



November LRCA Board Meeting

Lakehead Region Conservation Authority
130 Conservation Road/Microsoft Teams
Nov 23, 2022 4:30 PM - 6:00 PM EST

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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 Lakehead Watershed."

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 Ninth Regular Meeting held on October 26, 2022 be adopted as published.

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5. IN-CAMERA AGENDA

No In-Camera Meeting will be held.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1. OMERS By-Law.....10

THAT : the Members of the Lakehead Region Conservation Authority authorize the passing of By-Law No. 3/2022: OMERS By-Law. THAT : the CAO and Finance Manager are authorized to take all action and execute all such documents, certificates and agreements, as they may consider necessary to give effect to the provisions of By-Law No. 3: OMERS By-Law.

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None.

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| <p>THAT : Staff Report CORP-14-2022: Bill 23, More Homes Built Faster Act be received. THAT : staff comments on the various Environmental Registry of Ontario postings related to Bill 23 as presented at the November 23, 2022 Board Meeting are endorsed AND FURTHER THAT the CAO is directed to post the comments on the Environmental Registry of Ontario.</p> | |
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| <p>None.</p> | |
| 13. NEW BUSINESS | |
| 14. NEXT MEETING | |
| <p>The next meeting date, which will be the annual meeting/election, will be discussed at the meeting due to known conflicts with scheduled budget meetings of City of Thunder Bay Members.</p> | |
| 15. ADJOURNMENT | |
| <p>THAT: the time being _____ p.m. AND FURTHER THAT there being no further business we adjourn.</p> | |



October LRCA Board Meeting Minutes
October 26, 2022 at 4:30 PM
130 Conservation Road/Microsoft Teams

Members Present:

Grant Arnold, Donna Blunt, Joel Brown, Rudy Buitenhuis, Erwin Butikofer, Umed Panu

Members Present (Remote):

Andrea Goold, Jim Vezina, Allan Vis

Also Present:

Tammy Cook, Chief Administrative Officer

Mark Ambrose, Finance Manager

Gail Willis, Watershed Manager

Ryne Gilliam, Lands Manager

Roman Augustyn, Information Systems Coordinator

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

Members Absent:

Andrew Foulds, Trevor Giertuga

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: #108/22

Motion moved by Grant Arnold and motion seconded by Joel Brown. **CARRIED.**

3. DISCLOSURE OF INTEREST

None.

4. MINUTES OF PREVIOUS MEETING

***THAT:** the Minutes of the Lakehead Region Conservation Authority Eighth Regular Meeting held on September 28, 2022 be adopted as published.*

Motion: #109/22

Motion moved by Rudy Buitenhuis and motion seconded by Erwin Butikofer. **CARRIED.**

5. IN-CAMERA AGENDA

No In-Camera meeting was held.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

7.1. Lakehead Conservation Foundation Membership Request

***THAT:** Sabrina Kovacevic be appointed to the Lakehead Conservation Foundation.*

Motion: #110/22

Motion moved by Jim Vezina and motion seconded by Allan Vis. **CARRIED.**

7.2. Source Water Protection Committee Chair

It was noted that The Ministry of Environment, Conservation and Parks advised that Lucy Kloosterhuis was reappointed as Chair of the Source Protection Committee.

8. STAFF REPORTS

8.1. Conversion of Mills Block and Wishart Forest Management Properties to Conservation Areas

Members reviewed and discussed Staff Report CONAREA-06-2022 related to the conversion of Mills Block and Wishart Forest Management Properties to Conservation Areas.

***THAT:** Staff Report CONAREA-06-2022 be received **AND FURTHER THAT** Mills Block Forest and Wishart Forest be renamed as Conservation Areas.*

Motion: #111/22

Motion moved by Joel Brown and motion seconded by Umed Panu. **CARRIED.**

8.2. Hazelwood Lake and Mission Island Marsh – Bacteriological Water Quality and Cyanobacteria Monitoring Report – 2022

Members reviewed and discussed Staff Report WM-01-2022 related to the 2022 Bacteriological Water Quality and Cyanobacteria Monitoring Report.

