



June LRCA Board Meeting
 Lakehead Region Conservation Authority
 130 Conservation Road/Microsoft Teams
 Jun 22, 2022 4:30 PM - 6:00 PM EDT

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1. CALL TO ORDER

Declaration: The Lakehead Region Conservation Authority respectfully acknowledges that the lands on which we live and work are the traditional lands of the Anishinabek Nation and the traditional territory of Fort William First Nation, signatory to the Robinson-Superior Treaty of 1850. As partners in the conservation and protection of the Lakehead Watershed along with the First Nations communities, the Metis Nation of Ontario, and other Indigenous peoples, the LRCA is committed to the common vision of a healthy, safe and sustainable

2. ADOPTION OF AGENDA

THAT: the Agenda be adopted as published.

3. DISCLOSURE OF INTEREST

4. MINUTES OF PREVIOUS MEETING.....4

THAT: the Minutes of the Lakehead Region Conservation Authority Fifth Regular Meeting held on May 25, 2022 be adopted as published.

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5. IN-CAMERA AGENDA

THAT: we now go into Committee of the Whole (In-Camera) at _____p.m.
 THAT: we go into Open Meeting at _____p.m. THAT : the In-Camera Minutes of the Lakehead Region Conservation Authority April 27, 2022 meeting be adopted as published.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1. Insurance Premium Increases

Staff inquired with Marsh (LRCA's insurance provider) regarding increasing the deductible to a higher amount (currently \$10,000) and was told that no insurer is willing to offset premium increases with a higher deductible than the current \$10,000; however, this may change in the future and staff will be stay abreast of any changes.

7. CORRESPONDENCE

None.

8. STAFF REPORTS

8.1. Contract to hire a Consultant for Design and Contract Administration for

Parking Lot and Paved Trail Project at Cascades Conservation Area.....9

THAT: the Contract to hire a Consultant for Design and Contract Administration for Parking Lot and Paved Trail Project at Cascades Conservation Area be awarded to Hatch LTD for a cost of \$30,050.00 not including HST AND FURTHER THAT funds will be taken from Conservation Areas Major Maintenance Capital Reserve as approved in the 2022 budget.

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9. CHIEF ADMINISTRATIVE OFFICER'S REPORTS

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9.2. Conservation Authorities Act - Progress Report #1.....12

THAT: Staff Report CORP-08-2022: Conservation Authorities Act Progress Report #1 be received AND FURTHER THAT Progress Report #1 and the Inventory of Programs and Services Version 2.0 be approved AND FURTHER THAT the report be forwarded to Ministry of Environment, Conservation and Parks.

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9.3. Provincial Officer Designation.....22

THAT : Staff Report CORP-10-2022 be received AND FURTHER THAT Michelle Sixsmith, Development Regulations Officer, be appointed as Provincial Offences Officer of the Lakehead Region Conservation Authority to enforce regulations under Section 28 of the Conservation Authorities Act.

CORP-10-2022, Provincial Offences Officer Designation, M. Sixsmith, June.....22

10. PASSING OF ACCOUNTS.....29

THAT : having examined the accounts for the period May 1, 2022 to May 31, 2022 cheque #2575 to #2595 for \$148,316.84 and preauthorized payments of \$5,698,328.65 for a total of \$5,846,328.65, we approve their payment.

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11. REGULATORY ROLE

Plan Review program comments and Section 28 permits issued since last meeting summaries.

11.1. Plan Review Commenting Summary.....30

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11.2. Section 28 Permit Summary.....32

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13. NEW BUSINESS

14. NEXT MEETING

The next meeting will be held on August 31, 2022 at 4:30 p.m.

15. ADJOURNMENT

THAT: the time being _____p.m. AND FURTHER THAT there being no further business we adjourn.



May LRCA Board Meeting Minutes
Lakehead Region Conservation Authority
May 25, 2022 at 4:30
130 Conservation Road/Microsoft Teams

Members Present:

Donna Blunt, Erwin Butikofer, Allan Vis

Members Present (Remote):

Grant Arnold, Rudy Buitenhuis, Andrew Foulds, Andrea Goold, Umed Panu

Also Present:

Tammy Cook, Chief Administrative Officer

Gail Willis, Watershed Manager

Ryne Gilliam, Lands Manager

Ryan Mackett, Communications Manager

Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes

Members Absent:

Joel Brown, Trevor Giertuga, Jim Vezina

1. CALL TO ORDER

The Chair called the Meeting to order at 4:30 p.m.

2. ADOPTION OF AGENDA

THAT: the Agenda be adopted as published.

Motion: #67/22

Motion moved by Umed Panu and motion seconded by Erwin Butikofer. **CARRIED.**

3. DISCLOSURE OF INTEREST

None.

4. MINUTES OF PREVIOUS MEETING

THAT: the Minutes of the Lakehead Region Conservation Authority Fourth Regular Meeting held on April 27, 2022 be adopted as published.

Motion: #68/22

Motion moved by Rudy Buitenhuis and motion seconded by Andrea Goold. **CARRIED.**

5. IN-CAMERA AGENDA

No In-Camera meeting was held.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

None.

8. STAFF REPORTS

None.

9. CHIEF ADMINISTRATIVE OFFICER'S REPORTS

9.1. Monthly Treasurer's Report

Members were provided with the monthly Financial Report for April's Administration and Capital.

9.2. *Conservation Authorities Act* Phase II Regulations

Members reviewed and discussed Staff Report CORP-07-2022: *Conservation Authorities Act* Phase 2 Regulations. It was noted that the new regulations would be incorporated into future budget processes, fee schedules and website updates.

It was noted that the CAO was scheduled to meet with MECP on May 26, 2022 to review LRCA's Inventory of Programs and Services and to obtain clarification on some aspects of the regulations.

THAT: *Staff Report CORP-07-2022: Conservation Authorities Act Phase 2 Regulations be received.*

Motion: #69/22

Motion moved by Allan Vis and motion seconded by Andrew Foulds. **CARRIED.**

9.2.1. Insurance Premium Increases

Members reviewed and discussed Staff Report FIN-09-2022 related to to Insurance Premium increases.

THAT: *Staff Report FIN-09-2022: Insurance Premium Increases be received.*

Motion: #70/22

Motion moved by Erwin Butikofer and motion seconded by Umed Panu. **CARRIED.**

10. PASSING OF ACCOUNTS

THAT: *having examined the accounts for the period April 1, 2022 to April 30, 2022 cheque #2553 to #2574 for \$91,932.63 and preauthorized payments of \$159,322.35 for a total of \$251,254.98, we approve their payment.*

Motion: #71/22

Motion moved by Rudy Buitenhuis and motion seconded by Andrea Goold. **CARRIED.**

11. REGULATORY ROLE

Members were provided with the summaries for the Plan Input and Review Program and Section 28 Permits issued since last meeting.

12. PROJECTS UPDATES

12.1. Communications Manager Projects Update

Members were provided with Project Updates from the Communications Manager Report. It was noted that ten classess (222 students) took part in the 2022 Arbour Week Complementary Education Program.

It was noted that the 2022 Wine Tasting and Dinner at Whitewater was successful in raising approximately \$7,465.00.

12.2. Lands Manager Projects Update

Members were provided with Project Updates from the Lands Manager.

It was noted that the 2022 Summer Field Staff have started their contracts.

It was noted that LRCA Staff are investigating a potential partnership with Black Sheep Mountain Bike Club regarding developing a mountain bike friendly destination at Wishart Forest.

12.3. Watershed Manager Projects Update

Members were provided with Project Updates from the Watershed Manager.

It was noted that the LRCA was successful in obtaining WECl Funding from the Ministry of Northern Development, Mines, Natural Resources and Forestry to fund 50% of the CPR Sediment Trap Dredging Project on the Neebing-McIntyre Floodway this year.

It was noted that on April 22nd and April 29th the LRCA issued Flood Watch messages. On May 3rd, a Water Safety Watershed Condition Statement was issued. On May 12th, a Flood Warning was issued. LRCA Staff participated in the City of Thunder Bay's Infrastructure and Operations Department's emergency response plan meetings in response to the flooding occurring.

