelwood Replaced dock at Hazelwood Developed an outdoor classroom at Hazelwood 2019 <ul style="list-style-type: none"> LRCA took over and administered the Dorion Birding Festival Nature Conservancy of Canada/LRCA linked trail developed at Little Trout Bay Scuba Diving approved as an 	Policies to be created/ updated: <ul style="list-style-type: none"> Indemnification By-Law Customer Centric Service Statement/Policy 2021 <ul style="list-style-type: none"> Review Tangible Capital Assets threshold and amortization (3-year term items) Create Travel Policy Create Overtime Policy Communications Manager to complete CA University Review of Lakehead Conservation Foundation By-Law Asset Management Plan update Land Acquisition Policy 	2018 <ul style="list-style-type: none"> Administrative By-Law Remuneration of Board Members Policy Christmas Closure Policy Bereavement Leave Policy Finance Manager completed CA University 2019 <ul style="list-style-type: none"> Board Member Training Board Member Reference Manual Media Relations Policy Purchasing Policy update Section 28 – Compliance and Enforcement 2020 <ul style="list-style-type: none"> Updated Administrative By-Law to allow for electronic meetings



2018 - 2022 LRCA STRATEGIC PLAN: Action Item Tracking – 2018 - 2020

	<p>2020</p> <ul style="list-style-type: none"> Hired Stewardship Intern position Removed invasive species from LRCA lands 		<p>Mapping Update, including mail out and public open house</p> <ul style="list-style-type: none"> Pennock Creek Floodplain Mapping Update, including mail out Mosquito Creek Floodplain Mapping Update, including mail out 		<p>authorized activity at Silver Harbour and Little Trout Bay</p> <ul style="list-style-type: none"> Formal partnership with Wally Peterson regarding a dive park at Silver Harbour Development of 60 metre spur trail leading from existing trail to new lookout point on Cranberry Bay at Hurkett Cove Developed 120 metres of boardwalk along lookout trail at Little Trout Bay Developed 40 metres of boardwalk along trail system at Mills Block 	<p>2022</p> <ul style="list-style-type: none"> Review Tangible Capital Assets threshold and amortization (5-year term items) Review Administrative By-Law Review Reserve policy 	<ul style="list-style-type: none"> Updated Hearing Guidelines to allow for electronic Hearings
<p><i>Manage future growth through a systematic evaluation of assets and landholdings.</i></p>		<p><i>Demonstrate effective land use planning and emergency flood management through a collaborative approach.</i></p>		<p><i>Develop a communications strategy to engage diverse stakeholders.</i></p>		<p><i>Build a resilient financial model based on capacity, capabilities and public expectations.</i></p>	
Proposed	Completed	Proposed	Completed	Proposed	Completed	Proposed	Completed
<p>2021</p> <ul style="list-style-type: none"> Asset Management Plan Update Create a policy and tracking method to record all inspections of LRCA owned land Update property inspection forms 	<p>2018</p> <ul style="list-style-type: none"> Risk Management inspection completed with insurance provider Selective harvesting at Wishart Forest as part of Forest Management Plan Tree planting at Wishart Forest and McVicar Creek properties <p>2019</p>	<p>2021</p> <ul style="list-style-type: none"> Develop a Predictive Flood Model (subject to funding) Update partner Flood Warnings System Binders with updated floodplain mapping information for various return periods 	<p>2018</p> <ul style="list-style-type: none"> Provided a presentation to City Engineering regarding LRCA programs Hosted Spring Melt Meeting <p>2019</p> <ul style="list-style-type: none"> Hosted Spring Melt Meeting Watershed Manager appointed as LRCA Provincial Offences Officer 	<p>2021</p> <ul style="list-style-type: none"> Create Communications Strategy Create Areas Payment messaging to coincide with installation of pay and display units at Cascades and Mission 	<p>2019</p> <ul style="list-style-type: none"> Created two additional fact sheets (Source Water Protection and Conservation Areas) Media Relations Policy <p>2020</p> <ul style="list-style-type: none"> Created five additional fact sheets (DFO, Beavers, and Kaministiquia River, Pennock 	<p>2021</p> <ul style="list-style-type: none"> Create Areas Payment messaging to coincide with installation of pay and display units at Cascades and Mission In order to reduce reliance on municipal levy increase parking fee and Explore Card pass to generate more 	<p>2018</p> <ul style="list-style-type: none"> Updated Reserve Policy Funding Application Internal Procedure <p>2019</p> <ul style="list-style-type: none"> Pay Equity/Salary Grid Review Revised budget format to correlate with CA Act amendments Update Purchasing Policy



2018 - 2022 LRCA STRATEGIC PLAN: Action Item Tracking – 2018 - 2020

	<ul style="list-style-type: none"> • Tree planting at Wishart Forest <p>2020</p> <ul style="list-style-type: none"> • Staff-led Bio-inventory of Wakefield Common • Ocean Bridge-led bio-inventory of Hurkett Cove • Selective harvesting at Williams Forest as part of Forest Management Plan • Implement recommendations from Marsh inspection 		<ul style="list-style-type: none"> • Presentation to Oliver Paipoonge Council regarding LRCA role • Update partner Flood Warnings System Binders with updated floodplain mapping information for various return periods • Hosted Whitefish River post-event meeting <p>2020</p> <ul style="list-style-type: none"> • Provided Spring Melt presentation • CAO appointed as LRCA Provincial Offences Officer • Presentation to Ontario Flood Forecasting and Warning Workshop regarding Whitefish River flood event 		<p>Creek and Mosquito Creek Watersheds)</p>	<p>revenue to operate areas</p> <ul style="list-style-type: none"> • Create RFP guidance document • Begin collecting a Fee for Service for Plan Review comments in order to reduce required municipal levy for delegated Plan Review responsibility 	<p>2020</p> <ul style="list-style-type: none"> • Execute MOUs with Member Municipalities and LRPB to initiate a Fee for Service for Plan Review commenting services.
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2018 - 2022 LRCA STRATEGIC PLAN: Action Item Tracking – 2018 - 2020

<i>Collaborate with member municipalities and community partners to foster an integrated watershed management approach.</i>		<i>Maintain and enhance flood control infrastructure to minimize the impacts of flooding, erosion, and sedimentation.</i>		<i>Strengthen a shared interest in conservation through collaboration with existing and new partners.</i>		<i>Create a dynamic culture of learning, safety, and positivity.</i>	
<i>Proposed</i>	<i>Completed</i>	<i>Proposed</i>	<i>Completed</i>	<i>Proposed</i>	<i>Completed</i>	<i>Proposed</i>	<i>Completed</i>
<p>2021</p> <ul style="list-style-type: none"> Host 2nd Annual Partners gathering 	<p>2018</p> <ul style="list-style-type: none"> 1st Annual Partners gathering with EcoSuperior and City of Thunder Bay promoting a common understanding of each partners' mandate and promoting working together. Member of EarthCare Water Working Group Member of EarthCare Climate Change Adaptation Working Group <p>2019</p> <ul style="list-style-type: none"> Hosted and Participated in Stewardship Council Non-Profit Conservation Group Meeting 	<p>2021</p> <ul style="list-style-type: none"> Complete repairs on Hazelwood Lake Dam Annual Floodway sediment survey 	<p>2018</p> <ul style="list-style-type: none"> City of Thunder Bay and LRCA Floodway Agreement extended Full survey of the Diversion Channel Annual sediment survey <p>2019</p> <ul style="list-style-type: none"> Annual Floodway sediment survey Maintenance dredging of Floodway channel between William Street and Balmoral Street City of Thunder Bay and LRCA Floodway Agreement extended <p>2020</p> <ul style="list-style-type: none"> Extended Floodway Agreement with City of Thunder Bay until 2022 Completed vegetation removal of Diversion Channel Annual Floodway sediment survey 	<p>2021</p> <ul style="list-style-type: none"> Host 2nd Annual Partners gathering 	<p>2018</p> <ul style="list-style-type: none"> 1st Annual Partners gathering with EcoSuperior and City of Thunder Bay Partnered with 69 community partners at various events, workshops, programs, etc. <p>2019</p> <ul style="list-style-type: none"> Hosted and participated in Stewardship Council Non-Profit Conservation Group Meeting <p>2020</p> <ul style="list-style-type: none"> Conducted several presentations for Lakehead University and Confederation College students Created a major project in collaboration with Lakehead University for Resource Management students Hosted Ocean Bridge at Hurkett Cove Conservation Area in continuation of that partnership 	<p>2021</p> <ul style="list-style-type: none"> Participate in the Health and Safety Excellence Program <p>Planned Training:</p> <ul style="list-style-type: none"> ATV training WHMIS refresher 	<p>2018</p> <ul style="list-style-type: none"> Joined Northern Chapter Safety Group Installed an AED in Administrative Office Employee Assistance Program added to provided staff benefits Health and Safety Policy Statement updated <p>Created Policies:</p> <ul style="list-style-type: none"> Written Roles and Responsibilities updated Return to Work Inspection Procedures updated Slips, Trips and Falls Supervisor Competency Standard Near Miss <p>Completed Training:</p> <ul style="list-style-type: none"> Competent Supervisor Training Safe Needle handling training Needle handling kits placed in all vehicles Safe Driving for Work training <p>2019</p>



2018 - 2022 LRCA STRATEGIC PLAN: Action Item Tracking – 2018 - 2020

							<ul style="list-style-type: none"> • Member of Northern Chapter Safety Group <p>Created Policies:</p> <ul style="list-style-type: none"> • Sharps Procedure • Personal Protective Equipment update • Supervisory Competency Standard update • Health and Safety Orientation • Incident Investigations • Return to Work Self-Assessment <p>Completed Training:</p> <ul style="list-style-type: none"> • WHMIS refresher training • Occupational Health and Safety Awareness Training for Supervisors in Ontario • Sharps Training • First Aid Refresher • Personal Protective Equipment Training • Due Diligence Implementing and Managing Occupational Health and Safety • Guide to Workplace Incident Investigations <p>2020</p> <ul style="list-style-type: none"> • Register and participate in the Health and Safety Excellence Program <p>Created Policies:</p> <ul style="list-style-type: none"> • Working Alone
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2018 - 2022 LRCA STRATEGIC PLAN: Action Item Tracking – 2018 - 2020

							<ul style="list-style-type: none"> • Workplace Health Promotion • Risk Assessment • Wildlife Encounter • Contractor Management • COVID-19 Return to Work • COVID-19 Site Visits <p>Completed Training:</p> <ul style="list-style-type: none"> • COVID-19, Health and Safety Training • Infection, Prevention and Control
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<i>Optimize decision-making by sharing data and knowledge.</i>		<i>Evaluate the priorities for the protection and management of wetlands and natural heritage features.</i>		<i>Manage recreational areas for current and future generations.</i>		<i>Increase awareness of Indigenous knowledge and practices for integration into organizational decision-making.</i>	
<i>Proposed</i>	<i>Completed</i>	<i>Proposed</i>	<i>Completed</i>	<i>Proposed</i>	<i>Completed</i>	<i>Proposed</i>	<i>Completed</i>
<p>2021</p> <ul style="list-style-type: none"> • Provide some LRCA data through an open data portal • Create on-line mapping platform for the public to access and review regulated area 	<p>2018</p> <ul style="list-style-type: none"> • Provided completed McIntyre Wetland study to MNRF, City of Thunder Bay and Lakehead Rural Planning Board • Provided completed Neebing River Floodplain study to the City of Thunder Bay and Municipality of Oliver Paipoonge • Joint meeting with MNRF and DFO to discuss programs and partnership enhancement strategies <p>2019</p> <ul style="list-style-type: none"> • Provided completed McVicar Creek 	<p>2021</p> <ul style="list-style-type: none"> • Create wetland delineation strategy • Delineate wetland boundaries in remainder of LRCA Area of Jurisdiction 	<p>2018</p> <ul style="list-style-type: none"> • McIntyre watershed Wetland Evaluation <p>2019</p> <ul style="list-style-type: none"> • Neebing River Watershed Wetland Evaluation • Mosquito Creek Watershed Wetland Evaluation <p>2020</p> <ul style="list-style-type: none"> • Shoreline Restoration planning project for Fisherman’s Park West • Riparian/Wildlife Habitat in Thunder Bay Area of Concern project 	<p>2021</p> <ul style="list-style-type: none"> • Hazelwood Lake Trailhead signage • New trail at Cedar Falls • Install pay and display units at Mission and Cascades • Update area signage as required to reflect new messaged RE: payment requirements, COVID-19, etc. • Complete sign inventory <p>2022-2023</p> <ul style="list-style-type: none"> • Development of Wakefield 	<p>2018</p> <ul style="list-style-type: none"> • Risk Management inspection completed with insurance provider • New entrance sign at Mission Island Marsh Conservation Area • Picnic table installed at Cedar Falls Conservation Area and Mills Block Forest • Removable dock installed at Hazelwood Lake Conservation Area with funding and support from Union Gas 	<p>2021</p> <ul style="list-style-type: none"> • Develop Land Acknowledgement Statement for use at meetings, workshops, speaking engagements and events 	<p>2018</p> <ul style="list-style-type: none"> • Indigenous Awareness Session • Indigenous Engagement Workshop • Meeting with Indigenous Friendship Centre <p>2019</p> <ul style="list-style-type: none"> • Joined the “Wake the Giant” movement • Communications Manager attended Indigenous Engagement Training, Feb. 2019 • Medicine Walk Event in July 2019 • Formed new partnership with