THAT: *the Staff Report WM-01-2022 be received AND FURTHER THAT the recommendations contained therein are endorsed.*

- *Funds and personnel permitting, bacteriological water quality and cyanobacteria monitoring at Hazelwood Lake and Mission Island Marsh should be continued in the summer of 2023.*
- *Further testing of field parameters should be continued in succeeding years to determine normal ranges and trends for both Hazelwood Lake and Mission Island Marsh Conservation Areas.*

Motion: #112/22

Motion moved by Andrea Goold and motion seconded by Grant Arnold. **CARRIED.**

8.3. Traffic Counter Report

Members reviewed and discussed Staff Report CONAREA-04-2022 related to the 2021 Traffic Counter Report.

THAT: *the Staff Report CONAREA-04-2022 be received AND FURTHER THAT the recommendations contained therein be endorsed.*

- *Personnel and funding permitting, continue the annual vehicle counts at the Conservation Areas,*
- *Continue developing the marketing strategy with a focus on increasing yearly payment revenue for all Conservation Areas, and creating public awareness of LRCA owned Conservation Areas and associated costs,*
- *Continue to promote the sale of Explore Card Parking Passes, and*
- *Develop a strategy to track usage of Explorer Card users.*

Motion: #113/22

Motion moved by Joel Brown and motion seconded by Rudy Buitenhuis. **CARRIED.**

8.4. Snowplow Policy

Members reviewed and discussed General Policy GEN-02-2022: Snowplowing Policy.

***THAT:** General Policy GEN-20- 2022: Snowplowing Policy be approved.*

Motion: #114/22

Motion moved by Erwin Butikofer and motion seconded by Jim Vezina. **CARRIED.**

9. CHIEF ADMINISTRATIVE OFFICER'S REPORT

9.1. Monthly Treasurer's Report

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

9.2. Reserve Policy Update

Members reviewed and discussed Finance Policy FIN-04-2022: Reserve Policy, Version 2.0.

***THAT:** Finance Policy FIN-04-2022: Reserve Policy, Version 2.0 be adopted as outlined in Staff Report POLICY-FIN-04-2022.*

Motion: #115/22

Motion moved by Allan Vis and motion seconded by Grant Arnold. **CARRIED.**

9.3. Fee Policy Update

Members reviewed and discussed Finance Policy FIN-08: Fee Policy and the 2023 Fee Schedule.

***THAT:** Finance Policy FIN-08: Fee Policy be amended as outlined in Staff Report POLICY-FIN-08-2022.*

Motion: #116/22

Motion moved by Umed Panu and motion seconded by Andrea Goold. **CARRIED.**

***THAT:** the 2023 Fee Schedule be adopted.*

Motion: #117/22

Motion moved by Grant Arnold and motion seconded by Joel Brown. **CARRIED.**

9.4. Fixed Asset Policy

Members reviewed and discussed Finance Policy FIN-11-2022: Fixed Asset Policy.

THAT: Finance Policy FIN-11-2022: Fixed Asset Policy be approved.

Motion: #118/22

Motion moved by Rudy Buitenhuis and motion seconded by Erwin Butikofer. **CARRIED.**

9.5. OMERS By-Law

Members reviewed and discussed Staff Report Policy-By-Law No. 3: OMERS - 2022 and deferred approval pending receiving a third party review of the performance of the OMERS pension.

9.6. Strategic Plan Update 2023-2027

Members reviewed and discussed Staff Report STRAT-02-2022. The CAO presented the draft 2023 – 2027 Strategic Plan.

THAT: Staff Report STRAT-02-2022 be received for discussion.

Motion: #119/22

Motion moved by Andrea Goold and motion seconded by Grant Arnold. **CARRIED.**

10. PASSING OF ACCOUNTS

THAT: having examined the accounts for the period September 1, 2022 to September 30, 2022 cheque #2683 to #2701 for \$37,415.60 and preauthorized payments of \$152,868.79 for a total of \$190,284.39, we approve their payment.