It was noted that the May 15th snow surveys had no snow due to the heavy rains and higher temperatures early in May.

It was noted that the annual rain gauge inspection took place on May 4th and 5th.

13. NEW BUSINESS

None.

14. NEXT MEETING

It was the consensus of the Board to move the next meeting date from June 29, 2022 to June 22, 2022 at 4:30 p.m.

15. **ADJOURNMENT**

***THAT:** the time being 5.02 p.m. **AND FURTHER THAT** there being no further business we adjourn.*

Motion: #72/22

Motion moved by Andrew Foulds and motion seconded by Allan Vis. **CARRIED.**

Chair

Chief Administrative Officer



| | | | |
|----------------------|--|-------------------|-----------------|
| PROGRAM AREA | Conservation Areas | REPORT NO. | CONAREA-02-2022 |
| DATE PREPARED | June 13, 2022 | FILE NO. | 18-17-4 |
| MEETING DATE | June 22, 2022 | | |
| SUBJECT | Contract to hire a Consultant for Design and Contract Administration for Parking Lot and Paved Trail Project at Cascades Conservation Area | | |

RECOMMENDATION

Suggested Resolution

*“**THAT:** the Contract to hire a Consultant for Design and Contract Administration for Parking Lot and Paved Trail Project at Cascades Conservation Area be awarded to Hatch LTD for a cost of \$30,050.00 not including HST **AND FURTHER THAT** funds will be taken from Conservation Areas Major Maintenance Capital Reserve as approved in the 2022 budget.”*

LINK TO STRATEGIC PLAN

Links to the Strategic Plan (2018-2022):

Conserve and Sustain:

- *Manage future growth through a systematic evaluation of assets and landholdings.*

Connect and Explore:

- *Manage recreational areas for current and future generations.*

EXECUTIVE SUMMARY

A Request for Proposal package was released on May 30, 2022 to hire a consultant to undertake design and contract administration for the Parking Lot and Paved Trail Project at Cascades Conservation Area. Four bids were received by the closing date. The bids have been reviewed and it is recommended to award the Contract to the lowest bidder, Hatch LTD, in the amount of \$30,050.00 plus HST.

DISCUSSION

Based on identified work within the 2021 Asset Management Plan (AMP) a Request for Proposal was released on May 30, 2022 to hire an engineer to design and act as Consultant for Contract Administrator to oversee the Parking Lot and Paved Trail Project at Cascades Conservation Area. Main concerns to be addressed within the project include the drainage issue within the parking lot, realigning the east side of the paved trail ensuring that it is entirely on LRCA owned land and through the design phase making the trail AODA compliant.

The LRCA reached out to six engineering firms to bid, including: Hatch LTD, WSP, JML Engineering, SurvPal Engineering, Englobe and KGS Group.

Bids were received from four contractors:

- SurvPal Engineering - \$58,875.00 + HST
- JML Engineering - \$42,900.00 + HST
- KGS Group - \$33,050.00 + HST
- Hatch LTD - \$30,050.00 + HST

Staff have reviewed the bid proposals and recommends that the Contact be awarded to Hatch LTD, who submitted the lowest bid.

FINANCIAL IMPLICATIONS

Funding for the Consultant for Design and Contract Administration for Parking Lot and Paved Trail Project at Cascades Conservation Area will be taken from Conservation Area Major Maintenance Capital Reserve as approved within the 2022 budget. An estimate of \$149,000.00 was determined for the entire project, by KGS Group as identified within the 2021 Asset Management Plan Update.


CONCLUSION

Staff recommend that Hatch LTD be awarded the contract to be Consultant for Design and Contract Administration to oversee the Parking Lot and Paved Trail Project at Cascades Conservation Area.

BACKGROUND

The Parking Lot and Paved Trail Project at Cascades Conservation Area was identified within the 2021 Asset Management Plan Update conducted by KGS Group.

PREPARED BY: Ryne Gilliam, Lands Manager

| | |
|--|------------------------|
| THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer | DATE: June 14, 2022 |
|--|------------------------|

**2022 TREASURER'S REPORT
MONTHLY EXPENSES**

| | 2022 BUDGET | May | TOTAL TO DATE | BALANCE REMAINING |
|---|------------------|----------------|------------------|----------------------|
| REVENUE | | | | |
| Provincial Grants | 843,613 | 85,349 | 139,370 | 704,243 |
| Municipal Levy | 1,733,332 | - | 1,733,332 | - |
| Self Generated | 233,788 | 27,343 | 172,721 | 61,067 |
| Other Revenue | 585,429 | 3,700 | 86,591 | 498,838 |
| TOTAL REVENUE | 3,396,162 | 116,391 | 2,132,014 | 1,264,148 |
| EXPENSES | | | | |
| Core Mandate Operating | | | | |
| Administration | 530,632 | 52,047 | 225,599 | 305,033 |
| Community Relations | 125,005 | 9,393 | 44,916 | 80,089 |
| Natural Hazard and Protection Management | 659,676 | 75,023 | 242,299 | 417,377 |
| Conservation and Management of Cons. Auth. Lands | 284,006 | 20,541 | 90,503 | 193,503 |
| Drinking Water Source Protection | 56,343 | 4,414 | 26,678 | 29,665 |
| Total Core Mandate Operating | 1,655,662 | 161,418 | 629,995 | 1,025,667 |
| Non Core Mandate Operating | | | | |
| Other Programming | 248,099 | 7,275 | 108,186 | 139,913 |
| Total None Core Mandate | 248,099 | 7,275 | 108,186 | 139,913 |
| Total Core and Non Core Mandate Operating | 1,903,761 | 168,693 | 738,181 | 1,165,580 |
| Core Mandate Capital | | | | |
| Natural Hazard and Protection Management Authority Office | 1,049,401 | 315 | 45,227 | 1,004,174 |
| Authority Office | 195,500 | - | - | 195,500 |
| Conservation and Management of Cons. Auth. Lands | 247,500 | 326 | 1,963 | 245,537 |
| Total Core Mandate Capital | 1,492,401 | 641 | 47,190 | 1,445,211 |
| Total Operating and Capital | 3,396,162 | 169,334 | 785,370 | 2,610,792 |



| | | | |
|----------------------|---|-------------------|--------------|
| PROGRAM AREA | CORPORATE | REPORT NO. | CORP-08-2022 |
| DATE PREPARED | May 30, 2022 | FILE NO. | 7-1-1 |
| MEETING DATE | June 22, 2022 | | |
| SUBJECT | Conservation Authorities Act - Progress Report #1 | | |

RECOMMENDATION

Suggested Resolution

“THAT: Staff Report CORP-08-2022: Conservation Authorities Act Progress Report #1 be received AND FURTHER THAT Progress Report #1 and the Inventory of Programs and Services Version 2.0 be approved AND FURTHER THAT the report be forwarded to Ministry of Environment Conservation and Parks.”

LINK TO STRATEGIC PLAN

All sections of the Strategic Plan are impacted.

EXECUTIVE SUMMARY

As outlined in LRCA’s Transition Plan, the first of six progress reports is due to the MECP on July 1, 2022. Accordingly, Progress Report #1 is presented to the Board for approval, which includes an updated Inventory of Programs and Services (version 2.0). Once approved, the report will be forwarded to the Ministry prior to the deadline.

DISCUSSION

The CAO met with representatives from MECP on May 27, 2022 to review LRCA’s Inventory of Programs and Services version 1.0, after their May 2, 2022 workshop related to all 36 Conservation Authorities inventories. MECP indicated that overall the inventory was well presented and easy to follow; they did recommend adding a footnote to indicate that the costs were based on the 2022 budget and not a five-year average along with the reasons that method was chosen. Version 2.0 has been prepared with the footnote and a few minor wording edits.

As required in LRCA’s Transition Plan, the LRCA must report the MECP six times between July 1, 2022 and October 2023. Accordingly, the first Progress Report has been completed and is attached. The report must summarize any comments received from Member Municipalities; summarize changes to the Inventory of Programs and Services; update on any cost-apportioning agreements; and outline any anticipated difficulties executing the required agreements. Attachment #1 includes Progress Report #1, with Version 2.0 of the Inventory of Programs and Services, with all changes noted in red font.