2018 - 2022 LRCA STRATEGIC PLAN: Action Item Tracking – 2018 - 2020

	<p>Floodplain study to the City of Thunder Bay</p> <ul style="list-style-type: none"> • Provided completed Neebing River Watershed wetland study to the City of Thunder Bay, Municipality of Oliver Paiponge and MNRF • Provided completed Mosquito Creek Watershed wetland study to the City of Thunder Bay and MNRF • Provided City of Thunder Bay Committee of Adjustment Training • Provided Municipality of Oliver Paiponge Committee of Adjustment Training <p>2020</p> <ul style="list-style-type: none"> • Provided completed floodplain mapping studies with applicable member municipalities 			<p>Common into a Conservation Area</p>	<ul style="list-style-type: none"> • Rock installed at Hazelwood Drive causeway • Rock installed at Mission Island Marsh to mitigate erosion • Boardwalk railings reinforced at Mission Island Marsh <p>2019</p> <ul style="list-style-type: none"> • Hazelwood Lake Conservation Area Trail Extension • Wakefield Common donated to LRCA • Coin boxes in areas painted bright colours to increase visibility • Picnic area cleared at end of Hazelwood Dam Trail • Joint NCC/LRCA signage in Little Trout Bay CA pavilion • Installation of boardwalks at Little Trout Bay CA and Mills Block Forest • Coin box at Mission Island Marsh CA replaced via donation from Alloy Technical Welding <p>2020</p> <ul style="list-style-type: none"> • Purchase and installation of floating dock at 		<p>Thunder Bay Indigenous Friendship Centre</p> <ul style="list-style-type: none"> • Attend Maadaadizi event to welcome new indigenous students to area • Partnered with EcoSuperior to deliver a Medicine Walk at Mission Island Marsh CA as part of the Northern Ontario First Nations Environment Conference <p>2020</p> <ul style="list-style-type: none"> • Established partnership with Seventh Fire First Nations Secondary School • Select staff attended series of three Indigenous Relations training sessions via webinar • Medicine Walks held in August as part of a partnership with Ocean Bridge and in October as part of Living Classroom programs
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2018 - 2022 LRCA STRATEGIC PLAN: Action Item Tracking – 2018 - 2020

					<p>Hurkett Cove from funding through Parks Canada</p> <ul style="list-style-type: none"> • Installed two new concrete picnic table, one at Cedar Falls and the other at Cascades. • New hand railing installed along trail at Cascades • New entrance sign installed at Cedar Falls 		
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2018 - 2022 LRCA STRATEGIC PLAN: Action Item Tracking – 2018 - 2020

Integrate the impacts of climate change into future actions.			
Proposed	Completed		
2021 <ul style="list-style-type: none"> Participation in EarthCare Climate Change Working Group 	2018 <ul style="list-style-type: none"> Member of EarthCare Climate Change Adaptation Working Group 2020 <ul style="list-style-type: none"> Joined Climate Change Thunder Bay fact sheet creation team 		
Align watershed decision-making with stakeholders outside of the jurisdiction.			
Proposed	Completed		
2021 <ul style="list-style-type: none"> Meet with MNRF regarding Upper Kam and Nolalu regarding flooding issues on shared watersheds 	2019 <ul style="list-style-type: none"> LRCA accepts role of River Manager for the Eastern Section of the Boundary Waters Voyageur Waterway if Lake Superior to Lake of the Woods is added to route Hosted June 4, 2019 Whitefish River Post Flood Event meeting with all partners, including those responsible outside LRCA jurisdiction 		



LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	Land Management	REPORT NO.	LM-01-2021
DATE PREPARED	January 6, 2021	FILE NO.	11-4-4
MEETING DATE	January 27, 2021		
SUBJECT	2020 Hazard Tree Removal Program		

RECOMMENDATION

“THAT: Staff Report LM-01-2021 be received for information.”

LINK TO STRATEGIC PLAN

Connect and Explore:

- *Support, strengthen and encourage environmental stewardship and sustainability.*

EXECUTIVE SUMMARY

Lakehead Region Conservation Authority (LRCA) field staff conducted the annual Hazard Tree Removal Program during the months of October and November 2020. Trees were felled in all areas where there could be a danger to people and/or LRCA property. Hazard trees are chosen to be felled if they appear to be dead, dying and/or damaged. These trees can include large trees up to and over two feet in diameter and trees as small as four inches in diameter. A total of 304 hazard trees were removed from LRCA property during 2020.

Any trees posing an immediate danger (i.e. half-fallen trees, trees across trails) are felled as soon as possible.

DISCUSSION

In total, a total 304 trees were felled in 2020. The attached spreadsheet summarizes the location and species cut down per area.

Fallen trees are left in the general area to where they have fallen. Most often trees are cut and made to fall away from the trails or any structures; however, there are times when the trees must be felled along or across trails. When this occurs the trees are cut into manageable sections in order to be tossed off the trail. As the hazard trees decompose throughout the years they become nutrients for the soil, other vegetation such as mosses will grow on them and they will add to a healthier overall ecosystem. These trees also become habitat for smaller animals and insects.

When trees are considered to be dangerous for staff to remove, a professional forestry company is hired. In 2020, Rutter Urban Forestry was hired to remove one tree from Cascades.

FINANCIAL IMPLICATIONS

Staff time for this program is budgeted yearly as part of the LRCA levy process.

Cost of large Jack Pine tree felled and removed by Rutter Urban Forestry at Cascades Conservation Area: \$926.02.

CONCLUSION

In total 304 trees were removed from LRCA owned lands in 2020. The hazard tree program proactively addresses tree hazards to ensure the safety of staff and visitors to LRCA owned land and also minimizes risk to LRCA owned infrastructure.

BACKGROUND

The Hazard Tree Removal Program was passed by the LRCA Board of Directors on October 22, 2003. It stated:

“THAT: the Hazard Tree Evaluation and Abatement Guidelines will be endorsed by Lakehead Region Conservation Authority as a minimum standard for this activity.”

To date since 2003 the LRCA has felled 5,152 hazard trees from LRCA owned properties.


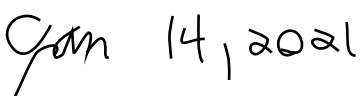
All individuals involved in the Hazard Tree Removal Program have their Chainsaw Safety and Operators Certification.

REFERENCE MATERIAL ATTACHED

2020 Hazard Tree Removal Summary Table

PREPARED BY:

Ryne Gilliam, Lands Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p>  <p>Tammy Cook, Chief Administrative Officer</p>	<p>DATE:</p> 
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2020 Hazard Tree Removal Summary

Property	Area	Tree Species							Total Trees Removed	Notes
		Poplar	Red Pine	Spruce	Birch	Balsam	Jackpine	Willow		
Cascades	Picnic Area						1		68	Contractor hired to remove one large Jack Pine tree from the picnic area.
	Red Trail	4		1			13			
	Orange Trail	6			3		3			
	Blue Trail	3			2		8			
	Yellow Trail	5			3		5			
	Paved/Green Trail	4					7			
Hazelwood Lake	Picnic Area	1							71	
	Beach Trail	11			1		1			
	Forest Community Trail	14	2	2	17	2	5			
	Dam Trail	6	1	1	6	1				
Hurkett Cove	Picnic Area								29	
	Trail System	26		1			2			
Cedar Falls	Picnic Area	1							17	
	Trail System			8			8			
Little Trout Bay	Picnic Area			2					20	
	Lookout Trail	3		2	1	1				
	Lake Front Trail	4		2	2	3				
Mission Island	Picnic Area								17	
	Trail System	17								
Silver Harbour	Picnic Area	3			3				6	
Mills Block Forest	Trail System	3		18			10		31	
Wishar Forest	Trail System	2		26	2	1	13		44	
Broadway/Victor					1				1	
TOTAL:									304	

**2020 TREASURER'S REPORT
MONTHLY EXPENSES**

	2020 BUDGET	NOVEMBER	TOTAL TO DATE	BALANCE REMAINING
REVENUE				
Provincial Grants	207,715	-	250,206	42,491
Municipal Levy	1,668,402	-	1,668,402	-
Self Generated	226,015	23,397	240,154	14,139
Other Revenue	313,587	23,210	115,739	197,848
TOTAL REVENUE	2,415,719	46,606	2,274,501	141,218
EXPENSES				
Core Mandate Operating				
Administration	512,194	31,205	432,224	79,970
Community Relations	121,940	7,031	93,228	28,712
Natural Hazard and Protection Management	762,533	30,784	507,179	255,354
Conservation and Management of Cons. Auth. Lands	203,641	13,381	147,191	56,450
Drinking Water Source Protection	56,775	3,747	49,519	7,256
Total Core Mandate Operating	1,657,083	86,148	1,229,342	427,741
Non Core Mandate Operating				
Other Programming	118,207	26,463	123,358	5,151
Total None Core Mandate	118,207	26,463	123,358	5,151
Total Core and Non Core Mandate Operating	1,775,290	112,611	1,352,700	422,590
Core Mandate Capital				
Natural Hazard and Protection Management	498,629	23,078	117,646	380,983
Authority Office	20,000	742	11,905	8,095
Conservation and Management of Cons. Auth. Lands	121,800	294	4,234	117,566
Total Core Mandate Capital	640,429	24,114	133,785	506,644
Total Operating and Capital	2,415,719	136,725	1,486,485	929,234

**2020 TREASURER'S REPORT
MONTHLY EXPENSES**

	2020 BUDGET	DECEMBER	TOTAL TO DATE	BALANCE REMAINING
REVENUE				
Provincial Grants	207,715	-	250,206 -	42,491
Municipal Levy	1,668,402	-	1,668,402	-
Self Generated	226,015	29,622	269,776 -	43,761
Other Revenue	313,587	16	115,755	197,832
TOTAL REVENUE	2,415,719	29,637	2,304,138	111,581
EXPENSES				
Core Mandate Operating				
Administration	512,194	43,914	476,138	36,056
Community Relations	121,940	7,848	101,077	20,863
Natural Hazard and Protection Management	762,533	36,372	543,551	218,982
Conservation and Management of Cons. Auth. Lands	203,641	11,672	158,863	44,778
Drinking Water Source Protection	56,775	5,033	54,553	2,222
Total Core Mandate Operating	1,657,083	104,840	1,334,182	322,901
Non Core Mandate Operating				
Other Programming	118,207	9,747	133,105 -	14,898
Total None Core Mandate	118,207	9,747	133,105 -	14,898
Total Core and Non Core Mandate Operating	1,775,290	114,587	1,467,287	308,003
Core Mandate Capital				
Natural Hazard and Protection Management Authority Office	498,629	17,337	134,983	363,646
	20,000	3,765	15,670	4,330
Conservation and Management of Cons. Auth. Lands	121,800	4,831	9,066	112,734
Total Core Mandate Capital	640,429	25,933	159,719	480,710
Total Operating and Capital	2,415,719	140,520	1,627,006	788,713



LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	Finance	REPORT NO.	FIN-04-2021
DATE PREPARED	January 11, 2021	FILE NO.	Finance Office
MEETING DATE	January 27, 2021		
SUBJECT	2020 Investment Summary		

RECOMMENDATION

Suggested Resolution

“THAT: the Staff Report FIN-04-2021 be received.”

LINK TO STRATEGIC PLAN (2018-2022)

Govern and Enhance:

- *Optimize organizational performance through policy, and measurable actions to improve accountability and transparency.*
- *Build a resilient financial model based on capacity, capabilities and transparency.*

EXECUTIVE SUMMARY

In 2020 the LRCA had \$4,121,424 invested in the One Investment program. This investment program is available only to municipalities and its affiliated agencies. Throughout the year the LRCA earned \$51,109.01 of interest investing in the High Interest Saving Account (HISA). The operating account (RBC) also generated \$18,189.70 in interest revenue in the year, with a total interest revenue in 2020 of \$69,298.71. All revenue is recorded in the Administration Fund to offset the annual administration portion of the municipal levy. The 2020 interest was \$46,747.09 lower than budgeted due to the impacts of COVID-19. The HISA account rate of return on investments went from 2.65% down to 0.91% for the final eleven months of 2020. This decrease in interest revenue was offset through savings in travel and training (which were not undertaken due to COVID-19) and lower than anticipated legal fees.

DISCUSSION

Authority funds are invested annually as outlined in Finance Policy FIN-02: Investment of Authority Funds. The Authority is generally in a positive cash flow position that allows for short term investments. In 2020, positive cash flow allowed the LRCA to invest in the One Investment Program, which allows for higher interest rates and the flexibility to withdraw funds as required without penalty.

Type of Investment	Interest Rate	Date Invested	Date Matured	Interest Earned
High Interest Savings Account LAS	Variable	January 1, 2020	December 31, 2020	\$51,109.01
General Interest	Variable	January 1, 2020	December 31, 2020	\$18,189.70
Total Interest Revenue				\$69,298.71

The 2020 interest was \$46,747.09 lower than budgeted due to COVID-19. The HISA account rate of return on investments went from 2.65% down to 0.91% for the final eleven months of 2020. The 2021 HISA rate of return has reduced even further to 0.1695%. Staff have been proactive and have moved the investments from One Investment to RBC which is currently providing a 0.65% rate of return.