Motion: #120/22

Motion moved by Joel Brown and motion seconded by Rudy Buitenhuis. **CARRIED.**

11. REGULATORY ROLE

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

12. PROJECTS UPDATE

12.1. Communications Manager Projects Update

Members were advised that the LRCA was successful in securing \$17,000.00 in funding from the TD Friends of the Environment Fund for the proposed “Two-Eyed Seeing Watershed Explorers Program.”

12.2. Lands Manager Projects Update

None.

12.3. Watershed Manager Projects Update

It was noted that the 2022 Structure Inspections for Neebing-McIntyre Floodway Diversion Structure, Hazelwood Lake Dam, Hazelwood Lake Causeway, Neebing River Weir and the Mission Island Marsh Boardwalk were completed.

It was noted that all dredged sediment from the Floodway's CPR Sediment Trap was successfully removed and placed on-site on LRCA owned lands adjacent to the Floodway.

13. NEW BUSINESS

Tammy Cook, CAO, gave a brief overview of Bill 23, *More Homes Built Faster Act, 2022* which proposes many changes to various acts including the *Conservation Authorities Act*. It is anticipated that the changes will negatively impact Conservation Authorities.

14. NEXT MEETING

By consensus of the Board, the next meeting will be held on November 23, 2022 at 4:30 p.m.

15. ADJOURNMENT

THAT: the time being 5:25 p.m. AND FURTHER THAT there being no further business we adjourn.

Motion: #121/22

Motion moved by Erwin Butikofer and motion seconded by Jim Vezina. **CARRIED.**

Chair

Chief Administrative Officer



| | | | |
|----------------------|---------------------------|-------------------|--|
| PROGRAM AREA | POLICY | REPORT NO. | POLICY-By-Law No. 3: OMERS – 2022, Version 2 |
| DATE PREPARED | November 16, 2022 | FILE NO. | |
| MEETING DATE | November 23, 2022 | | |
| SUBJECT | OMERS Pension Plan By-Law | | |

RECOMMENDATION

Suggested Resolution

“THAT: the Members of the Lakehead Region Conservation Authority authorize the passing of By-Law No. 3/2022: OMERS By-Law.”

“THAT: the CAO and Finance Manager are authorized to take all action and execute all such documents, certificates and agreements, as they may consider necessary to give effect to the provisions of By-Law No. 3: OMERS By-Law.”

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

Staff recommend joining the OMERS Pension Plan as a proactive measure to retain existing employees and be attractive to future employees. In order to ensure that LRCA's reputation as a desirable employer remains valid in the current competitive employee focused job market, an adequate compensation package is required.

It has been confirmed that the LRCA is eligible to join OMERS as a traditional employer. The LRCA participated in OMERS historically but was moved out of the plan by previous management. Many other Conservation Authorities participate in OMERS. Currently, the Authority is enrolled in a group RRSP plan with RBC that requires full time permanent employees to contribute 6.5% of their gross salary to the plan, with contributions matched by the Authority. OMERS contributions from the employee and employer are 9% up to the CPP maximum pensionable earnings contribution limit (\$67,500), then 14.6% over the limit. The approximate additional annual cost to move to the OMERS plan is \$45,000, with approximately \$6,000 funded from non-levy sources.

At the October 26, 2022 Board Meeting, approval of the by-law was deferred pending a third party review of OMERS overall performance. Staff engaged mls Financial Services to review the performance of OMERS to other pensions and provide a recommendation. Overall it was OMERS was relatively comparable to other plans, with OMERS having a 7.5% 5-year return/8.0% 10-year return, with similar plans ranging from 8.4-11.7% 5-year returns/8.9-11.1% 10-year returns, with the TSX Composite Index 7.72% 5-year/8.28% 10-year. It was the opinion of mls that the diversity of the fund is sound and they were comfortable with the investment management of the OMERS plan. They stated that OMERS had over 60 years of providing pensions in Canada and had a good track record doing it.

Subsequent to the mls report, it has been confirmed with OMERS that the Authority is only liable for the employer contributions it is required to pay each pay period. This means that no unfunded liability is expected to be funded in the future by the Authority. It is also noted that to fund the OMERS plan, the contribution percentage paid by the employer may increase from time to time as required to fund the pension plan.

Staff recommend approving the Draft By-Law to initiate enrollment in OMERS.