Attachment #2 includes the updated *Progress Tracking of Deliverables Table*, dated June 1, 2022.

During the meeting with the MECP the following guidance was provided related to O. Reg. 400/22 Information Requirements (on websites).

1. **Section 2(1) 1. – If a Member is not willing to give their personal phone number, is listing the LRCA phone number sufficient? LRCA staff would act as a receptionist and forward all inquiries to the Member (i.e. a call back number).**
 - Providing the LRCA number would meet the requirement.
 - They encouraged having Members numbers listed as the preferred method; however, in the event of a Member being unwilling to provide a number, the LRCA number could be listed. This may be relevant for citizen appointees.
 - MECP was surprised that not all councillors were provided a phone.
2. **Section 2(1) 4. – From what date are Authorities required to post their Minutes and Agendas? Do we need to post all Minutes and Agendas from the inception of the Authority?**
 - Per Schedule 6, Bill 229 – from January 1, 2021 forward.
3. **Section 2(1) 8. – From what date do we need to post the Annual Audit?**
 - Per Schedule 6, Bill 229 - from January 1, 2021 forward.

Staff are currently working on updating the Governance section as mandated.

FINANCIAL IMPLICATIONS

There are no direct financial implications at this time.

CONCLUSION

After meeting with the MECP, LRCA's Inventory of Programs and Services has been updated to include a footnote describing the method used to calculate program costs and a few minor wording edits. The first progress report including the updated inventory will be submitted to the MECP by the prescribed due date of July 1, 2022.

BACKGROUND

Over the last several years the government has been reviewing and consulting on the *Conservation Authorities Act*. On November 5, 2020 the Province introduced Bill 229, *Protect, Support and Recover from COVID 19 Act (Budget Measures), 2020*, with Schedule 6 outlining many changes to the *Conservation Authorities Act*. The Bill passed third reading and received Royal Assent on December 8, 2020. Some sections came into effect immediately, while additional sections were proclaimed on February 2, 2021. Additional sections are to be proclaimed at a later date. A Minister's Conservation Authority Working Group was formed, which included Conservation Authorities, municipalities and other stakeholders to provide input on regulations and policy.

On May 13, 2021, the Ministry of Environment, Conservation and Parks (MECP) released the *Regulatory Proposal Consultation Guide: Regulations Defining Core Mandate and Improving Governance, Oversight and Accountability of Conservation Authorities*. Which was the first phase of a two-phase process. As part of the first phase, in October 2021 MECP released three new regulations under the *Conservation Authorities Act*:

- Ontario Regulation 686/21: Mandatory Programs and Services
- Ontario Regulation 687/21: Transition Plans and Agreements
- Ontario Regulation 688/21: Rules of Conduct in Conservation Areas

On April 22, 2022 MECP notified Conservation Authorities that the Phase II Regulations had been posted on the Environmental Registry (notice number 019-4610) including:

- O. Reg. 399/22: Amending O. Reg. 687/22 (Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act)
- O. Reg. 400/22: Information Requirements
- O. Reg. 401/22: Determination of Amounts Under Section 27.2 (2) of the Act
- O. Reg. 402/22: Budget and Apportionment
- Policy: Minister’s list of classes of programs and services in respect of which conservation authorities may charge a fee, April 11, 2022

As required in the regulations, the LRCA has prepared:

- Transition Plan (Resolution #121/21)
- Inventory of Programs and Services Version 1.0 (Resolution #27/22).

In the coming year NDMNRF will be releasing new regulations related to Section 28 permitting, which will transition from individual regulations to one provincial regulation.


REFERENCE MATERIAL ATTACHED

Attachment #1 - LRCA Progress Report #1

Attachment #2 – LRCA Progress Tracking of Deliverables – Transition Plan, Phase I and II Regulations, Revision date: June 1, 2022

PREPARED BY:

Tammy Cook, CAO

| | |
|--|-----------------------|
| THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer | DATE: June 1, 2022 |
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June 1, 2022

LAKEHEAD REGION CONSERVATION AUTHORITY Progress Report #1

Purpose

Per O. Reg. 687/21: *Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act* Section 7(2) the authority shall submit six progress reports on:

1. July 1, 2022
2. October 1, 2022
3. January 1, 2023
4. April 1, 2023
5. July 1, 2023
6. October 1, 2023.

| |
|--|
| Questions required to be answered: |
| a) Any comments or other feedback submitted by a municipality referred to in clause 5(1)(b) regarding the inventory. |
| No comments have been received from any Member Municipality. |
| b) A summary of any changes that the authority has made to the inventory to address comments or other feedback referred to in a clause (a), including the changed inventory and a clear description of the changes between the previous inventory and the changed inventory |
| Version 2.0 of the Inventory has been updated with the following changes based on MECP consultation held on May 27, 2022(changes noted in red font in the Inventory): <ul style="list-style-type: none"> • Date/version number • Added "General Operating Expense" in the Corporate Services column to align with the wording in O. Reg. 402/22 Budget and Apportionment. • Add additional explanatory wording under "Other lands" to further explain the other types of land owned by the Authority. • Added additional wording to further explain that the Watershed-based Resource Management Strategy includes confirming compliance with the regulations under section 21.1 of the Act (not just the CA Act). • Added a footnote to explain how costs were determined. |
| c) An update on the progress of negotiations of cost apportioning agreements with the participating municipalities. |
| No progress to date. |
| d) An outline of any difficulties that the authority is experiencing that might affect the ability of the authority to conclude any cost apportioning agreements with one or more participating municipality by the transition date. |
| No difficulties anticipated at this time. |

Attachment: LRCA Inventory of Programs and Services, Version 2.0

Lakehead Region Conservation Authority: Inventory of Programs and Services
Version 2.0

June 1, 2022

| General Category | Subservice | Description | Legislative Reference | Annual Cost (2022) \$ | Sources of Funding | | | | | | | | Comments |
|--|---|--|---------------------------------------|--------------------------|--------------------|-----|--------------------|----|-----------------|---|------------------------------------|-----|--|
| | | | | | Municipal Levy | | Provincial Funding | | Federal Funding | | Self-generated funding (i.e. fees) | | |
| | | | | | \$ | % | \$ | % | \$ | % | \$ | % | |
| Category 1: Mandatory Programs and Services | | | | | | | | | | | | | |
| Mandatory Programs per Subsection 21.1(1) of the Conservation Authorities Act | | | | | | | | | | | | | |
| Corporate Services /General Operating Expense | Administration | Administrative, human resources, employee health and safety, operating and capital costs which are not directly related to the delivery of any specific program or service, financial services, legal, CA Boards, administrative staff (CAO, finance, admin). Administrative Building. | Enabling service | 591,549 | 388,321 | 66 | 150,940 | 25 | | | 52,288 | 9 | |
| | | Capital works within Administrative Building. | | 36,300 | 36,300 | 100 | | | | | | | |
| | Community Relations | Corporate communications, marketing, website, corporate publications (Annual Report, calendar, fact sheets, brochures, etc.). | Enabling service | 72,987 | 72,987 | 100 | | | | | | | |
| | Vehicle and Equipment Program | Internal charge to programs that require vehicles and equipment to fund required maintenance and purchase of vehicles and equipment. | Enabling service | 16,900 | | | | | | | 16,900 | 100 | |
| | Information Technology Management | Computer software and hardware, data management, cyber security at the corporate level. | Enabling service | 47,602 | 47,602 | 100 | | | | | | | |
| | Corporate GIS | Management of GIS software and data at the corporate level. | Enabling service | 28,977 | 28,977 | 100 | | | | | | | |
| i. Programs and Services related to the Risk of Natural Hazards | | | | | | | | | | | | | |
| Risk of Natural Hazards | Floodplain mapping | Creation and maintenance of floodplain models and mapping. | Reg. 686/21 s.1(3)1. | 24,903 | 24,903 | 100 | | | | | | | Sole benefitting City of Thunder Bay |
| | Technical Studies | Studies, mapping and data collection to understand the risks related to natural hazards including how those risks might be affected by climate change. Development of plans and policies to support the delivery of programs. | Reg. 686/21 s.1(3)1. | 15,632 | 15,632 | 100 | | | | | | | |
| | Communications and Outreach | Promoting public awareness of natural hazards including flooding, drought and erosion. Public events and materials. Social media services and website. Media relations. | Reg. 686/21 s.1(2)1, s.1(2)4, s.1(3)3 | 9,994 | 9,994 | 100 | | | | | | | |
| | Flood Forecasting and Warning | Daily data collection and monitoring of weather forecasts, provincial and local water level forecasts and watershed conditions. Flood event forecasting. Flood warning and communications. Maintenance of Equipment. Documentation of flood events. Flood Warning System. | Reg. 686/21 s.2 | 38,570 | 38,570 | 100 | | | | | | | |
| | Drought and Low Water Response | Conditions monitoring/analysis. Technical and administrative support to the Water Response Team representing major water users and decision makers who recommend drought response actions. | Reg. 686/21 s.3 | 4,999 | 4,999 | 100 | | | | | | | |
| | Ice Management | NEW program area. Program to inspect ice issue areas, identify risks and support any potential mitigation. | Reg. 686/21 s.4 | 988 | 988 | 100 | | | | | | | |
| | Ice Management Plan Due: Dec. 31. 2024 | The development and updating of Ice Management Plan to determine where ice increases the risk to natural hazards and what steps are necessary to mitigate these risks. | | 1,931 | 1,931 | 100 | | | | | | | New mandated requirement (development of Ice Management Plan). |