FINANCIAL IMPLICATIONS

In 2020, the One Investment Program's HISA earned interest revenue of \$51,109.01, while the operating account interest revenue earned \$18,189.70, with a total investment income revenue of \$69,298.71. Per the Finance Policy, interest was recorded in the Administration Fund to offset levy. The decrease in interest revenue of \$47,747.09 (compared to revenue anticipated in the 2020 budget) has been offset by savings in travel and training (which were not under taken in 2020) and lower than anticipated legal fees.

CONCLUSION

Lower than anticipated rates of return (2.65% to 0.91%) in the HISA were realized in 2020 due to COVID-19, resulting in \$47,747.09 less interest generated revenue, as compared to the 2020 budget. The loss in revenue was offset by reduced costs related to travel and training which were not undertaken and lower than anticipated legal fees. Overall, \$69,298.71 in interest was earned in 2021, which was recorded in the Administration Fund to offset required municipal levy.

BACKGROUND

Per Finance Policy FIN-02: Investment of Authority Funds, guidelines have been established for the investment of Authority funds. As required in the policy, a summary investment report is to be presented to the Board annually.

REFERENCE MATERIAL ATTACHED

None.

PREPARED BY: Mark Ambrose, Finance Manager

REVIEWED BY: Tammy Cook, Chief Administrative Officer

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE:</p> <p><i>Jan 14, 2021</i></p>
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LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	Finance	REPORT NO.	FIN-05-2021
DATE PREPARED	January 14, 2021	FILE NO.	Finance Office
MEETING DATE	January 27, 2021		
SUBJECT	2020 Donations Summary		

RECOMMENDATION

Suggested Resolution

“THAT: Staff Report FIN-05-2021 be received.”

LINK TO STRATEGIC PLAN (2018-2022)

Govern and Enhance:

- *Optimize organizational performance through policy, and measurable actions to improve accountability and transparency.*
- *Build a resilient financial model based on capacity, capabilities and transparency.*

EXECUTIVE SUMMARY

Annually, the Authority receives monetary and in-kind donations and sponsorships. Monetary donations and sponsorships are appropriated to various program areas such as environmental education, conservation areas, bird festival, etc. As a registered charity with the Canada Revenue Agency, tax receipts are issued as warranted to organizations and individuals.

The total value of donations in 2020 was \$36,743.28

DISCUSSION

The Authority is a registered non-profit organization and can accept donations from the general public. Since the LRCA is a registered charity with the Canada Revenue Agency, tax receipts are issued for each donation. The donations benefit the Authority in reducing the costs to run the educational program and other Authority run programs. Any donations of land or services are recognized as donations and are issued an income tax receipt based on their fair market value.

Donation Summary

Program area donation applied	Description	2020 \$	2019 \$	2018 \$
Environmental Education	General Donations	1,285.00	172.00	800.00
	Donations in Memory of	210.00	3,925.00	2,945.00
	LRCA Staff Donations	936.00	1,020.00	1,170.00
	Canada Helps	111.28	25.00	480.00
	Lakehead Conservation Foundation	17,500.00	20,000.00	18,000.00
	Red Lion Smokehouse			250.00
	TC Energy	5,000.00		
Stewardship (Water Festival)	OPG	5,000.00	5,000.00	10,000.00
Events	Enbridge – Bird Festival	3,500.00	3,500.00	
	Dorion Bird Festival Committee			1,000.00
	OPG – Waterfowl Viewing Day	1,000.00	700.00	700.00
Forest Management	Friends of Wishart		530.81	
	Northern Casket	26.00		
Conservation Areas	Upper River Running Club		150.00	
	General Donations	975.00		
	Union Gas – Hazelwood Dock			1,500.00
	In-Kind – Campbell Service – Mission Boardwalk Removal		2,421.77	
	In-Kind – Allied Technical Welding – Coin box, Mission Island Marsh		1,350.00	
	Sponsorship – OPG – Viewing Scopes Mission Island Marsh	1,200.00	1,200.00	1,200.00
	Nature Conservancy – Little Trout Bay sign		500.00	
	Thunder Bay Hiking Association		500.00	
Adopt a Bench				
Land Acquisition	Wakefield Common Property		95,000.00	
Total Donations		\$36,743.28	\$135,994.58	\$38,045.00

FINANCIAL IMPLICATIONS

Donations to the Authority assist in funding the Education Co-ordinator position, which is fully funded by non-levy revenue sources. Additionally, donations and sponsorships assist in off-setting costs to various programs year to year.

CONCLUSION

The Authority benefits from donations from the public by offsetting the cost of the Education Coordinator position as well as funding other Authority run programs. Monetary donations in 2020 were consistent with the past two years.

BACKGROUND


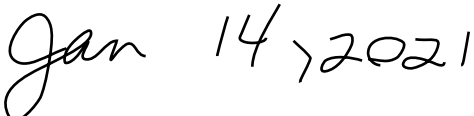
The LRCA is a registered non-profit organization and can accept donations from the general public and organizations. Since the LRCA is a registered charity with the Canada Revenue Agency, tax receipts are issued as warranted for each donation. Donations and sponsorships benefit the Authority by partially funding the Education Co-ordinator position as well as other programs run by the Authority. Any donations of land or services are recognized as donations and are issued an income tax receipt based on their fair market value.

REFERENCE MATERIAL ATTACHED

None

PREPARED BY: Mark Ambrose, Finance Manager

REVIEWED BY: Tammy Cook, Chief Administrative Officer

<p>THIS REPORT SIGNED AND VERIFIED BY:</p>  <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE:</p> 
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LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	CORPORATE	REPORT NO.	CORP-01-2021
DATE PREPARED	January 15, 2021	FILE NO.	
MEETING DATE	January 27, 2021		
SUBJECT	LRCA COVID-19 Summary – March 17, 2020 to January 15, 2021		

RECOMMENDATION

“THAT: Staff Report CORP-01-2021 be received.”

LINK TO STRATEGIC PLAN

All areas.

EXECUTIVE SUMMARY

Due to COVID-19 and declared states of emergency by the Province of Ontario and subsequent Provincial Orders, the LRCA has responded and altered its operations as a result of the unprecedented global pandemic. This report provides a summary of all actions taken by the LRCA for the period of March 17, 2020 to January 15, 2021.

Currently the Administrative office is closed to the public; Conservation Areas are open for the permitted use of exercise; and staff are working from home, with the exception of the Administrative Assistant and the Lands Manager (periodically in the office/garage). Other staff only attend the office to gather files/equipment, print cheques, etc. for short periods of time.

DISCUSSION

On March 11, 2020, the World Health Organization declared a global pandemic for the new Coronavirus (COVID-19). The COVID-19 pandemic has caused significant disruption to normal routines of government, businesses, and residents across the globe. On March 17, 2020, the Province of Ontario declared a state of emergency following travel bans and emergency measures put in place by the Government of Canada. Several Provincial Orders were put in place as a result. The state of emergency was undeclared on July 24, 2020; however, many Emergency Orders remain in effect, any will remain in effect for a prolonged period, subject to extensions by the province. The province declared a mandatory lock down for Northern Ontario for the period of December 26, 2020 to January 9, 2021. A second declaration of Emergency was declared in Ontario on January 12, 2021, followed by a Stay-at-Home Order, effective January 14, 2021.

The attached summary table provides a timeline of actions taken by the LRCA in response to COVID-19.

The health and welfare of all staff and visitors to our Conservation Areas and Administrative Office have and will continue to be prioritized until the conclusion of the pandemic.

Currently, the office is closed to the public and all staff are working from home, with the exception of the Administrative Assistant/Reception who is working solely from the Administrative Office. The CAO consulted with the Thunder Bay District Health Unit regarding having one person in the office, prior to initiating. Work considered to be “essential” per the provincial guidance includes operating and maintaining our lands (i.e. Conservation Areas/Administrative Office) and environmental monitoring (i.e. snow surveys) for Flood Forecasting purposes. All other work/programs will be completed remotely.

FINANCIAL IMPLICATIONS

Costs incurred by the LRCA to date for personal protective equipment, office barriers, etc. total \$4,753.00. An additional \$1,200.00 is expected for additional barriers to be installed in the front foyer to separate staff from the public. Funding in the amount of \$1,500.00 was secured from TC Energy for COVID-19 related expenses.

Cancelled LRCA events and cancelled events that were not attended resulted in some budgetary savings throughout the year (i.e. Biennial Tour, Latornell Conference, Conservation Ontario meetings in Toronto).

A significant loss in interest revenue as a result of COVID-19 was realized amounting in over \$46,747.09 less in the anticipated revenue compared to the forecasted revenue in the 2020 budget. Due to anticipated low interest rates provided for our high interest savings account with One Invest, staff have pro-actively moved back to the Royal Bank, which is offering a higher interest rate.

Additionally, the cancellation of the 2020 Wine Tasting Fundraiser and cancellation of the 2021 Dinner Auction will have an impact on future annual donations from the LCF to fund the Education Coordinator position. It is noted that no donation will be forthcoming in 2021, which was reflected in the 2021 budget.

CONCLUSION

The LRCA has responded and altered operations as a result of the unprecedented pandemic and will continue to monitor provincial direction and react accordingly.

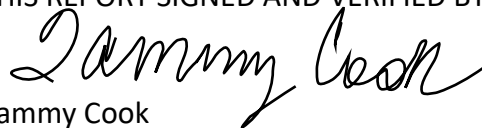
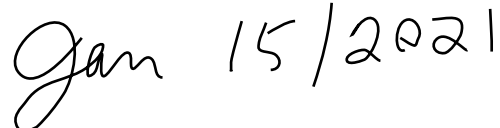
BACKGROUND

None.

REFERENCE MATERIAL ATTACHED

LRCA COVID-19 Summary, March 17, 2020 to January 15, 2021.

PREPARED BY: Tammy Cook, CAO

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p></p> <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE:</p> <p></p>
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LRCA COVID-19 Summary, March 18, 2020 to January 15, 2021

Provincial State of Emergency in effect March 17 to July 24, 2020

Provincial State of Emergency declared January 12, 2021 to present

Northern Ontario Mandatory Lock-Down December 26, 2020 to January 9, 2021

Stay at Home Order Issued – January 14, 2021

Program Area	Date	Response
COVID Expenses		<ul style="list-style-type: none"> • \$4,753 to date. • Additional \$1200.00 + expected for modifications to public foyer for physical distancing and barriers. • Additional cost anticipated to reconfigure glass all to separate staff lunchroom from public foyer. • \$1,500.00 COVID funding received from TC Energy for COVID expenses.
Administration Office	March 18, 2020	Closed to the public.
	March 24, 2020	Ransom Ware attack.
	August 1, 2020	Cleaning contractors begin weekly cleaning of office.
	August 10, 2020	Office opened to the public. Masks required, sign in log of visitors.
	December 24, 2020 to January 3, 2021	Office closed for Christmas break.
	January 4, 2021	Office closed to the public and only essential staff in office due to mandatory lock down.
Staff	March 25, 2020	<ul style="list-style-type: none"> • All staff started working from home.
	May 11, 2020	<ul style="list-style-type: none"> • Field staff working full time from garage.
	May 25, 2020 to December 04, 2020	<ul style="list-style-type: none"> • Field Operation Lead Hand employment
	March 25 to August 3, 2020	<ul style="list-style-type: none"> • Periodically, one staff member in the office at a time.
	June 1, 2020 to August 28, 2020	<ul style="list-style-type: none"> • Conservation Area Labourer employment
	June 8, 2020 to November 27, 2020	<ul style="list-style-type: none"> • Floodway Labourer employment
	August 4 to 10, 2020	<ul style="list-style-type: none"> • Staff start transitioning back to working from office. • All staff to be back by September 1, 2020.
	2020	<ul style="list-style-type: none"> • 2 summer labourers not hired. • 2 summer Assistant Water Resources Technologists not hired.
	December 24, 2020 to present	<ul style="list-style-type: none"> • Staff working from home, only staff in office to perform essential duties (i.e. snow surveys, land management, financial duties). • Admin assistant working from the office beginning January 11, 2021.

LRCA COVID-19 Summary, March 18, 2020 to January 15, 2021

Provincial State of Emergency in effect March 17 to July 24, 2020

Provincial State of Emergency declared January 12, 2021 to present

Northern Ontario Mandatory Lock-Down December 26, 2020 to January 9, 2021

Stay at Home Order Issued – January 14, 2021

Health and Safety		<p>Developed Policies:</p> <ul style="list-style-type: none"> • HS-COVID-1: Best Practices During Pandemic • HS-COVID-2: Site Inspections During Pandemic • HS-COVID-3: Field Staff Operations During Pandemic • HS-COVID-4: Return to Work After Closure Due to Pandemic • HS-COVID-5: Mandatory Use of Masks or Face Coverings within LRCA Office
		Purchasing of PPE (i.e. masks, hand sanitizer, wipes, etc.).
	July 6, 2020	Installation of plexi-glass partition at front foyer.
	July 24, 2020	Masks mandatory in all common areas in Administrative Office.
	October 16, 2020	COVID screening tool using Microsoft Teams survey mandatory for all staff prior to entering office. Paper copy used for all other visitors.
Client Service		<ul style="list-style-type: none"> • Continuous service. • Plan Input and Regulation consultation completed remotely. Site visits as required.
Conservation Areas	March 18 to present	<ul style="list-style-type: none"> • Areas and boat launches open to the public. • Social media, e-newsletter and website updates periodically.
	March 18 to May 24, 2020.	<ul style="list-style-type: none"> • Weekly inspections and garbage removal by Lands Manager.
	March 26/27, 2020	<ul style="list-style-type: none"> • Closed signs placed on washrooms.
	May 1 to 6, 2020.	<ul style="list-style-type: none"> • Social distancing signage installed in all areas.
	May 7, 2020	<ul style="list-style-type: none"> • Diving permitted in areas.
	May 25 to present	<ul style="list-style-type: none"> • Weekly inspections, garbage removal, maintenance as needed.
	May 25 – June 8, 2020.	<ul style="list-style-type: none"> • Field staff begin contracts.
	July 8, 2020	<ul style="list-style-type: none"> • Washrooms opened.
	July 10, 2020	<ul style="list-style-type: none"> • AODA porta-potty installed at Mission Island Marsh Conservation Area. Removed October 30, 2020
	<ul style="list-style-type: none"> • Visitor volume to areas is considerably higher throughout COVID-19 • Total coin box revenue 2020 \$9,410 (2019 - \$5,319) (10 year average - \$4,458) • 2020 Explore Card sales \$8,250/275 cards (2019 - \$4,950/165 cards)(10 year average - \$4,916/164 cards) • 2021 Explore Cards sales to date - \$13,930/455 cards 	

LRCA COVID-19 Summary, March 18, 2020 to January 15, 2021

Provincial State of Emergency in effect March 17 to July 24, 2020

Provincial State of Emergency declared January 12, 2021 to present

Northern Ontario Mandatory Lock-Down December 26, 2020 to January 9, 2021

Stay at Home Order Issued – January 14, 2021

Board Meetings	2020	<ul style="list-style-type: none"> • March meeting cancelled. • MECP Directive issued to Conservation Authorities March 26, 2020 allowing for amendments to Administrative By-Law to allow for remote Board Member participation at Board and SWP meetings, enabling being part of quorum and voting. • April 29, 2020 Administration By-Law amended per MECP Directive. • April, May, June, and August via teleconference. • September, October, November via Microsoft Teams.
	2021	<ul style="list-style-type: none"> • January via Microsoft Teams (likely virtual for foreseeable future)
Cancelled LRCA Events and Programming	2020	<ul style="list-style-type: none"> • All in-school and field trip education programs • Pennock Creek Floodplain Mapping Update Public Open House – March 18 • Mosquito Creek Floodplain Mapping Update Public Open House – March 19 • Spring Water Awareness Education Program – March 23-27 • Watershed Connections Education Program – April 20-24 • Arbour Week Education Program – May 4-8 • Wine Tasting Fundraiser – May 7 • Private Landowners Tree Seedling Assistance Program • Bird Festival – May 23/24 • March Board Meeting – March 25 • Spring Melt Meeting – April 2 • LCF Meeting – April 20 • Hazelwood Lake Family Fun Day – July 19 • Little Trout Day By The Bay – August 22 • Living Classroom Seniors Programs – May 21; June 25; July 23; August 20 • Christmas Social – December 10
	2021	<ul style="list-style-type: none"> • LCF Dinner Auction, February 11, 2021 • LCF Wine Tasting, May 6, 2021 (likely) • Private Landowners Tree Seedling Assistance Program. April 6 – May 12 • Most 2021 public events likely to be cancelled • 2021 TD FEF-funded workshops may occur in limited capacity, if permitted under Provincial Orders at that time; otherwise, may be held virtually or cancelled

LRCA COVID-19 Summary, March 18, 2020 to January 15, 2021

Provincial State of Emergency in effect March 17 to July 24, 2020

Provincial State of Emergency declared January 12, 2021 to present

Northern Ontario Mandatory Lock-Down December 26, 2020 to January 9, 2021

Stay at Home Order Issued – January 14, 2021

Other Cancelled Events	2020	<ul style="list-style-type: none"> • Lakehead University in-class presentation – March 20 • Lakehead University Forestry public event – March 25 • Conservation Authorities University – April 7,8; June 18, 19 • CLE Home & Garden Show – April 3-5 • Conservation Ontario Meetings – April and June • Thunder Bay Master Gardener’s public event – June 13 • Conservation Authorities Biennial Tour – September • Conservation Areas Workshop – October (held virtually) • Latornell Conference – November (some sessions held virtually) • City of Thunder Bay 55+ Nature Hikes – July 20; August 6; August 17
	2021	<ul style="list-style-type: none"> •



LAKEHEAD REGION

CONSERVATION AUTHORITY

PROGRAM AREA	CORPORATE	REPORT NO.	CORP-2-2021
DATE PREPARED	January 18, 2021	FILE NO.	35-2-1
MEETING DATE	January 27, 2021		
SUBJECT	Bill 229 – Approved Amendments to <i>Conservation Authorities Act</i>		

RECOMMENDATION

Suggested Resolution

“THAT: Staff Report CORP-2-2021 be received.”

LINK TO STRATEGIC PLAN

All sections of the Strategic Plan are impacted by Bill 229, Schedule 6, including limiting the LRCA’s ability to achieve our Vision of a healthy, safe and sustainable Lakehead Watershed for future generations, or working towards our Mission to lead the conservation and protection of the Lakehead Watershed.

EXECUTIVE SUMMARY

On December 8, 2020, Bill 229, Schedule 6, passed which included a number of changes to the *Conservation Authorities Act* (CA Act) and the *Planning Act* that significantly either limit or completely change the role of Conservation Authorities to protect Ontario’s environment and ensure people and property are safe from natural hazards.

The majority of the changes will come into effect at a later date, through the drafting of regulations. The province has created a Conservation Authority Working Group that are tasked with advising the province through this process. It is anticipated that the changes will have an impact on current and future operations at the LRCA.

DISCUSSION

On November 5th, the Province introduced Bill 229, *Protect, Support and Recover from COVID 19 Act (Budget Measures), 2020*. Major concerns were identified under Schedule 6 and included: removal of CAs as public bodies under the *Planning Act*, and amendments to the *Conservation Authorities Act* related to Section 28 regulations, prescribing standards and requirements for non-mandatory programs and services and governance. On November 30th, Conservation Ontario presented to the Standing Committee on Finance and Economic Affairs asking them to remove Schedule 6 of Bill 229. Significant communication efforts were implemented by both Conservation Ontario and local conservation authorities after the introduction of the Bill. Additionally, many supporters of Conservation Authorities and their programs voiced their concerns petitioning the province to remove Schedule 6 from Bill 229.

Despite the petitioning for the removal of the Schedule from the Bill, the Bill passed third reading and received Royal Assent on December 8th and while it did include some amendments (e.g. Duty of Members to the objects of the authority), it still enables the Minister to issue a permit instead of the conservation authority and multiple appeal avenues. New amendments to Section 28 from the Standing Committee require a conservation authority to issue a permit if a zoning order (under the *Planning Act*) has been issued outside the Greenbelt. Other than some housekeeping amendments, the new amendments to Section 28 re: zoning orders are the only clauses that were enacted with Royal Assent. MECP staff provided a presentation to CO Council in December on the CA Act amendments and timeline/next steps (Attachment 1).

A resolution was passed by CO Council asking the Province to amend the *CA Act* and/or regulations to add indemnification clauses for the good faith operation of essential flood and erosion control infrastructure and programming and for issuance of permits under the new provisions of the *CA Act* and associated *Planning Act* Minister Zoning Order decisions (Attachment 2).

The province has created a *Conservation Authorities Act* Working Group (see Attachment 3) with appointed membership which includes members from Conservation Authorities, Conservation Ontario, AMO, Mayor of Township of Monaghan, Ontario Federation of Agriculture and representatives from the development community. Mr. Brian Taylor, CAO North Bay-Mattawa Conservation Authority, has been appointed to represent the northern Conservation Authorities. Mr. Taylor has extensive experience and will be great representative for the north. The first scheduled meeting of the working group will be held on January 20th. The Northern Conservation Authorities are planning on meeting on January 22, 2021. It is noted that the working group members were required to sign a confidentiality agreement; therefore, it is not known at this time what the members will be permitted to share with the collective.

Attached as Attachment 4 is a table summarizing changes to the *CA Act* and anticipated impacts to the LRCA. The majority of the changes are to be enacted at a later date, including the approval of several regulations that will affect the operation of the LRCA.

Some key changes include:

- CA must issue a permit for anything that has received a Municipal Zoning Order (regardless if it meets our tests for approval), the Authority can attach conditions, but they are appealable to the Minister.
- When enacted:
 - The City of Thunder Bay will be required to have three appointed municipal councillors and can have one citizen appointee (now 2 and 2), unless municipality requests exemption.
 - Rural municipalities will not be able to appoint citizen appointees unless exemption granted.
 - Term of Chair/Vice Chair will be limited to 2 years, unless CA or municipality request extension.
 - Agricultural representative may be appointed to the Board.

- MOUs will be required for all non-mandatory programs that require municipal levy.
- LRCA will have to consult on programs and services.
- LRCA will have to develop and implement a transition plan.
- LRCA will have to develop a fee policy that adheres to provincial guidance.
- Minister can appoint an investigator (LRCA may have to pay for investigator).
- May be required to create and administer Advisory Boards.
- Budget approval process will be prescribed.

FINANCIAL IMPLICATIONS

The changes outlined in the Act will have an impact on future budgets and will require the execution of memorandums of understanding for all programs which are deemed to be non-core, as set out in a future regulation. Proposed changes may hinder the LRCA's ability to leverage other funding, due to delays if agreements are required for matching municipal funding. The province may also dictate the amount of fees and what fees may be charged for in the future.

Additionally, the liability of the Authority may be put at risk, if development is approved by the Minister in the future that results in a negative impact either in the short or long term to natural hazards in the LRCA's Area of Jurisdiction.

CONCLUSION

Bill 229 Schedule 6 has resulted in changes to the CA Act that significantly limit and change the role of conservation authorities in protecting Ontario's environment, negatively impacting the ability to ensure people and property are safe from natural hazards. The full impact will be understood once the associated regulations are enacted in the future.

BACKGROUND

Over the past several years, the CA Act has been changed by the province. The CA Act, as amended by the *Building Better Communities and Conserving Watersheds Act, 2017*, required all Conservation Authorities by December 12, 2018 to have Administrative By-laws enacted to ensure that all Conservation Authorities had a framework to ensure proper administration. The updated by-law, which was approved by the LRCA Board on September 26, 2018, includes provisions making key documents publicly available; including meeting agendas, meeting minutes and annual audits, which already addresses proposed legislation in Bill 229 making those documents public.

On April 5, 2019 the Ministry of Environment, Conservation and Parks (MECP) posted two Environmental Registry of Ontario postings to amend the CA Act with the intent to focus Conservation Authorities on delivering their core mandate and to improve governance, with the details to be prescribed in regulation. These changes were posted with no consultation with Conservation Ontario or the Conservation Authorities and were passed in June 2019 under Bill 108. After the passing, individual briefings were held with Conservation Authorities and Minister's staff, ministry staff and local MPPs (October to November 2019) and general

consultations were held with stakeholders early in 2020. The results of the consultations have yet to be made public.

On November 5, 2020, the province released their budget Bill 229; Protect, Support and Recover from COVID-19 Act (Budget Measures), 2020. Bill 229 included amendments to 44 Acts, including Schedule 6, the CA Act. These new amendments are described in the Environmental Registry (ERO) posting “to improve transparency and consistency in conservation authority operations, strengthen municipal and provincial oversight and streamline conservation authority roles in permitting and land use planning”.

While previously proposed changes to the act have been proposed on the ERO for a period of public comment, these new changes were posted on the ERO for “information only using Section 33 of the Environmental Bill of Rights, 1993 (EBR) which exempts proposals from the public consultation requirements under the EBR if the proposal forms part of or gives effect to a budget or economic statement presented for the Legislative Assembly”. MECP held a briefing webinar with Conservation Authorities on November 9, 2020, during which they provided an overview of Schedule 6; however, could not answer the majority of the questions posed regarding the intent or clarifying some of the changes. It is understood that MECP also held webinars between November 13-17th with municipalities and stakeholders.

Staff participated in a meeting with MPP Judith Monteith-Farrell, MNRF critic, on November 13, 2020 to express concerns related to Bill 229. She had previously met with Kim Gavine, General Manager from Conservation Ontario. The Chair and CAO have engaged with local media related to Bill 229. On December 6, 2020 Judith Monteith-Farrell send a letter to the Premier calling on the government to withdraw Schedule 6 from Bill 229 (Attachment 5). Both MPP Judith Monteith-Farrell and Michael Gravelle received petition style emails from supporters in their ridings, which prompted them to forward them onto the respective Ministers petitioning for the removal of the Schedule.

Supporting resolutions and resolutions to withdraw Schedule 6 were passed by the Municipality of Shuniah, Township of O’Connor, City of Thunder Bay, Municipality of Neebing and Municipality of Oliver Paipoonge.

The LRCA Board of Directors passed the following resolution at their November 25, 2020 Board Meeting:

“WHEREAS the Province has introduced Bill 229, Protect, Support and Recover from COVID-19 Act – Schedule 6 – Conservation Authorities Act;

AND WHEREAS the proposed changes will limit Conservation Authorities ability to ensure people and property are protected from natural hazards and result in short- and long-term negative impacts to the environment;

THEREFORE BE IT RESOLVED THAT the Lakehead Region Conservation Authority Board of Directors request the removal of Schedule 6 from Bill 229, and that a copy of this resolution be forwarded to Premier Doug Ford, Judith Monteith Farrell MPP, Michael Gravelle MPP, and

Ministers of Environment Conservation and Parks, Natural Resources and Forestry, Municipal Affairs and Housing and Finance and all Member Municipalities of the Lakehead Region Conservation Authority.”