Lakehead Region Conservation Authority: Inventory of Programs and Services

June 1, 2022

Version 2.0

| General Category | Subservice | Description | Legislative Reference | Annual Cost (2022) \$ | Sources of Funding | | | | | | | | Comments |
|--|---|---|-----------------------|--------------------------|--------------------|-----|--------------------|---|-----------------|--------|------------------------------------|----|---|
| | | | | | Municipal Levy | | Provincial Funding | | Federal Funding | | Self-generated funding (i.e. fees) | | |
| | | | | | \$ | % | \$ | % | \$ | % | \$ | % | |
| Risk of Natural Hazards | Infrastructure: Neebing-McIntyre Floodway | Operation and minor maintenance of Neebing-McIntyre Floodway. | Reg. 686/21 s.5 | 129,792 | 129,792 | 100 | | | | | | | Sole benefitting City of Thunder Bay. Provincial WECl funding subject to approval in year of capital project. |
| | | Capital cost for operation of Neebing-McIntyre Floodway. | | 430,000 | 430,000 | 100 | | | | | | | |
| | Infrastructure: Victor Street Erosion | Operation and minor maintenance of Victor Street Erosion. Erosion prone city owned land, protection of infrastructure and maintain access and egress to Victor Street. | Reg. 686/21 s.5 | 56,451 | 56,451 | 100 | | | | | | | |
| | | Capital costs for operation of Victor Street erosion. | | 30,606 | 30,606 | 100 | | | | | | | |
| | Review of Proposal under an Act | Input to the review and approval processes under other applicable law (i.e. <i>Aggregate Resources Act</i> , <i>Drainage Act</i> , <i>Environmental Assessment Act</i> , etc.) with comments principally related to natural hazards, wetlands, watercourses and Section 28 permit requirements. | Reg. 686/21 s.6 | 3,879 | 3,879 | 100 | | | | | | | |
| | Plan Review Comments | Technical information and advice to municipalities related to Section 3.1: Natural Hazards (PPS), on circulated municipal land use planning applications (Official Plan and Zoning By-Law Amendments, Subdivisions, Consents, Minor Variances). Input to Municipal land-use planning, documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of NDMNRF (delegated to CAs in 1983). | Reg. 686/21 s.7 | 92,031 | 62,031 | 67 | | | | | 30,000 | 33 | |
| Administering and enforcing the Act (Section 28 Development Regulations) | Reviewing and processing permit applications, associated technical reports, site inspections, communication with applicants, agents and consultants related to development in a regulated natural hazards. Legal expenses for regulations and compliance. | Reg. 686/21 s.8 | 147,209 | 127,209 | 86 | | | | | 20,000 | 14 | | |

Lakehead Region Conservation Authority: Inventory of Programs and Services **June 1, 2022**
Version 2.0

| General Category | Subservice | Description | Legislative Reference | Annual Cost (2022) \$ | Sources of Funding | | | | | | | | Comments |
|---|--|--|-------------------------------|--------------------------|--------------------|-----|--------------------|-----|-----------------|---|------------------------------------|----|---|
| | | | | | Municipal Levy | | Provincial Funding | | Federal Funding | | Self-generated funding (i.e. fees) | | |
| | | | | | \$ | % | \$ | % | \$ | % | \$ | % | |
| ii. Programs and Services related to the Conservation and Management of Lands owned and controlled by the Authority | | | | | | | | | | | | | |
| Management, operation and maintenance of CA owned land | Conservation Areas | Operation and minor maintenance in Conservation Areas. Forest management, natural heritage management. Land Inventory (NEW mandated requirement, due by December 31, 2024). Comment on planning applications as a landowner. Development and maintenance of a Conservation Areas Strategy (NEW mandated requirement, due by December 31, 2024). Capital works in Conservation Areas. | Reg. 686/21 s.9, 10, 11 | 182,475 | 127,475 | 70 | | | | | 55,000 | 30 | New mandated requirements (Land Inventory, Conservation Area Strategy). |
| | Administer Section 29 Regulations in Conservation Areas | Conservation areas enforcement/compliance legal expenses for regulation compliance. | Reg. 686/21 s. 9(4) | 8,025 | 8,025 | 100 | | | | | | | |
| | Other owned land (i.e. floodplain lands, erosion prone lands, forest management management land, etc.) | Operation and minor maintenance in other Conservation Authority owned land. Forest management, natural heritage management. Land Inventory (Due December 31, 2024). Comment on planning applications as a landowner. Capital works in Conservation Authority other owned land. | Reg. 686/21 s.9,s.11 | 12,164 | 4,000 | 33 | | | | | 8,164 | 67 | |
| iii. Programs and Services related to the authority's duties, functions and responsibilities as a Source Protection Authority under the Clean Water Act 2006 | | | | | | | | | | | | | |
| Source Water Protection Program | Source Water Protection | Provide programs and services to ensure the Authority carries out its duties, functions and responsibilities as a Source Protection Authority under the provisions of the <i>Clean Water Act</i> (2006). Applies to municipal drinking water systems: City of Thunder Bay Bare Point Water Treatment Plant and Municipality of Oliver Paipooonge Rosslyn Village Drinking Water System. Comment on planning applications related to source water. | Reg. 686/21 s.13 | 54,786 | | | 54,786 | 100 | | | | | |
| iv. Other Programs and Services | | | | | | | | | | | | | |
| Other Programs and Services | Water Quality and Quantity Monitoring: Provincial Groundwater Monitoring Network | A long standing (20+ year) CA/MECP partnership for groundwater level and quality monitoring. CA maintains equipment, data transfer to MECP, water sampling; MECP provides equipment, standards, data management and lab analysis. Includes summer students. | Reg. 686/21 s.12(1)1, s.12(2) | 7,105 | 7,105 | 100 | | | | | | | |
| | Water Quality and Quantity Monitoring: Provincial Water Quality Monitoring Network | A long standing (50+year) CA/MECP partnership for stream water quality monitoring. CA takes water samples; MECP does lab analysis and data management. Includes summer students. | Reg. 686/21 s.12(1)2, s.12(3) | 4,791 | 4,791 | 100 | | | | | | | |
| | Watershed-based Resource Management Strategy Due: Dec. 31, 2024 (NEW Mandated requirement) | Developing guiding principles and objectives that inform the design and delivery of programs and services the CA is required to provide. Collate/compile existing resource management plans, watershed plans, studies and data. Strategy development, implementation and annual reporting. A review of programs and services provide for the purposes of compliance with the regulations and Seciton 21.1 of the CA Act . Develop process for periodic review including procedures to engage/consult with stakeholders and the public. Strategy development must include a stakeholder and public consultation component. Make available to the public. | Reg. 686/21 s.12(1)3, s.12(4) | ? | | | | | | | | | New mandated program. Cost unknown. Anticipate completing internally. |