REFERENCE MATERIAL ATTACHED

Attachment 1 – MECP Presentation – Conservation Authorities Act Amendments – CO Council Meeting, December 2020

Attachment 2 – Conservation Ontario letter to MECP Minister, requesting indemnification clause in Conservation Authorities Act or regulations


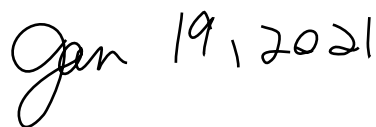
Attachment 3 – MECP email to LRCA re: CAA Working Group

Attachment 4 - Table of Changes to CA Act per Bill 229, Implications to LRCA

Attachment 5 – Judith Monteith-Farrell letter to Premier to withdraw Schedule 6, December 2, 2020

PREPARED BY:

Tammy Cook, CAO

THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer	DATE: 
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Ministry of the Environment, Conservation & Parks

Conservation Authorities Act Amendments - CO Council Meeting

December 2020

Conservation and Source Protection Branch

MECP

Summary of Amendments

- Through Bill 229, the *Protect, Support and Recover from COVID-19 Act, 2020*, the Ministry of the Environment, Conservation and Parks introduced a number of proposed amendments to the *Conservation Authorities Act (CAA)* and the *Planning Act* (in Schedule 6 of the Bill). The Bill received Royal Assent on December 8, 2020. The amendments:
 - Provide additional oversight for municipalities and the province, and improve consistency and transparency of the programs and services that CAs deliver.
 - Streamline CAs' permitting and land use planning reviews to increase accountability, consistency and transparency.
- In the coming weeks, the ministry will also be proposing regulations and policies to support the goals of its CA Review.

Amendments Made To Bill 229 At Standing Committee

- Following the introduction of Bill 229, the Ministry of Environment, Conservation and Parks held discussions with a wide range of stakeholders, including municipalities, conservation authorities, developers and citizens, and have made adjustments to its proposals in the Bill based on their valuable feedback. These include:
 - **Programs and Services:**
 - Removed the ability for the Lieutenant-Governor-In-Council to make a regulation scoping the types of non-mandatory programs and services conservation authorities could provide.
 - **Composition of Authority Membership:**
 - Replaced the term “municipal councillors” with “members of council” to clarify that members appointed to a conservation authority by a participating municipality could include mayors.
 - Required that at least 70% of the members that a participating municipality appoint to an authority be selected from members of its municipal council (rather than 100%).
 - Added a provision allowing the Minister to grant an exception from this requirement at the request of a participating municipality.

Amendments Made To Bill 229 At Standing Committee

- **Composition of Authority Membership:**
 - Added a provision allowing the Minister to grant an exception to the requirement to rotate chairs and vice-chairs amongst participating municipalities, at the request of a participating municipality or conservation authority.
 - This exception could also be granted by the Minister with respect to the requirement that chairs and vice-chairs can only be appointed for one year terms, for no more than two consecutive terms.
 - Removed the requirement that municipally appointed members generally act on behalf of their appointing municipality while continuing to repeal the unproclaimed provision that members act in the interest of the conservation authority. This change will ensure conservation authority members balance different considerations and act in the best interests of both their appointing municipality and the conservation authority, depending on the context.
 - The ministry will ensure there is training and governance in place for authority members so that they are aware of the requirements of good governance and appropriate accountability.

Amendments Made To Bill 229 At Standing Committee

- **Composition of Authority Membership:**
 - Added voting restrictions on the agricultural sector representative (appointed by the Minister) to clarify which matters the representative could vote on.
 - The member would not be able to vote on conservation authority enlargements, amalgamations, dissolutions or budgetary matters.
- **Appeals:**
 - Removed a conservation authority's ability as a person or public body to launch an appeal to the Local Planning Appeal Tribunal ("LPAT") or be party to an appeal, except in relation to issues related to natural hazard risks as prescribed by regulation.
 - Preserved a conservation authority's ability to appeal where the authority is an applicant under the *Planning Act*.
 - Added a transition provision related to the proposed *Planning Act* amendment, providing more clarity that the provision should be applied prospectively.

Amendments Made To Bill 229 At Standing Committee

- **Enforcement:**
 - Enabled conservation authorities to issue stop work orders but limited the use of them in a way that it is consistent with entry powers without warrants.
 - Adjusted the language of enforcement motions about warrantless entry for compliance to apply where there is “significant damage” rather than damage with a significant effect.

- **Other:**
 - Clarified how budget matters are to be addressed, by introducing a new regulation making authority governing budget matters that relate to conservation authorities, which would include:
 - prescribing matters as budgetary matters;
 - respecting the process authorities must follow when preparing a budget and the consultations that are required; and
 - providing for rules and procedures governing meetings and voting on budget matters.

Timeline and Next Steps

- The Ministry of the Environment, Conservation and Parks will move forward with consultations on its regulatory and policy proposals in two phases, including mandatory programs and services (phase 1) and municipal levy (phase 2).
- A transition period will be established for CAs and municipalities to enter into agreements for municipal funding of non-mandatory programs and services.
 - During the transition period, CAs would develop and implement a transition plan (e.g., prepare an inventory of programs and services, consult with participating municipalities on the inventory, and identify steps to be taken to enter into agreements with participating municipalities for municipal funding of non-mandatory programs and services).
- The changes would be implemented in the CA 2022 budgets.



December 18, 2020

The Honourable Jeff Yurek
Minister of the Environment, Conservation and Parks
College Park, 5th Floor
777 Bay Street
Toronto, ON, M7A 1W3

Re: Indemnification Clause Requested in the *Conservation Authorities Act* or regulations

Dear Minister Yurek:

On behalf of our members, I would first like to extend our sincere appreciation for bringing remarks to our December 14th Conservation Ontario Council meeting. Our members were pleased to have your participation.

In subsequent discussion at the meeting, Conservation Ontario Council passed the following resolution:

Whereas conservation authorities have been requesting that a clause of indemnification or statutory immunity for the good faith operation of essential flood and erosion control infrastructure and programming be added to the Conservation Authorities Act (CA Act) consistent with the same statutory indemnification afforded to municipalities, the Province and agencies of the Province;

Whereas recent planning and permitting amendments to the CA Act by Bill 229 create considerable concerns that the science-based watershed approach to decision making will be superseded by the Minister or the Local Planning Appeal Tribunal;

Whereas under the new provisions of the CA Act an authority must issue a permit where a Minister's Zoning Order has been issued by the Minister of Municipal Affairs and Housing even if it is contrary to the desires of the authority Board and or the professional advice of authority staff;

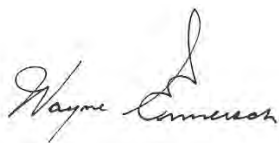
Therefore, be it resolved that the Province be requested to amend the CA Act and/or regulations to add a clause of indemnification for the good faith operation of essential flood and erosion control infrastructure and programming and/or issue indemnities under the appropriate Acts and regulations to conservation authorities that are compelled to issue permits due to the new provisions of CA Act and associated Planning Act Minister Zoning Order decisions

And that the Premier, Minister of Natural Resources and Forestry, Minister of Finance, Minister of Municipal Affairs and Housing, Minister of Environment Conservation and Parks, the Association of Municipalities of Ontario, and the City of Toronto, be circulated this resolution.

Should there be any questions or the need for additional information, please contact Kim Gavine, General Manager of Conservation Ontario, at 905-251-3268 or kgavine@conservationontario.ca.

Thank you again for your time.

Sincerely,



Wayne Emmerson
Chair, Conservation Ontario

c.c. The Honourable Doug Ford, Premier of Ontario
 The Honourable John Yakabuski, Minister of Natural Resources and Forestry
 The Honourable Rod Phillips, Minister of Finance
 The Honourable Steve Clark, Minister of Municipal Affairs and Housing
 Graydon Smith, president, Association of Municipalities of Ontario
 John Tory, Mayor, City of Toronto
 All CA General Managers / Chief Administrative Officers

Tammy Cook

From: Minister, MECP (MECP) <Minister.MECP@ontario.ca>
Sent: January 11, 2021 5:11 PM
To: Tammy Cook
Subject: Ontario Moves Forward with Conservation Authorities Working Group

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon,

In order to create a practical forum to help our government implement recent changes to the *Conservation Authorities Act* and ensure conservation authorities and other stakeholder groups have a stronger voice at the table, I have invited 10 individuals to participate in a newly-formed conservation authorities working group.

The working group members, chaired by Hassaan Basit, President and CEO of Halton Region Conservation Authority, have been drawn from a variety of conservation authorities, Conservation Ontario and the Association of Municipalities of Ontario, as well as the development and agriculture sectors. The full list of members include:

- Hassaan Basit, President and CEO, Halton Region Conservation Authority (Chair)
- Kim Gavine, General Manager, Conservation Ontario
- John McKenzie, Chief Executive Officer, Toronto and Region Conservation Authority
- Sommer Casgrain-Robertson, General Manager, Rideau Valley Conservation Authority
- Chris Darling, Chief Administrative Officer, Central Lake Ontario Conservation Authority
- Rob Baldwin, Chief Administrative Officer, Lake Simcoe Region Conservation Authority
- Brian Tayler, Chief Administrative Officer, North Bay-Matawa Conservation Authority
- Samantha Lawson, Chief Administrative Officer, Grand River Conservation Authority
- Cathie Brown, Senior Advisor, Association of Municipalities of Ontario
- Scott McFadden, Mayor, Township of Cavan Monaghan

The following individuals will also assist the Working Group by providing further perspectives, including on the section 28 Minister's regulation:

- Jason Sheldon, Vice-President, Land Development, Remington Group
- Gary Gregoris, Senior Vice-President, Land Development, Mattamy Homes
- Josh Kardish, Vice-President, EQ Homes
- Michelle Sergi, Director Community Development, Region of Waterloo
- Leslie Rich, Policy and Planning Liaison, Conservation Ontario
- Barb Veale, Director, Planning and Watershed Management, Halton Region Conservation Authority
- Laurie Nelson, Director, Policy and Planning, Toronto and Region Conservation Authority
- Mark Wales, Past President, Ontario Federation of Agriculture

Attachment 3 - MECP email to LRCA re: CAA Working Group

The Working Group's first task includes looking at the first phase of proposed regulations impacting conservation authorities and their participating municipalities, which will be available for public consultation later this month. The proposed regulations will include:

- details on the programs and services conservation authorities will implement, and how the programs and services may be funded such as:
 - the mandatory programs and services to be delivered by conservation authorities;
 - the proposed agreements that may be required with participating municipalities to fund non-mandatory programs and services with municipal dollars; and
 - the transition period to establish those agreements;
- how conservation authorities will regulate development and other activities to ensure public safety through natural hazard management,
- the requirement for conservation authorities to establish community advisory boards; and
- a Minister's regulation under section 29 of the *Conservation Authorities Act* relating to conservation authority operation and management of lands owned by the authority.

Our government is committed to ongoing collaboration as we work to improve how conservation authorities deliver core programs and services to their communities. Drawing on their extensive knowledge and experience, the working group members we've assembled will provide valuable perspectives to help us make better informed decisions.

We look forward to your feedback as part of our consultation process on the upcoming regulatory postings.

Sincerely,

Jeff Yurek
Minister of the Environment, Conservation and Parks

Attachment 4 -Summary of Changes to the *Conservation Authorities Act* and impact to the Lakehead Region Conservation Authority, per Bill 229 Schedule 6

Area of Impact	Section	Change to Act	Impact to LRCA	Effective Date
Aboriginal or treaty rights	1.1	For greater certainty, nothing in the Act shall be construed so as to abrogate or derogate from the protection provided for the existing aboriginal and treaty rights of the aboriginal peoples of Canada as recognized and affirmed in Section 35 of the <i>Constitution Act, 1982</i>	<ul style="list-style-type: none"> None. 	To be proclaimed at a later date by LG
Duty of a Member		The proposed change to have members “act of behalf of their respective municipality” was not enacted and returns to the original wording; “act...with a view to furthering the objects of the authority”.	<ul style="list-style-type: none"> None 	Immediately
Board Composition	14(1.1), 14(1.2)	At least 70% of the appointees to the Board must be municipal councillors. Municipality can apply to Minister to have percentage reduced; the decision is at the Minister’s direction (including adding any conditions or restrictions).	<ul style="list-style-type: none"> City of Thunder Bay must appoint a minimum of three councillors, with one citizen appointee. Currently two councillors and two citizen appointees. All other Member Municipalities must appoint councillors (no citizen appointees) as only have one member. 	To be proclaimed at a later date by LG
Agricultural Appointee	14(4)	Agricultural representative may be appointed to Board by the Minister. <ul style="list-style-type: none"> Can not vote on enlarging, amalgamating or dissolving an authority or any budgetary matter. 	<ul style="list-style-type: none"> New representative appointed to Board Need clarification on per diems, and appointments as Chair/Vice Chair and their role if appointed. 	To be proclaimed at a later date by LG
Agenda/Minutes	15(2.1), 15(2.2)	<ul style="list-style-type: none"> Agenda for the meeting to be available to the public before the meeting. Minutes to be available to the public within 30 days after the meeting. Both to be available by posting on website or by any other means the authority considers appropriate. 	<ul style="list-style-type: none"> None. Per Administrative By-Law Agenda and Minutes are posted on website already. 	To be proclaimed at a later date by LG
Chair/Vice Chair Term	17(1.1), 17(1.2), 17(1.3)	<ul style="list-style-type: none"> Term of Chair limited to one year and shall serve for no more than two consecutive terms. Positions must rotate between participating municipalities, cannot appoint succeeding chair from the same municipality as current chair. CA or municipality can request permission for longer term to Minister (subject to conditions or restrictions by Minister) 	<ul style="list-style-type: none"> LRCA historically has had long-standing Chairs. Potential issue if members do not have the interest or time to act as Chair/Vice Chair. City as the only municipality with more than one member will be limited to not 	To be proclaimed at a later date by LG

Attachment 4 - Summary of Changes to the *Conservation Authorities Act* and impact to the Lakehead Region Conservation Authority, per Bill 229 Schedule 6

Area of Impact	Section	Change to Act	Impact to LRCA	Effective Date
			having their appointees succeed one another.	
Objects of the Authority	20(1)	<p>Objects changed from:</p> <ul style="list-style-type: none"> to provide, in area over which it has jurisdiction, programs and services designed to further the conservation, restoration, development and management of natural resources, other than gas, oil, coal and minerals to: <p>Objects of an authority are to provide:</p> <ul style="list-style-type: none"> Mandatory programs Municipal programs and services Any other programs or services that may be provided under Section 21.1.2 	<ul style="list-style-type: none"> LRCA has already transitioned budget to account for categories of Objects. Reduces the clarity around program goals regarding further overarching goals. 	To be proclaimed at a later date by LG
Powers of authorities	21(1)(a) (p)	<p>Changed from:</p> <ul style="list-style-type: none"> to study and investigate the watershed and to determine programs and services whereby the natural resources of the watershed may be conserved, restored, developed and managed <p>To:</p> <ul style="list-style-type: none"> to research, study and investigate the watershed and to support the development and implementation of programs and services intended to further the purposes of the Act. (Research removed as stand-alone power). 	<ul style="list-style-type: none"> None anticipated. 	To be proclaimed at a later date by LG
	21(1)(b)	<p>Changed from:</p> <ul style="list-style-type: none"> For any purpose necessary to any project under consideration or undertaken by the authority, to enter into and upon any land and survey and take levels of it and make such borings or sink such trial pits as the authority considers necessary. <p>To:</p> <ul style="list-style-type: none"> For any purpose necessary to any project under consideration or undertaken by the authority to enter into and upon any land, with consent of the occupant or owner and survey and take levels of it and make such borings or sink such trail pits as the authority considers necessary. 	<ul style="list-style-type: none"> LRCA typically always gives notice and obtains permission prior to entering land. No impact anticipated. 	To be proclaimed at a later date by LG
	21(1)(c)	Remove ability to expropriate land.	<ul style="list-style-type: none"> None anticipated. 	To be proclaimed at a later date by LG

Attachment 4 -Summary of Changes to the *Conservation Authorities Act* and impact to the Lakehead Region Conservation Authority, per Bill 229 Schedule 6

Area of Impact	Section	Change to Act	Impact to LRCA	Effective Date
Programs and Services	21.1 (1) 40(1)(b)	<p><i>Mandatory programs and services</i> Change to: Program or services that meet any of the following descriptions and that have been prescribed by regulations:</p> <ol style="list-style-type: none"> I. related to the risk of natural hazards II. related to the conservation and management of lands owned or controlled by the authority including any interests in land registered on title III. duties and functions related to Source Protection Authority IV. duties, function and responsibilities under an Act prescribed by the Regulations <p>Also, other programs and services that have been prescribed in regulations on or before the first anniversary of the day prescribed. LGIC may make regulations prescribing mandatory programs and services; respecting standards and requirements applicable to programs and services</p>	<ul style="list-style-type: none"> • Natural hazard, LRCA owned land and SWP programming, anticipate operating as prior to changes. • New regulations to be written which could include other program areas. 	To be proclaimed at a later date by LG
	21.1.1	<p><i>Municipal Programs and Services</i> Can provide within its area of jurisdiction, municipal programs that it agrees to provide on behalf of a municipality under a MOU or such other agreement.</p> <ul style="list-style-type: none"> • MOU available to the public • Must review MOU at regular intervals • Programs and services as set out in MOU, or with such standards and requirements as may be prescribed 	<ul style="list-style-type: none"> • MOUs will be required for all non-mandatory programs where municipal levy is required. • MOUs be time consuming to create, administer and execute. • May become very complicated in the event one member does not want to participate in a program (i.e. if levy is ever required for Education, if member does not want to participate how do you administer (i.e. schools in that municipality can not attend Water Festival, receive programming, etc.). • Future requirements that may be prescribed are unknown, which could be limiting. • At present – LRCA has mapping service which is a pay for service currently 	To be proclaimed at a later date by LG

Attachment 4 -Summary of Changes to the *Conservation Authorities Act* and impact to the Lakehead Region Conservation Authority, per Bill 229 Schedule 6

Area of Impact	Section	Change to Act	Impact to LRCA	Effective Date
			<p>utilized by Oliver Paipoonge, Lakehead Rural Planning Board and Dorion.</p> <ul style="list-style-type: none"> Potential MOU program areas – Education, Stewardship, PGMN/PWQMN 	
	21.1.2	<p><i>Other programs and services</i></p> <ul style="list-style-type: none"> Within its area of jurisdiction, any other program and services that it determines area advisable to further the purposes of the Act. Shall be provided in accordance with such standards and requirements as may be prescribed Agreement required with participating municipality with termination date, if renewable, and include any other prescribed requirements as outlined in regulation. 	<ul style="list-style-type: none"> Unknown what other requirements will be prescribed. Agreements will be time consuming to create, administer and execute. 	To be proclaimed at a later date by LG
	21.1.3	<p><i>Consultation</i></p> <ul style="list-style-type: none"> Authority shall carry out such consultations with respect to the programs and services it provides as may be required by regulation and in the manner specified by regulation. 	<ul style="list-style-type: none"> Will be time consuming to hold consultations. Manner to be specified by regulation, which is unknown at this time. Could hold up programs, or prohibit the execution of programs that received funding if it takes too long to consult on programming. 	To be proclaimed at a later date by LG
	21.1.4	<p><i>Transition Plan</i></p> <p>Must develop and implement a transition plan for the purpose of ensuring that it will be in compliance by a date to be prescribed in regulation.</p> <ul style="list-style-type: none"> Inventory of authority's programs and services Consultation with member municipalities on the inventory If municipal levy required for any programs, step to be taken to enter into Agreements Such other matters as prescribed in regulation 	<ul style="list-style-type: none"> Will be required to completed by a certain date (to be set out in regulation). LRCA has already been transitioning to this structure through the budget process 	To be proclaimed at a later date by LG
Fees for Programs and Services	21.2	The Minister may determine classes of programs and services to what fees may be charged in a policy document.	<ul style="list-style-type: none"> Minister may limit what fees may be charged for. 	To be proclaimed at a later date by LG

Attachment 4 -Summary of Changes to the *Conservation Authorities Act* and impact to the Lakehead Region Conservation Authority, per Bill 229 Schedule 6

Area of Impact	Section	Change to Act	Impact to LRCA	Effective Date
		<ul style="list-style-type: none"> • Can only charge a fee for a program or service only if it is set out in the list of classes of programs and services. • Fee shall be the amount prescribed in regulation or if no amount prescribed, the amount determined by the authority. • Each CA must prepare and maintain a fee schedule. • Must adopt a written Fee Policy, including fee schedule, frequency of review, process for review, notice of review procedures, how to notify of changes, how person can request reconsideration of fee and procedures for reconsideration. Policy must be made available to the public. Must notify public of changes. • Upon reconsideration of a fee can: order person to pay fee; vary the amount; or order no fee. • If a permit fee reconsideration, must make decision within 30 days, or person can appeal to LPAT. • If after reconsideration, person can pay the fee, indicating it is under protest and within 30 days appeal to LPAT. • LPAT can dismiss appeal; vary the amount or order no fee. • LPAT can order a refund as they determine. 	<ul style="list-style-type: none"> • May make fees uniform across the province, which may increase LRCA fees substantially (i.e. permit fees, planning fees). • May limit ability to provide mapping service if not on list of fees as outlined by the Province. • LRCA will need to develop a Fee Policy. • If appeal of permit application goes to LPAT, LPAT can order refund of fees to applicants for permit fees. This may limit ability of LRCA to fund regulation program as a fee for service. 	
Investigator	23.1(4)	<p>Minister can appoint one or more investigators to conduct an investigation of an authority's operations, including the programs and services it provides.</p> <p>Investigator powers:</p> <ul style="list-style-type: none"> • Inquire into any or all of the authority's affairs, financial or otherwise • Require production of records • Inspect, examine, audit and copy anything • Conduct financial audit • Require any member of the authority and any other person to appear before the investigator and give evidence under oath. <p>Investigator shall provide copy of report to Minister, who shall promptly transmit a copy to the authority.</p> <p>Minister may require CA to pay all or part of cost of investigation.</p> <p>Investigators have immunity (if done in good faith).</p>	<ul style="list-style-type: none"> • Members may be required to appear before investigator and give evidence under oath. • May be unplanned expenses in a given year, if required to pay for investigation. • LRCA could be taken over by an administrator. 	To be proclaimed at a later date by LG

Attachment 4 -Summary of Changes to the *Conservation Authorities Act* and impact to the Lakehead Region Conservation Authority, per Bill 229 Schedule 6

Area of Impact	Section	Change to Act	Impact to LRCA	Effective Date
		<p>After Minister's review of report, and CA has failed or is likely to fail to comply with a provision of this Act, the Minister can:</p> <ul style="list-style-type: none"> • Order Authority to do or refrain from doing anything • Recommend to LGIC that an administrator be appointed to take over control and operation of authority • CAs must comply with any issued orders by a specified date • Orders to be made public. <p>Administrator has power to:</p> <ul style="list-style-type: none"> • May exercise all the powers and shall perform all the duties of the administrator and of its members subject to such terms and conditions as outlined by Minister • Minister shall notify Authority and member municipalities • Minister may issue directions to the administrator • Administrator has immunity (if done in good faith) 		
Section 28 Permits	28.0.1	<p>CA must issue permit if MZO issued.</p> <ul style="list-style-type: none"> • CA can not refuse the permit. • Can apply conditions, including conditions to mitigate flooding, erosion, dynamic beaches, pollution or conservation of land, or might jeopardize the health or safety of persons or result in the damage or destruction of property, or any other matter to be prescribed by regulation. • Can only attach conditions if application is given opportunity for a Hearing. • Applicant within 15 days appeal to Minister to review proposed conditions. Minister must reply in 30 days if they intend of conducting the review. • Minister can remove conditions or add additional conditions. Minister must consider same tests as CA. • Applicant within 90 days appeal conditions to LPAT • Within; however, cannot conflict with zoning order • Applicant can appeal any conditions • Requires the CA (and possibly a municipality) to enter into an agreement with developer to compensate for ecological impacts and any other impacts that may result from development of the project 	<ul style="list-style-type: none"> • Must issue permits even if proposal does not meet our tests. • Increased liability related to future impacts. • CA must still administer permit and oversee condition adherence. • Diminishes the entire fundamental premise of watershed management and the conservation program. • Downstream impacts may not be realized until many years later. 	Immediately

Attachment 4 - Summary of Changes to the *Conservation Authorities Act* and impact to the Lakehead Region Conservation Authority, per Bill 229 Schedule 6

Area of Impact	Section	Change to Act	Impact to LRCA	Effective Date
		<ul style="list-style-type: none"> Minister may make regulations prescribing requirements (i.e. timelines for CA to issue permits, content of agreements, “respecting anything that is necessary or advisable for the effective implementation or enforcement of this section”). 		
Section 28 appeal process	28(8-26)	<p>Applicants can appeal directly to Minister within 15 days if refused a permit or opposes conditions.</p> <ul style="list-style-type: none"> Minister must post on Environmental Registry of Minister’s plan to review decision of Authority. No hearing required. Minister decision is final. <p>Applicants can appeal to LPAT within 90 days of denial or issuance of opposed conditions or no decision by Authority (after 120 days).</p> <ul style="list-style-type: none"> Applicant can not apply to both appeal streams unless Minister has failed to reply in 30 days. 	<ul style="list-style-type: none"> Potential for Minister to approve permits based on political pressure/developer pressure and not science. Has the potential to undermine the fundamental watershed program and entire natural hazard management program. Frequency of appeals will increase as two appeal avenues will be available. 	To be proclaimed at a later date by Lieutenant Governor (LG)
Permits issued by Minister under Section 28	28.1.1	Minister can direct an Authority to not issue a permit and then has the power to issue the permit themselves. Decision is final.	<ul style="list-style-type: none"> Opens the door for the Minister to approve everything/anything. 	To be proclaimed at a later date by LG
Entry without a warrant, permit application	30.2(1)	<p>An officer appointed by the Authority, may enter land with Authority’s Area of Jurisdiction, without a warrant and without the consent of the owner or occupier if:</p> <ul style="list-style-type: none"> Permit application submitted Entry is for the purpose of determining whether or not to issue a permit. Officer has given reasonable notice of the entry to the owner or occupier of the property. 	<ul style="list-style-type: none"> None anticipated. 	To be proclaimed at a later date by LG
Entry without a warrant, compliance	30.2(1.1)	<p>An officer appointed by the Authority, may enter land with Authority’s Area of Jurisdiction, without a warrant and without the consent of the owner or occupier if:</p> <ul style="list-style-type: none"> For the purpose of ensuring compliance with Act/regulations or with the condition of an issued permit Officer has reasonable grounds to believe that a contradiction is occurring and is causing or likely to cause significant damage and; 	<ul style="list-style-type: none"> None anticipated. 	To be proclaimed at a later date by LG