Lakehead Region Conservation Authority: Inventory of Programs and Services **June 1, 2022**
Version 2.0

| General Category | Subservice | Description | Legislative Reference | Annual Cost (2022) \$ | Sources of Funding | | | | | | | | Comments |
|--|--|--|-----------------------|--------------------------|--------------------|-----|--------------------|-----|-----------------|---|------------------------------------|-----|--|
| | | | | | Municipal Levy | | Provincial Funding | | Federal Funding | | Self-generated funding (i.e. fees) | | |
| | | | | | \$ | % | \$ | % | \$ | % | \$ | % | |
| Category 2: Non-Mandatory Programs at the request of a Municipality | | | | | | | | | | | | | |
| Mapping Service | GIS Mapping Service. Maintaining of hardware and software required to provide a web-based mapping service that provides mapping capabilities to users. | Municipality of Oliver Paipoonge | CAA s.21(1)(n) | 12,350 | | | | | | | 12,350 | 100 | Agreements executed February 2022 and renewed annually. |
| | | Township of Dorion | | 650 | | | | | | | 650 | 100 | |
| | | Lakehead Rural Planning Board | | 3,000 | | | | | | | 3,000 | 100 | |
| Natural Heritage Planning Services (Proposed) | Natural Heritage Planning Review | This service would provide comments to the City of Thunder Bay on all planning applications regarding compliance with Section 2.1: Natural Heritage in the PPS. Facilitation of natural heritage studies to quantify natural heritage features, significance, etc., to be used in commenting and updating of future Official Plans and Zoning By-Laws. | CAA s.21(1)(n) | 60,000 | 60,000 | 100 | | | | | | | New City of Thunder Bay sole benefitting program. LRCA to seek MOU to provide program. |
| Category 3: Non-Mandatory Programs | | | | | | | | | | | | | |
| Education | Environmental Education | Curriculum based program development and delivery within local School Boards. Annual Water Festival. | CAA s.21(1)(a)&(q) | 22,445 | | | | | | | 22,445 | 100 | No municipal levy will be used for Category 3 programs; therefore, no Agreements required. |
| | Nature Interpretive Programming | Event programming development and execution on LRCA owned lands. | CAA s.21(1)(a)&(q) | 14,964 | | | | | | | 14,964 | 100 | |
| Stewardship | Superior Stewards | Program to enable local residents residing along a shoreline to revegetate, restore and improve riparian health along their shoreline. | CAA s.21(1)(g)&(o) | 40,000 | | | 40,000 | 100 | | | | | |
| | Tree Seedling | Promotion of tree planting in the watershed. | CAA s.21(1)(g)&(o) | 13,444 | | | | | | | 13,444 | 100 | |
| | Private Land Stewardship | Administration and execution of stewardship projects on municipal/LRCA/private land. Promotion of restoration/enhancement of natural environment. | CAA s.21(1)(g)&(o) | 3,240 | | | | | | | 3,240 | 100 | |
| Environmental Research | Low Impact Development Research with PhD Student | Short term research project (2022 to 2025) in partnership with Lakehead University. Studying the effectiveness of Low Impact Development in the McVicar Creek watershed. | CAA s.21(1)(a) | 7,500 | | | | | | | 7,500 | 100 | |

**Per. O. Reg. 687/22 section 6(2)(c)(i)(D) costs are based on the 2022 budget as the 5 year average was determined to not reflect the actual cost of the programs (i.e. loss of Section 39 provincial funding, inflation, wage increases, other available funding varies year to year, etc.).

| | Total Program Cost | Percentage of Total Cost | Municipal Levy | | Provincial Funding | | Federal Funding | | Self-generated funding (i.e. fees) | |
|--------------|--------------------|--------------------------|------------------|------------|--------------------|------------|-----------------|-----------|------------------------------------|------------|
| | \$ | % | \$ | % | \$ | % | \$ | % | \$ | % |
| Category 1 | 2,141,546 | 93% | 1,753,468 | 97% | 205,726 | 84% | | | 182,352 | 70% |
| Category 2 | 76,000 | 3% | 60,000 | 3% | - | 0% | | | 16,000 | 6% |
| Category 3 | 101,593 | 4% | - | | 40,000 | 16% | | | 61,593 | 24% |
| Total | 2,319,139 | | 1,813,468 | 78% | 245,726 | 11% | - | 0% | 259,945 | 11% |

Lakehead Region Conservation Authority**Progress Tracking of Deliverables – Transition Plan, Phase I and Phase II Regulations****Revision Date: June 1, 2022**

| Deliverable | Planned Timeline | Due Date | Status |
|--|--------------------------------|-------------------|--------------------------------|
| 2021 | | | |
| Develop Transition Plan | | December 31, 2021 | Complete Resolution #121/21 |
| Obtain Board approval of the Transition Plan | | November 24, 2021 | Complete |
| Post Transition Plan to website and circulate to municipalities and MECP | | December 31, 2021 | Complete |
| 2022 | | | |
| Develop Programs and Services Inventory with Board approval | | | Complete Resolution #27/22 |
| Circulate Programs and Services Inventory to municipalities and MECP | | February 28, 2022 | Complete |
| MECP Report #1 | June 24, 2022 | July 1, 2022 | Complete |
| MECP Report #2 | September 30, 2022 | October 1, 2022 | |
| MECP Report #3 | December 16, 2022 | January 1, 2023 | |
| Update Fee Policy | | January 1, 2023 | |
| Update Governance Section on website and notify Minister | December 16, 2022 | January 1, 2023 | In progress |
| 2023 | | | |
| Prepare 2024 Budget Adhering to Legislation | January 1, 2023 to August 2023 | November 2023 | |
| MECP Report #4 | March 31, 2022 | April 1, 2023 | |
| Negotiations of cost apportioning agreement with municipalities | March 2022 to May 2023 | n/a | |
| LRCA Approval of MOUs/Agreements | June 2023 to August 2023 | n/a | |

Lakehead Region Conservation Authority**Progress Tracking of Deliverables – Transition Plan, Phase I and Phase II Regulations****Revision Date: June 1, 2022**

| Deliverable | Planned Timeline | Due Date | Status |
|--|---------------------------|----------------------------------|---------------|
| MECP Report #5 | June 30, 2023 | July 1, 2023 | |
| Execute municipal agreements | June 2023 to October 2023 | January 1, 2024 | |
| MECP Report #6 | September 29, 2022 | October 1, 2023 | |
| Request for extension of transition date | | October 1, 2023 (if required) | |
| 2024 | | | |
| Final Report to MECP | January 30, 2024 | January 30, 2024 | |
| Land Inventory Public Consultation | | December 31, 2024 | |
| Land Inventory | | December 31, 2024 | In progress |
| Conservation Area Strategy Public Consultation | | December 31, 2024 | |
| Conservation Area Strategy | | December 31, 2024 | |
| Asset Management Plan Floodway | | December 31, 2024 | |
| Operational Management Plan Floodway | | December 31, 2024 | |
| Asset Management Plan Victor Street | | December 31, 2024 | |
| Operational Management Plan Victor Street | | December 31, 2024 | |
| Ice Management Plan | | December 31, 2024 | |
| Resource Based Management Strategy | | December 31, 2024 | |



| | | | |
|----------------------|---|-------------------|--------------|
| PROGRAM AREA | CORPORATE | REPORT NO. | CORP-10-2022 |
| DATE PREPARED | June 13, 2022 | FILE NO. | CAO Office |
| MEETING DATE | June 22, 2022 | | |
| SUBJECT | Provincial Offences Officer Designation – Michelle Sixsmith | | |

RECOMMENDATION

Suggested Resolution:

*“THAT: Staff Report CORP-10-2022 be received **AND FURTHER THAT** Michelle Sixsmith, Development Regulations Officer, be appointed as Provincial Offences Officer of the Lakehead Region Conservation Authority to enforce regulations under Section 28 of the Conservation Authorities Act.”*

LINK TO STRATEGIC PLAN

Links to the Strategic Plan (2018 – 2022):

- Increase awareness of the impacts of floods and hazards and the importance of mitigation.
- Evaluate the priorities for the protection of and management of wetlands and natural heritage features.

EXECUTIVE SUMMARY

The Lakehead Region Conservation Authority administers Ontario Regulation 180/06: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses under Section 28 of the *Conservation Authorities Act*. Per the *Conservation Authorities Act* and MNRF Class Designation, the Conservation Authority Board of Directors may appoint Provincial Offences Officers to enforce such regulations.

Having satisfied the qualifying criteria, it is recommended that the Board of Directors of the Lakehead Region Conservation Authority appoint Michelle Sixsmith, Development Regulations Officer of the Lakehead Region Conservation Authority as a Provincial Offences Officer to enforce Section 28 of the *Conservation Authorities Act*.

DISCUSSION

The Lakehead Region Conservation Authority administers Ontario Regulation 180/06: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses under Section 28 of the *Conservation Authorities Act*. Per the *Conservation Authorities Act* and MNRF Class Designation, the Conservation Authority Board of Directors may appoint Provincial Offences Officers to enforce such regulations.

The criteria that shall be satisfied when appointing an employee as an “officer” for enforcing Section 29 of the *Conservation Authorities Act* includes:

1. The officer shall provide proof of a clean criminal check
2. The officer shall be adequately trained in the legislation that they are to enforce.

Michelle Sixsmith has provided proof of a clean criminal check and has successfully completed Conservation Authority Compliance Training Level 1. The training was offered through the Conservation Ontario Regulatory Compliance Committee and focused on Sections 28 and 29 of the *Conservation Authorities Act*. The purpose of the course was to introduce skills, knowledge and behaviors required as a basic foundation for Provincial Offences Officers working for Ontario’s Conservation Authorities.

The appointment of Provincial Offences Officers will provide the Authority with additional enforcement powers in the event of non-compliance with the regulations. The ability to issue fines, or threaten potential fines may be enough of a deterrent for potential violators to adhere to the regulations. It is noted that staff will continue to use negotiation and education as the preferred method to address non-compliance with the regulations. The appointments will bring the total number of designated Provincial Offences Officers at the LRCA to five.

FINANCIAL IMPLICATIONS

The appointment of Provincial Offences Officers may reduce future enforcement costs to the Authority in the future.

CONCLUSION

Having satisfied the qualifying criteria, it is recommended that the Board of Directors of the Lakehead Region Conservation Authority appoint Michelle Sixsmith as a Provincial Offences Officer to enforce regulations under Section 28 of the *Conservation Authorities Act*.

BACKGROUND

Conservation Authorities Act Section 28(1) states: subject to the approval of the Minister, an authority may make regulations applicable in the area under its jurisdiction; (d) providing for the appointment of officers to enforce any regulation made under this section or section 29; (e) providing for the appointment of persons to act as officers with all of the powers and duties of officers to enforce any regulation made under this section.

Conservation Ontario Council endorsed “Protocol for Conservation Authority Designation of a Provincial Offences Officer”, outlines the procedure for Conservation Authority Boards to designate officers under the MNRF Class Designation for offences under the *Conservation Authorities Act*.

The following criteria is required when appointing an employee as an “officer” for enforcing Section 28 and/or Section 29 of the *Conservation Authorities Act*:

1. The officer shall provide proof of a clean criminal record check.
2. The officer shall be adequately trained in the legislation they are to enforce.

The Conservation Authority and Provincial Offences Officer are to each maintain a file of appointments including proof that the “qualifying criteria” have been satisfied, to confirm that staff are properly empowered to enforce the legislation respective to their appointment. The file is to be updated on a regular basis to include all relevant training.

Current appointed Provincial Offences Officers at the LRCA include:

- May 1, 2019 – Gail Willis (Section 28)
- October 28, 2020 – Tammy Cook (Section 28 and Section 29)
- November 24, 2021 – Ryne Gilliam (Section 29)
- November 24, 2021 – Ryan Harris (Section 29)

At a date to be specified in the future, individual Conservation Area regulations will be replaced with one Minister’s Regulation for all Conservation Authorities (Ontario Regulation 688/21) and individual Conservation Authority Section 28 regulations will be replaced with wording within the Act. Designated Provincial Offences Officers will then be designated to enforce under the new regulation and/or Act sections.

REFERENCE MATERIAL ATTACHED

Certificates of Completion, Conservation Authority Compliance Training Level I, dated April 25 to May 6, 2022.

Protocol for Conservation Authority Designation of a Provincial Offences Officer

PREPARED BY:

Tammy Cook, CAO

| | |
|--|-----------------------------------|
| <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>June 13, 2022</p> |
|--|-----------------------------------|

Certificate of Training



this certifies that

Michelle Sixsmith

has successfully completed

Level 1 Provincial Offences Officer Course

Signed _____ *Angela McKenna*

Angela McKenna, Capstone Development & Training

Date _____ *April 25 - May 6, 2022*

Protocol for Conservation Authority Designation of a Provincial Offences Officer

Objective:

The objective of this protocol is to provide clear and consistent documentation with regard to requirements for designation of Provincial Offences Officers by Conservation Authority Boards and to maintain a standard of professionalism in carrying out regulatory compliance responsibilities.

Background:

Appropriate training and qualifications are required in order to perform the duties of a Provincial Offences Officer in a professional and competent manner. Legislation and qualifying criteria have been established since 1999 to set a professional standard in this regard. Additionally, when before a Justice of the Peace, staff may be asked by the court to provide proof of their designation and training as a confirmation of the credibility of the officer.

Legislation:

As per the *Provincial Offences Act (POA)*, the *Conservation Authorities Act (CAA)* and the class designation / correspondence from the Ministry of Natural Resources (MNR), it has been established that there is an inherent need for a standard set of criteria that each Conservation Authority should apply when appointing an officer to enforce their own respective legislation. Specifically:

- *POA Section 1(3) states “A minister of the Crown may designate in writing any person or class of persons as a provincial offences officer for the purposes of all or any class of offences.*
- *CAA Section 28. (1) states: Subject to the approval of the Minister, an authority may make regulations applicable in the area under its jurisdiction, (d) providing for the appointment of officers to enforce any regulation made under this section or section 29; (e) providing for the appointment of persons to act as officers with all of the powers and duties of officers to enforce any regulation made under this section.*
- *MNR Class Designation (see attached) was signed on June 14, 1999 by the Minister of Natural Resources, regarding the appointment of a class of persons as officers for offences under the Conservation Authorities Act and the Trespass to Property Act.*

Qualifying Criteria for Officer Candidates:

The following criteria shall be satisfied when appointing an employee as an “officer” for enforcing Section 28 and / or Section 29 of the *Conservation Authorities Act*.

1. The officer shall provide proof of a clean criminal record check
2. The officer shall be adequately trained* in the legislation they are to enforce (ie. *Conservation Authorities Act, Provincial Offences Act, Trespass to Property Act*).

*Provincial Regulatory Compliance Foundations Training (or equivalent training) is the most familiar option that has been utilized by Conservation Authorities.

Process - Appointment Process & Maintenance of Records:

When the qualifying criteria are satisfied, the officer shall be appointed as a Provincial Offences Officer by the respective Conservation Authority Board, in order to enforce Section 28 and / or Section 29 of the *Conservation Authorities Act* for the respective jurisdiction in which the officer has received the appointment.

The Conservation Authority and Provincial Offences Officer shall each maintain a file of appointments including proof that the “qualifying criteria” have been satisfied, to confirm that staff are properly empowered to enforce the legislation respective to their appointment. The file should be updated on a regular basis to include all relevant training.

DESIGNATION

This is page 1 of the Schedule mentioned in the designation by the Minister of Natural Resources.