Attachment 4 -Summary of Changes to the *Conservation Authorities Act* and impact to the Lakehead Region Conservation Authority, per Bill 229 Schedule 6

Area of Impact	Section	Change to Act	Impact to LRCA	Effective Date
		<ul style="list-style-type: none"> The damage affects or is likely to affect the control of flooding, erosion, dynamic beaches or pollution or the conservation of land, or The event of a natural hazard, the damage will or is likely to create conditions or circumstances that might jeopardize the health and safety of persons or result in damage or destruction of property, and The officer has reasonable grounds to believe the entry is required to prevent or reduce the effects or risks (i.e. significant damage). 		
Stop Work Orders	30.4(1)	<p>An officer makes an order requiring a person to stop engaging in or not to engage in an activity if an officer has reasonable grounds to believe that:</p> <ul style="list-style-type: none"> Activity is or will contravene regulations or conditions of a permit. Activity has caused, is causing or will cause significant damage, and the damage affects or is likely to affect the control of flooding, erosion, dynamic beaches or the pollution or the conservation of land, or In the event of a natural hazard the damage will or likely to create conditions or circumstances that might jeopardize the health and safety of persons or result in damage or destruction of property, and the order will prevent or reduce the damage. <p>Order shall:</p> <ul style="list-style-type: none"> Specify the provision that officer believes is being contravened. Describe nature of contravention and its location. State that a hearing on the order may be requested. Be served personally or by registered mail. 	<ul style="list-style-type: none"> This tool was left in the Act to be proclaimed at a later date (was proposed to be removed). Will be a tool for compliance that will assist in ensuring compliance without having to go court. 	To be proclaimed at a later date by LG
Remove ability to expropriate lands	31	Removal of expropriation ability from Act.	<ul style="list-style-type: none"> None anticipated. CA may request the municipality or province to expropriate. Unlikely to have never been done only by CA. Would have been potentially used during Floodway construction. 	To be proclaimed at a later date by LG
Delegation of Power	36.1	The Minister may in writing delegate any of his or her powers under this Act to an employee in the Ministry specified in the delegation, other than the power to make a regulation under this Act.	<ul style="list-style-type: none"> Ministry staff may make future decisions (depending on delegation) on behalf of the Minister. 	To be proclaimed at a later date by LG

Attachment 4 -Summary of Changes to the *Conservation Authorities Act* and impact to the Lakehead Region Conservation Authority, per Bill 229 Schedule 6

Area of Impact	Section	Change to Act	Impact to LRCA	Effective Date
Annual Audit	38 (1), 38(4)	<p>Change from:</p> <ul style="list-style-type: none"> Every authority shall cause its accounts and transactions to be audited annually by a person licensed under the <i>Public Accounting Act, 2004</i>. <p>To:</p> <ul style="list-style-type: none"> Every authority shall cause its accounts and transactions to be audited by a person licensed under the <i>Public Accounting Act, 2004</i> and shall ensure that the annual audit is prepared in accordance with generally accepted accounting principles for local governments recommended by the Public Section Accounting Board of the Chartered Professional Accountants of Canada, as they exist from time to time. <p>Withing 60 days of audit report, must make available to public on its website and any other means the authority considers appropriate.</p>	<ul style="list-style-type: none"> None anticipated. Will advise Audit firm when enacted to ensure compliance with audit. 	To be proclaimed at a later date by LG
Advisory Boards	18(2) 40(1)(a)	<p>In Act as of 2017:</p> <ul style="list-style-type: none"> An authority shall establish such advisory boards as may be required by regulation and may establish such other advisory boards as it considers appropriate. <p>New: LGIC may make regulations:</p> <ul style="list-style-type: none"> Governing advisory board established under Section 18(2), including requiring an authority to establish one or more advisory boards and prescribing requirements with respect to composition, functions, powers, duties, activities and procedures of any advisory board that is established. 	<ul style="list-style-type: none"> May be forced to create and administer an advisory board. With a small staff, this will be cumbersome to administer. 	To be proclaimed at a later date by LG
Capital/ Operating Expenses	40(1)(c), (e)	<p>LGIC may make regulations:</p> <ul style="list-style-type: none"> Governing the apportionment of an authority's capital costs for projects Governing the apportionment of any authority's operating expenses, prescribing operating expenses, governing the amount that participating municipalities are required to pay, including fixed amounts, and restricting and prohibiting the apportionment of certain types of operating expenses. 	<ul style="list-style-type: none"> Unknown impacts until regulation is written. May limit what is considered to be operating expenses. Will affect budget process. 	To be proclaimed at a later date by LG
Budget process	40(1)(f)	<p>LGIC may make regulations:</p> <ul style="list-style-type: none"> Regarding the process authorities must follow when preparing a budget and the consultations that are required, 	<ul style="list-style-type: none"> May be required changes to preparing, consulting and approving budgets. 	To be proclaimed at

**Attachment 4 -Summary of Changes to the *Conservation Authorities Act* and impact to the Lakehead Region Conservation Authority, per Bill 229
Schedule 6**

Area of Impact	Section	Change to Act	Impact to LRCA	Effective Date
		<ul style="list-style-type: none"> Providing for rules and procedures governing meetings at which budgetary matters are discussed, including the quorum for such meetings and the rules respecting voting on budgetary matters. 		a later date by LG



**Judith
Monteith-Farrell**
MPP / Députée, Thunder Bay—Atikokan

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2 December 2020

Hon. Doug Ford
Premier's Office
Room 281- Legislative Building, Queen's Park
Toronto, ON
M7A 1A1

Premier Ford,

I am writing to you today about Bill 229, the *Protect, Support and Recover from COVID-19 Act* (Budget Measures), 2020, and the changes to the *Conservation Authorities Act* proposed in Schedule 6.

I am calling on your government to withdraw Schedule 6, return to the public and all stakeholders and complete a proper consultation before any further changes are made to the *Conservation Authorities Act*.

I believe in transparency and engaging meaningfully with all stakeholders when making changes to legislation. Frankly, I do not believe this was done for Schedule 6.

Across Ontario, Conservation Authorities manage local watersheds, protect people and property from flooding, and other natural hazards, and help conserve our shared natural resources for economic, social and environmental benefits.

Conservation Ontario has identified numerous problems with the proposed changes, and many stakeholders in my own riding and across Ontario are passing resolutions against Schedule 6 or asking for a longer implementation. I am concerned the proposed changes will add red tape, threaten the independent watershed management of Conservation Authorities, and effect the province's ability to protect Ontarian from natural hazards and safeguard their drinking water.

I urge you to withdraw Schedule 6 from Bill 229.

Sincerely,

Judith Monteith-Farrell
MPP Thunder Bay-Atikokan

c.c. Minister Yakabuski, MNRF
c.c. Minister Clarke, MAH



Judith Monteith-Farrell

MPP / Députée, Thunder Bay—Atikokan

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- c.c. Minister Yurek, MECP
- c.c. Conservation Ontario
- c.c. Council of the Municipality of Neebing
- c.c. Lakehead Region Conservation Authority
- c.c. MPP Arthur
- c.c. MPP Tabuns
- c.c. MPP Burch

Monthly Plan Input/Review and Fill Regulations Administration November 1 to 30, 2020											
Municipality	Minor Variance (A)	Consent (B)	Official Plan	Official Plan Comprehensive Review	Zoning By-Law (Z)	Subdivisions	Clearances	Realty Services	Lawyer Inquiries	Letter of Opinion (Other)	Total
City of Thunder Bay	A-48-2020	B-49-2020						Red Pine Way	2435 Highway 61	Hydro One Waasigan	
	A-35-2020 - Revised	B-36-2020 - Revised							Lot 40 Magnolia Drive		
	A-47-2020	B-46-2020									
		B-45-2020									
	B-44-2020										
Total	3	5	0	0	0	0	0	1	2	1	12
Oliver Paipoonge		1B/24/2020			ZBLA 03-2020					Hydro One Waasigan	
		1B/25/2020									
		1B/16/2018									
		1B/26/2020									
Total	0	4	0	0	1	0	0	0	0	1	6
O'Connor											
Total	0	0	0	0	0	0	0	0	0	0	0
Neebing											
Total	0	0	0	0	0	0	0	0	0	0	0
Shuniah	A1/20	B6/20								Hydro One Waasigan	
		B3/20									
		B7/20									
		B4/20									
		B5/20									
Total	1	5	0	0	0	0	0	0	0	1	7
Conmee									Hydro One Waasigan		
Total	0	0	0	0	0	0	0	0	0	1	1
Gillies											
Total	0	0	0	0	0	0	0	0	0	0	0
Dorion											
Total	0	0	0	0	0	0	0	0	0	0	0
Rural Planning Board											
Total	0	0	0	0	0	0	0	0	0	0	0
Monthly Total	4	14	0	0	1	0	0	1	2	4	26

Monthly Plan Input/Review and Fill Regulations Administration December 1 to 31, 2020											
Municipality	Minor Variance (A)	Consent (B)	Official Plan	Official Plan Comprehensive Review	Zoning By-Law (Z)	Subdivisions	Clearances	Reality Services	Lawyer Inquiries	Letter of Opinion (Other)	Total
City of Thunder Bay	A-54-2020	B-52-2020						Lane Allowance 414-416 Sixth Ave	230 Beckwick Road	Class EA Stormwater Outfall Locations	
	A-53-2020	B-50-2020						Vacant Lot between 1550 & 1600 Dease St	244 Riverside Drive	Class EA Leachate Aeration & Forcemain Project	
		B-51-2020						Untravelled Street Ends - Yonge & Heath St			
Total	2	3	0	0	0	0	0	3	2	2	12
Oliver Paipoonge	1A/04/20	18/32/20									
	1A/05/20	18/33/20									
		18/31/20									
		18/30/20									
		18/29/20									
		18/28/20									
		18/27/20									
Total	2	7	0	0	0	0	0	0	0	0	9
O'Connor											
Total	0	0	0	0	0	0	0	0	0	0	0
Neebing		805-2020									
		806-2020									
Total	0	2	0	0	0	0	0	0	0	0	2
Shuniah		88/20			22/2020					Four Laning Hwy 11/17	
					23/2020						
Total	0	1	0	0	2	0	0	0	0	1	4
Conmee											
Total	0	0	0	0	0	0	0	0	0	0	0
Gillies											
Total	0	0	0	0	0	0	0	0	0	0	0
Dorion											
Total	0	0	0	0	0	0	0	0	0	0	0
Rural Planning Board											
Total	0	0	0	0	0	0	0	0	0	0	0
Monthly Total	4	13	0	0	2	0	0	3	2	3	27

Notes: R = Routine Investigation
M = Map Produced
S = Site Visit
* = Payment Received

Monthly Plan Input/Review and Fill Regulations Administration January 1 to 20, 2021											
Municipality	Minor Variance (A)	Consent (B)	Official Plan	Official Plan Comprehensive Review	Zoning By-Law (Z)	Subdivisions	Clearances	Realty Services	Lawyer Inquiries	Letter of Opinion (Other)	Total
City of Thunder Bay	A-61-2020	B-59-2020							1450 Walsh Street West		
	A-57-2020	B-58-2020									
		B-56-2020									
		B-55-2020									
		B-82-2019									
Total	2	5	0	0	0	0	0	0	1	0	8
Oliver Paipoonge											
Total	0	0	0	0	0	0	0	0	0	0	0
O'Connor											
Total	0	0	0	0	0	0	0	0	0	0	0
Needing											
Total	0	0	0	0	0	0	0	0	0	0	0
Shuniah											
Total	0	0	0	0	0	0	0	0	0	0	0
Conmee											
Total	0	0	0	0	0	0	0	0	0	0	0
Gillies											
Total	0	0	0	0	0	0	0	0	0	0	0
Dorion											
Total	0	0	0	0	0	0	0	0	0	0	0
Rural Planning Board											
Total	0	0	0	0	0	0	0	0	0	0	0
Monthly Total	2	5	0	0	0	0	0	0	1	0	8



Development, Interference with Wetlands and Alterations to Shorelines and Watercourses O.Reg. 180/06