Dated the 14th day of June 1999.

| | Column 1 Class of Persons | Column 2 Class of Offences |
|----|--|--|
| 1. | Any conservation officer appointed under the <u>Fish and Wildlife Conservation Act</u> or any deputy conservation officer appointed under the <u>Fish and Wildlife Conservation Act</u> by virtue of Section 28(o) of the <u>Interpretation Act</u> according to the terms of their appointment. | All offences under the following Acts and accompanying Regulations: <u>Fish and Wildlife Conservation Act</u> <u>Crown Forest Sustainability Act</u> <u>Endangered Species Act</u> <u>Fish Inspection Act</u> <u>Lakes and Rivers Improvement Act</u> <u>Mining Act</u> <u>Motorized Snow Vehicles Act</u> <u>Off-Road Vehicles Act</u> <u>Wild Rice Harvesting Act</u> In addition to the above, within provincial parks, the following Acts and accompanying Regulations: <u>Highway Traffic Act</u> <u>Liquor Licence Act</u> <u>Provincial Parks Act</u> <u>Trespass to Property Act</u> |
| 2. | Any park warden, superintendent, assistant superintendent and district manager designated as such for the purposes of the <u>Provincial Parks Act</u> and the regulations thereunder. | All offences under the following Acts and accompanying Regulations, when carrying out duties within a provincial park: <u>Provincial Parks Act</u> <u>Highway Traffic Act</u> <u>Liquor Licence Act</u> <u>Motorized Snow Vehicles Act</u> <u>Off-Road Vehicles Act</u> <u>Trespass to Property Act</u> |
| 3. | Any inspector designated as such for the purposes of the <u>Aggregate Resources Act</u> . | All offences under the <u>Aggregate Resources Act</u> and accompanying Regulations. |
| 4. | Any officer appointed within the meaning of the <u>Forest Fires Prevention Act</u> . | All offences under the <u>Forest Fires Prevention Act</u> and accompanying Regulations. |
| 5. | Any inspector appointed in accordance with the <u>Oil, Gas and Salt Resources Act</u> . | All offences under the <u>Oil, Gas and Salt Resources Act</u> and accompanying Regulations. |
| 6. | Any inspector appointed under the <u>Lakes and Rivers Improvement Act</u> . | All offences under the <u>Lakes and Rivers Improvement Act</u> and accompanying Regulations. |
| 7. | Any officer appointed under the <u>Public Lands Act</u> . | All offences under the <u>Public Lands Act</u> and accompanying Regulations. |
| 8. | Any officer appointed under Clause 28(1)(d) of the <u>Conservation Authorities Act</u> . | All offences under the following Act and Conservation Authorities Act Regulations, when carrying out duties within their Conservation Authority: <u>Trespass to Property Act</u> |



LAKEHEAD REGION
CONSERVATION AUTHORITY

June 22, 2022

Moved By _____

Seconded By _____

“THAT: having examined the accounts for the period May 1, 2022 to May 31, 2022 cheque #2575 to #2595 for \$148,316.84 and preauthorized payments of \$5,698,328.65 for a total of \$5,846,328.65, we approve their payment.”

| | | |
|------|---|------------|
| 2575 | Canada Post: PO Box LRCA | 355.95 |
| 2576 | Creekside Nursery and Garden Centre: April Plowing | 949.20 |
| 2577 | Innovated Solutions: June Cloud Protection | 133.34 |
| 2578 | Marsh Canada: 2022-2023 Insurance | 72,704.04 |
| 2579 | Northern Turf Equipment: Equipment Repairs | 110.29 |
| 2580 | Pinewood Ford Ltd.: Truck Purchase | 61,160.12 |
| 2581 | Superior Outdoors Inc. The Walleye: 1/4 page ad in the Walleye | 175.15 |
| 2582 | Teleco Landline: Repairs to phone system | 169.50 |
| 2583 | The Chronicle Journal: SPC Member advertisement | 419.52 |
| 2584 | Thunder Bay Answering Service Inc.: May Answering Service | 239.56 |
| 2585 | Thunder Bay Broom & Chemicals: Janitorial Supplies | 135.09 |
| 2586 | NOR-59617, Grant Thornton LLP | 1,813.65 |
| 2587 | Central Carwash: April Fuel | 585.43 |
| 2588 | Gail Willis: Snacks for Wetlands meeting | 47.27 |
| 2589 | Gayle Little: Postage, Ink Cartridge | 80.66 |
| 2590 | Lowery's: Various office supplies | 1,317.35 |
| 2591 | Thunder Bay District Stewardship Council: Bird Nest Boxes for rehab project | 203.69 |
| 2592 | Township of Dorion: Grade Hurkett Cove Rd. | 220.00 |
| 2593 | Whitewater Golf Club: Dinner for Wine Tasting Event | 5,719.17 |
| 2594 | Terry Drebit Purchase Quad Tires | 200.00 |
| 2595 | Tower Optical Co Inc Viewing Scope | 1,577.86 |
| | | 148,316.84 |

Chair

| | | |
|----|---|--------------|
| PA | Payroll and Per Diems | 52,247.58 |
| PA | Royal Bank Group Retirement RRSP and TFSA | 8,124.64 |
| PA | RWAM and Lifeworks Benefits | 2,485.57 |
| PA | Enbridge | 354.67 |
| PA | Synergy North | 568.76 |
| PA | Visa Routine Monthly Expenses | 7,258.42 |
| PA | Banking and Visa Fees | 685.06 |
| PA | Postage | - |
| PA | Receiver General of Canada May | 26,000.21 |
| PA | Converted One Investment to RBC GIC | 5,600,000.00 |
| PA | Photocopier Lease | 286.90 |
| | | 5,698,011.81 |
| | | 5,846,328.65 |

Chair

Res# _____/22

Monthly Plan Input/Review and Fill Regulations Administration
May 1 to 31, 2022

| Municipality | Minor Variance (A) | Consent (B) | Official Plan | Official Plan/ Zoning By-Law Comprehensive Review | Zoning By-Law (Z) | Subdivisions | Clearances | Reality Services | Lawyer Inquiries | Letter of Opinion (Other) | Total |
|----------------------|--------------------|-------------|---------------|---|-------------------|--------------|------------|------------------|---------------------|---------------------------|-----------|
| City of Thunder Bay | A-30-2022 | B-28-2022 | | | | | | | 1030 Riverdale Road | | |
| | A-27-2022 | B-34-2022 | | | | | | | | | |
| | A-33-2022 | B-35-2022 | | | | | | | | | |
| | | B-36-2022 | | | | | | | | | |
| Total | 3 | 4 | 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 |
| Neebing | | | | | | | | | 622 Memory Road | | |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| Shuniah | | | | | Z3/22 Z2/22 | | | | | Hydro One Pearl Lake Area | |
| Total | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 1 | 3 |
| 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 | 3 | 4 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 1 | 12 |

Monthly Plan Input/Review and Fill Regulations Administration
June 1 to 14, 2022

| Municipality | Minor Variance (A) | Consent (B) | Official Plan | Official Plan/ Zoning By-Law Comprehensive | Zoning By-Law (z) | Subdivisions | Clearances | Reality Services | Lawyer Inquiries | Letter of Opinion (Other) | Total |
|----------------------|--------------------|----------------------|---------------|--|-------------------|--------------|------------|------------------|------------------|---------------------------|----------|
| City of Thunder Bay | | | | | | | | | | | |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Oliver Paipoonge | | 1B/11/22 | | | | | | | | | |
| | | 1B/10/22 | | | | | | | | | |
| | | 1B/09/22 | | | | | | | | | |
| Total | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| O'Connor | | | | | | | | | | | |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Neebing | | B-02-2022 - Revised* | | | | | | | | | |
| Total | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 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 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |



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

Year: 2022

| 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: |
| #1/22 | Standard Works | \$300.00 | Alex Hitback | City of Thunder Bay | Central Ave Vacant Lot | Garage | 6/1/2022 | 14/1/22 | 8 | | Staff |
| #2/22 | Major Works | \$1,000.00 | Enbridge Gas Inc | City of Thunder Bay | Kam River Crossing/Victor/Riverdale | Directional Drilling For Gas Pipeline | 27/01/22 | 28/01/22 | 1 | | Staff |
| #3/22 | Standard Works | \$600.00 | James Ward | City of Thunder Bay | 1391 Arthur St W. | Fill Placement & Site Grading | 24/01/22 | 28/01/22 | 4 | | Staff |
| #4/22 | Small Works | \$150.00 | Gerald Champagne | City of Thunder Bay | 400 Lyon Blvd. | Water Park Cement Anchors | 8/2/2022 | 14/02/22 | 6 | | Staff |
| #5/22 | Small Works | \$150.00 | Glen McLeod | Municipality of Shuniah | 1369 Silver Beach Dr | Erosion Protection | 28/02/22 | 03/03/22 | 3 | | Staff |
| #6/22 | Major Works | \$2,000.00 | Di Gregorio Developments | City of Thunder Bay | Weiler Blvd & Cougar Cres. | Fill Placement & Site Grading | 22/02/22 | 29/02/22 | 5 | | Staff |
| #7/22 | Standard Works | \$300.00 | Andrew Potter | City of Thunder Bay | 890 Gratton Road | Dwelling Construction & Fill Placement | 9/3/2022 | 11/03/22 | 3 | | Staff |
| #8/22 | Standard Works | NA | City of Thunder Bay | City of Thunder Bay | 971 Alloy Drive | Outfall Installation | 24/03/22 | 08/04/22 | 11 | | Staff |
| #9/22 | Standard Works | NA | City of Thunder Bay | City of Thunder Bay | 350 Legion Track Dr. | Outfall Installation | 6/4/2022 | 04/12/22 | 6 | | Staff |
| #10/22 | Standard Works | \$300.00 | Enbridge Gas Inc | Municipality of Oliver Paipoonge | Boundary Road, Wilderness Rd, Farm Rd | Gas Pipeline Extension | 13/4/2022 | 22/04/22 | 8 | | Staff |
| #11/22 | Large Works | \$600.00 | Vince Talarico | City of Thunder Bay | 211 Thompson Rd | Lot Development | 10/5/2022 | 20/05/11 | 10 | | Staff |
| #12/22 | Standard Works | \$0.00 | City of Thunder Bay | City of Thunder Bay | 324 Wellington St | Storm Sewer Outfall Install | 25/5/2022 | 31/05/22 | 6 | | Staff |
| #13/22 | Large Works | \$0.00 | City of Thunder Bay | City of Thunder Bay | Woodcrest Road Bridge over McIntyre | Bridge Replacement | 26/5/2022 | 03/06/22 | 5 | | Staff |
| #14/22 | Standard Works | \$300.00 | Jodi Parhala | Municipality of Neebing | 142 Island Drive | Deck Construction | 26/05/22 | 03/06/22 | 5 | | Staff |
| #15/22 | Standard Works | \$300.00 | Sean Linklater | City of Thunder Bay | 667 Dog Lake Road | Dwelling Construction | 30/5/2022 | 07/06/22 | 7 | | Staff |
| #16/22 | Small Works | NA | City of Thunder Bay | City of Thunder Bay | 400 West Lyon Boulevard | Fill Placement & Retaining Wall Removal | 3/6/2022 | 09/06/22 | 4 | | Staff |



Monthly Project Update

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|---------------------|------------------------|
| MEETING DATE | June 22, 2022 |
| STAFF NAME | Ryan Mackett |
| POSITION | Communications Manager |

2021 Annual Report

The 2021 Annual Report has finally been received and was distributed by the Chronicle Journal. Staff have also sent copies out to the regular mail-out recipients.

2022 Dorion Birding Festival

The 2022 Dorion Birding Festival occurred on Saturday, May 28, 2022, and was a huge success. The number of species observed during the festival totalled 105 unique species, including three brand-new species observations for the Festival: Marsh Wren, Connecticut Warbler, and Eastern Meadowlark. Participant and guide feedback was extremely positive and complementary. Staff recommend holding the Festival again in 2023.

Children's Water Festival

The 2022 Lakehead Children's Water Festival was held on June 7, 8, and 9 at the LRCA Administrative Office. A total of 317 students from 12 different schools participated in the Water Festival. This event is one of the LRCA's signature events and was once again extremely well-received by the teachers and parents that attended with their classes this year.

Summer Events

The LRCA is hosting Hazelwood Lake Family Fun Day on Sunday, July 17, 2022, as well as Little Trout Day By The Bay on Saturday, August 27, 2022. Event itineraries are still very much tentative, however a falconry demonstration from Thunderbird Raptor Rescue is scheduled for both events. Other confirmed attractions include Wilderness Supply Co. kayak demos at Hazelwood and Scuba Diving demos at Little Trout Bay.



Monthly Project Update

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|---------------------|---------------|
| MEETING DATE | June 22, 2022 |
| STAFF NAME | Ryne Gilliam |
| POSITION | Lands Manager |

Conservation Area Parking Enforcement

The Lands Manager has begun issuing parking infractions to visitors who did not pay for parking at Cascades and Mission Island Marsh Conservation Areas. To date, three infractions have been issued. Not only have infractions been issued but also “Thank You” slips have been placed on vehicles of those who have paid. Increased staff presence and enforcement of payment will reinforce to the public that payment is not optional but mandatory. Staff presence has also occurred outside of working hours to send the message that ticketing can happen at any time. Furthermore, staff are pleased that at times of ticketing the compliance rate has been very high.



Monthly Project Update

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|---------------------|-------------------|
| MEETING DATE | June 22, 2022 |
| STAFF NAME | Gail Willis |
| POSITION | Watershed Manager |

Neebing McIntyre Floodway – Diversion Channel Lip Dredging

Staff hired Hatch Ltd. to provide engineering services to estimate the quantity and cost for the removal of the excess sediment that has accumulated between the Neebing McIntyre Floodway diversion channel lip and the Redwood Avenue bridge (along Ford Street). A significant amount of sediment was deposited within the diversion channel during last month’s diversion to the Floodway due to the high water level in the upper Neebing River. The floodway began diverting on April 30th for a total of 16 consecutive days. Diversion channel lip dredging is included in the 2022 budget.

Bathing Beach Sampling

Staff have begun bathing beach sampling at Hazelwood Lake and Mission Island Marsh Conservation Areas under the Thunder Bay District Health Unit’s Beach Program. Between June 1st and August 31st, staff will sample weekly. As part of the operation of the bathing beach area, the water is tested to ensure swimmers are advised of current swimming conditions. High levels of E. Coli in recreation water may cause health related problems in swimmers. Staff will post an Advisory at the beach when warranted, per the Bathing Beach Protocol. The last Advisory posted at Hazelwood occurred in 2007. Sampling at Mission Island Marsh was resumed due to the increased recreational usage at the area. Sampling was discontinued in 2009.

Watershed Conditions – Lake Superior Water Levels

Water levels are above average across all the Great Lakes. Lake Superior’s beginning of June water level is above average, which is similar to last year’s level at this time. The water level of Lake Superior rose significantly in May after another month of significantly wetter than average conditions in the basin. These wet conditions resulted in a water level rise of 22 centimeters for the month of May, which was the lake’s 3rd largest rise (22 centimeters compared to 10 centimeters on average). The beginning of June level was 12 centimetres above average (1918-2019), and two centimetres above last year’s level; however, it was 28 centimetres lower than the record high set at the beginning of June in 2019. The current water level is approximately 69 centimetres lower than the 100-year flood level for Lake Superior. Lake Superior water levels fluctuate seasonally, therefore as expected, levels will continue to increase into the summer.

Green Stormwater Infrastructure Monitoring and Action Plan (GSI MAP)

LRCA staff were successful in receiving \$10,000 in donation from the RBC Foundation through their RBC Tech for Nature program. The donation will provide funds to continue implementing the Green Stormwater Infrastructure Monitoring and Action Plan (GSI MAP) project in the McVicar Creek watershed.

In 2021, using the previous RBC Tech for Nature donation, we developed and implemented an online platform using ArcGIS story maps to highlight LRCA's watershed monitoring programs. The story map is publicly available on the LRCA website and provides information on green infrastructure, water quality and quantity data for the project, and an interactive self-guided walking tour of the McVicar Creek. We are continuing the project in 2022.

The overall project goal of GSI MAP is to build a community-led early warning program with real-time monitoring of water levels and a volunteer rain gauge network, and to assess the effectiveness of green stormwater infrastructure facilities (also known as LID's) to reduce flooding and pollution within the McVicar Creek watershed.