Year: 2020

Permit #	Category	Fee	Applicant Name	Municipality	Subject Property Address	Type of Work	Key Dates				
							Rec'd at LRCA	Permit Issued	Days to Issue Permit	Reason for Timeline	Approved by:
#1/20	Standard Works	NA	City of Thunder Bay	City of Thunder Bay	Current River & Boulevard	Temp Cofferdam Construct	14/02/2020	18/02/2020	4		Staff
#2/20	Small Works	\$150.00	Kaleb Beer & Julie Budd	Municipality of Shuniah	1453 Silver Harbour Rd	Dock Alteration	02/03/20	09/03/2020	5		Staff
#3/20	Small Works	\$150.00	Paulen Thompson	Municipality of Shuniah	14 Lambert Land	Erosion Protection	3/6/2020	03/09/2020	2		Staff
#4/20	Standard Works	\$300.00	Giuseppe Rizzo	City of Thunder Bay	196 Thompson Rd	Dwelling	31/03/2020	04/03/2020	4		Staff
#5/20	Small Works	NA	City of Thunder Bay	City of Thunder Bay	Boulevard Lake Tennis Couirt	Fill Placement	16/4/2020	30/04/20	9		Staff
#6/20	Standard Works	NA	City of Thunder Bay	City of Thunder Bay	Hazelwood Lake Culvert	Culvert Replacement	16/4/2020	30/04/20	9		Staff
#7/20	Small Works	\$150.00	Charlie Allum	City of Thunder Bay	2194 Lar-Den Court	Erosion Protection	29/4/2020	30/04/20	1		Staff
#8/20	Major Works	NA	City of Thunder Bay	City of Thunder Bay	1091 Central Ave	Extension of Sewer	20/4/2020	05/05/2020	12		Staff
#9/20	Large Works	NA	City of Thunder Bay	City of Thunder Bay	350 Hartviksen	Oil Grit Separator & Storm Sewer Outlet	25/4/2020	07/05/2020	8		Staff
#10/20	Small Works	\$150.00	Richard Kukkee	Municipality of Neebing	528 Memory Road	Erosion Protection	1/5/2020	12/05/2020	10		Staff
#11/20	Small Works	\$150.00	Don Stokes	Municipality of Neebing	492 Memory Road	Erosion Protection	14/5/2020	19/5/2020	5		Staff
#12/20	Small Works	\$150.00	Robert Baird	Municipality of Shuniah	274 Bass Lake	Fill Placement	12/05/20	20/05/2020	8		Staff
#13/20	Small Works	\$150.00	Kyle Kehler	City of Thunder Bay	456 Wardrope Ave	Deck Re-Construct	15/05/20	22/05/20	7		Staff
#14/20	Standard Works	\$0.00	Township of O'Connor	Township of O'Connor	Sitch Road	Culvert Replacement	21/05/20	25/05/20	4		Staff
#15/20	Standard Works	\$300.00	John McMaster	Municipality of Oliver Paipoonge	205 Hwy 588	Garage Construction	26/05/20	29/05/20	3		Staff
#16/20	Standard Works	\$300.00	Dena Rooney	Municipality of Shuniah	461 East Floral Beach Rd	Erosion Protection	28/05/20	4/06/20	4		Staff
#17/20	Small Works	NA	City of Thunder Bay	City of Thunder Bay	South of 244 Kingston St	New Outfall	28/05/20	4/06/20	4		Staff
#18/20	Small Works	NA	City of Thunder Bay	City of Thunder Bay	McVicar Creek, Hartviksen St	Re-grading, Fill & Fill Removal	28/05/20	5/06/20	4		Staff
#19/20	Standard Works	\$300.00	Stephen Miller	City of Thunder Bay	901 Hazelwood Drive	Garage Construction	3/06/20	6/09/20	4		Staff
#20/20	Standard Works	\$300.00	Lawrence Dorey	City of Thunder Bay	1420 Broadway Avenue	Shed Construction	2/06/20	10/06/20	8		Staff
#21/20	Standard Works	\$300.00	Dario Campanotto	City of Thunder Bay	4168 Vanguard Ave	Garage Construction	9/06/20	15/06/2020	3		Staff
#22/20	Small Works	\$150.00	Derrick Tafe	Municipality of Shuniah	735 Wildgoose Bay Rd	Retaining Wall Construct	11/06/20	16/06/20	2		Staff
#23/20	Small Works	\$150.00	Alana Jacobson	Municipality of Shuniah	835 Lakeshore Drive	Groin Repair	17/06/20	19/06/20	2		Staff
#24/20	Small Works	\$150.00	Larry Lage	Municipality of Shuniah	676 East Green Bay Rd	Erosion Protection	16/06/20	24/06/20	6		Staff
25/20	Small Works	\$150.00	Jason Nichol	Municipality of Shuniah	626 Pebbly Beach Rd	Rock Protection	16/06/20	3/07/20	10		Staff
#26/20	Standard Works	\$0.00	Township of Gillies	Township of Gillies	Parker Road	Culvert Installation	10/6/2020	24/06/20	10		Staff
#27/20	Standard Works	\$300.00	Scott Coppin	City of Thunder Bay	1540 Riverdale Road	Garage Construction	26/06/20	14/07/20	8		Staff

#28/20	Small Works	\$150.00	Ken Allan	Municipality of Neebing	518 Memory Road	Erosion Protection	26/06/20	07/07/2020	5	Staff
#29/20	Standard Works	\$300.00	Mobile Ex Terminal LTD	City of Thunder Bay	174 Darrel Ave	Manitenance Dredging	2/7/2020	10/07/2020	6	Staff
#30/20	Small Works	\$150.00	John Chunick	Municipality of Neebing	664 Memory Road	Erosion Protection	7/7/2020	10/07/20	3	Staff
#31/20	Standard Works	\$300.00	Jamie Polhill	City of Thunder Bay	9043 John Street Rd	Garage Construction	9/7/2020	14/07/20	3	Staff
#32/20	Small Works	NA	City of Thunder Bay	City of Thunder Bay	South of Neebing River - Ford to Legion	Re-grading Trail Reconstruct	3/7/2020	14/07/20	6	Staff
#33/20	Standard Works	\$300.00	Ryan Jones	Municipality of Shuniah	1607 Coral Bay Dr.	Pool House	21/7/2020	22/7/2020	1	Staff
#34/20	Standard Works	\$300.00	Nishnawbe Aski Nation	City of Thunder Bay	200-100 Backstreet Road	Recreational bld & Storage Shed	7/7/2020	16/07/20	8	Staff
#35/20	Small Works	\$150.00	Marcus Luft	City of Thunder Bay	1810 Granite Rd	Outdoor Pool & SaunalPool House	6/07/20	17/07/20	9	Staff
#36/20	Small Works	\$150.00	Marvin McNabb	Municipality of Neebing	608 Memory Road	Erosion Protection & Ramp	14/07/20	21/07/20	7	Staff
#37/20	Standard Works	\$300.00	Emily Dias	City of Thunder Bay	119 Thompson Road	Fill Placement for Driveway	17/07/20	24/07/20	5	Staff
#38/20	Small Works	\$150.00	Carolyn Oleksak	Municipality of Shuniah	618 Pebbly Beach Rd	Erosion Protection	20/7/2020	27/07/20	4	Staff
#39/20	Standard Works	\$300.00	George Strandberg	City of Thunder Bay	375 Island Dr	Manitenance Dredging	21/07/20	27/07/20	4	Staff
#40/20	Standard Works	\$300.00	Melessa Kirchmann	Municipality of Neebing	358 Little Trout Bay Rd	Fill Placement	24/07/20	28/07/20	4	Staff
#41/20	Small Works	\$150.00	Mark Strand	Municipality of Neebing	29 Cottage Dr	Erosion Protection & Boat Ramp	27/07/20	29/07/20	2	Staff
#42/20	Standard Works	\$300.00	Barry Smith	City of Thunder Bay	3065 Fairview Ave	Screen Room	28/07/20	30/07/20	2	Staff
#43/20	Standard Works	\$300.00	Todd Hutchison	Municipality of Shuniah	227 Ishkibible Beach Rd	Cottage Re-Construct & Erosion Protection	5/8/2020	17/08/2020	7	Staff
#44/20	Small Works	\$150.00	William McLean	Municipality of Shuniah	23 West Loon Road	Staircase Construct	6/08/20	21/08/20	9	Staff
#45/20	Small Works	\$150.00	Mark Moulson	City of Thunder Bay	1058 Foxborough Place	Fill Placement	21/08/20	24/08/20	3	Staff
#46/20	Small Works	\$150.00	Michael Strictland	City of Thunder Bay	1808 Marquis Dr	Shed Addition	08/08/2020	24/08/20	11	Staff
#47/20	Small Works	\$150.00	Gord Sakiyama	Municipality of Neebing	568 Memory Road	Erosion Protection	26/08/20	31/08/20	4	Staff
#48/20	Standard Works	\$300.00	Terry-Lynn Miettinen	City of Thunder Bay	1061 Foxborough Place	Garage Construction	31/08/20	2-Sep-20	3	Staff
#49/20	Small Works	\$150.00	Percy Pilatzke	Municipality of Shuniah	3261 Nelson Road	Shoreline & Lakebed Alterations	27/08/20	4-Sep-20	4	Staff
#50/20	Standard Works	NA	City of Thunder Bay	City of Thunder Bay	Boulevard Lake	Trench Excavation for Watermain Repair	01/09/2020	10-Sep-20	6	Staff
#51/20	Small Works	\$150.00	Malcolm Downie	Municipality of Shuniah	630 Pebbly Beach	Erosion Protection	02/09/2020	11-Sep-20	5	Staff
#52/20	Small Works	\$150.00	Ian Karhu	Municipality of Neebing	642 Memory Road	Erosion Protection	14/09/20	17-Sep-20	5	Staff
#53/20	Standard Works	\$300.00	Michael Dorval	City of Thunder Bay	1450 Nakina Drive	Fill for Gravel Pathway	14/09/20	21/09/20	7	Staff
#54/20	Small Works	\$150.00	Marlene Matson	Municipality of Shuniah	263 & 266 Ishkibible Beach	Erosion Protection	18/09/20	25/09/20	5	Staff
#55/20	Standard Works	\$300.00	James McLeod	City of Thunder Bay	4350 Coppin Road	Garage Construction	22/09/20	25/09/20	3	Staff
#56/20	Standard Works	\$300.00	Enzo Giorgio	City of Thunder Bay	1810 John St Rd	Garage Addition	21/09/20	25/09/20	4	Staff

#57/20	Standard Works	\$300.00	Phillippe Baron	City of Thunder Bay	144 Fenwood Drive	Garage Construction	15/09/20	07/10/2020	15	Staff
#58/20	Standard Works	\$600.00	Amy Hosegood	City of Thunder Bay	2285 Ponderosa Dr.	Dwelling Construction & Regrading	14/09/20	30/09/20	12	Staff
#59/60	Standard Works	\$300.00	Aleardo Cimini	City of Thunder Bay	703 Hazelwood Dr	Garage Construction	29/09/20	01/10/2020	3	Staff
#60/20	Small Works	\$150.00	Roofmart	City of Thunder Bay	360 William Street	Drainage Ditch Construct	07/10/2020	09/10/2020	2	Staff
#61/20	Standard Works	\$300.00	Trevor Packota	City of Thunder Bay	345 Beaver Avenue	Site Re-Grading	19/10/2020	20/10/20	1	Staff
#62/20	Large Works	\$600.00	Morgan Cedarwall	Municipality of Neebing	514 Memory Road	Erosion Protection, Dwelling & Garage Construction	28/09/2020	13/10/2020	9	Staff
#63/20	Standard Works	\$200.00	Fort William Historical Park	City of Thunder Bay	1350 King Road	Road Widening	14/10/20	29/10/20	11	Staff
#64/20	Small Works	\$300.00	Ryan Siciliano	Municipality of Neebing	1346 Sturgeon Bay Road	Shoreline Protection, Regrading and Fill	04/11/2020	09/11/2020	5	Staff
#65/20	Standard Works	\$600.00	James Miranda	City of Thunder Bay	5052 John St Rd	Constuct Garage	17/11/20	20/11/20	3	Staff
#66/20	Standard Works	\$300.00	Hydro One Network	Mun. Shuniah & Twp. Dorion		Temp Snow Bridge Crossings	06/11/2020	23/11/20	10	Staff
#67/21	Standard Works	\$300.00	Hydro One Network	Mun. Shuniah & Twp. Dorion		Temp Snow Bridge Crossings	06/11/2020	23/11/21	10	Staff
#68/20	Standard Works	\$300.00	Hydro One Network	Mun. Shuniah & Twp. Dorion		Temp Snow Bridge Crossings	06/11/2020	23/11/22	10	Staff
#69/20	Standard Works	\$300.00	Hydro One Network	Mun. Shuniah & Twp. Dorion		Temp Snow Bridge Crossings	06/11/2020	23/11/23	10	Staff
#70/20	Standard Works	\$300.00	Hydro One Network	Mun. Shuniah & Twp. Dorion		Temp Snow Bridge Crossings	06/11/2020	23/11/24	10	Staff
#71/20	Standard Works	\$300.00	Hydro One Network	Mun. Shuniah & Twp. Dorion		Temp Snow Bridge Crossings	06/11/2020	23/11/25	10	Staff
#72/20	Standard Works	\$300.00	Hydro One Network	Mun. Shuniah & Twp. Dorion		Temp Snow Bridge Crossings	06/11/2020	23/11/26	10	Staff
#73/20	Standard Works	\$300.00	Hydro One Network	Mun. Shuniah & Twp. Dorion		Temp Snow Bridge Crossings	06/11/2020	23/11/27	10	Staff
#74/20	Standard Works	\$300.00	Hydro One Network	Mun. Shuniah & Twp. Dorion		Temp Snow Bridge Crossings	06/11/2020	23/11/28	10	Staff
#75/20	Large Works	\$600.00	Upper Canada Transmissions	Municipality of Shuniah		Temp Bridge Construction	20/11/20	25/11/20	5	Staff