DISCUSSION

As a Conservation Authority, it has been confirmed that the LRCA is eligible to participate in the OMERS Pension Plan as a traditional employer. Currently, the LRCA as part of the compensation package to full-time employees, provides a group RRSP plan through RBC, where full time permanent employees contribute 6.5% of their gross salary to the plan with a matching 6.5% from the Authority. The Authority was historically enrolled in the OMERS pension plan, but previous management decided to remove the Authority from the plan (actual dates unknown at this time). OMERS would provide a defined pension, as opposed to an RRSP, which is subject to market conditions and mismanagement, resulting in potential in-adequate retirement funds for employees.

Staff began researching OMERS as part of the overall objective to retain existing employees and be attractive to future employees. In order to ensure that LRCA's reputation as a desirable employer remains valid in the current competitive employee focused job market an adequate compensation package is required.

To begin participating in OMERS, the Board of Directors is required to pass a by-law or resolution to set an effective date and enrolment coverage. As required a Draft By-Law is attached, which has been reviewed by the Authority's Solicitor. Details included in the By-Law include:

- Effective date
- Mandatory enrollment for future employees
- Existing employees can choose
 - Join OMERS and purchase previous years eligible years of service (i.e., move RRSP, other pension funds, etc. into plan). OMERS would review options individually with each employee.
 - Join OMERS and not purchase previous years of service but join on effective date.

- Waive enrolment in OMERS and continue with RRSP program (may be desirable for existing employees nearing retirement).
- Beginning in January 2023, all employees must be offered the opportunity to join the OMERS plan, this includes contract, seasonal and students.

At the October 26, 2022 Board Meeting, approval of the by-law was deferred pending a third party review of OMERS overall performance. Staff engaged mls Financial Services to review the performance of OMERS to other pensions and provide a recommendation, see Attachment #2. Below is the performance of OMERS and other pensions as well as the TSX over the past ten and five years.

| | |
|-------------------------|---|
| • OMERS | 10-year return = 8% 5-year return = 7.5% |
| • TSX Composite Index | 10-year return = 8.28% 5-year return = 7.72% |
| • Teachers Pension Plan | 10-year return = 9.3% 5-year return = 8.4% |
| • Public Service EE OO | 10-year return = 9.3% 5-year return = 9.7% |
| • OPTrust | 10-year return = 8.9% 5-year return = 9.0% |
| • CAAT Pension Plan | 10-year return = 11.1% 5-year return = 11.7% |

In mls' report it was noted that "One has to be careful when comparing rates of return in a Defined Benefit (DB) Pension Plan as the rate of return has to be enough to cover liabilities. The rate of return is also based on asset mix and risk adversity. An organization who has a DB plan has to provide for all of the pension payments into the future and needs to guarantee them. The larger the assets, the larger the liabilities and they have to ensure they are balancing risk and performance to guarantee they have enough money to pay out their pensions.

Plans with fewer assets tend to take higher risks to improve their return and thereby cover liabilities. For instance, the CAAT Pension Plan is the College of Applied Arts and Technology Pension Plan, and it was established in 1967 and was administered by OMERS until 1995. It then began to administer the plan themselves and they have been managing their own plan since then. Keep in mind that DB pension plans are falling out of favour in Canada's private sector and many of the private sector DB plans are being phased out and replaced with Defined Contribution plans. The reason being that Defined Contribution plans cannot have an unfunded liability. They

are accumulation plans, much like your Group RRSP program, and they accumulate a lump sum of money that you use to purchase an annuity at retirement to provide you with a pension.

Defined Benefit plans define a pension based on years of service and your best average of income over 3 or 5 years and then they pay you that pension.”

mls has confirmed with OMERS that the Authority is only liable for the employer contributions it is required to pay each pay period. This means that no un-funded liability is expected to be funded by the Authority. It is also noted, that to fund the OMERS plan, the contribution percentage paid by the employer may increase as required to fund the pension plan.

FINANCIAL IMPLICATIONS

The financial impact of moving from the RRSP group plan to OMERS would be approximately \$45,000 per year in excess of the current employer contribution in the RRSP group plan, assuming all eligible employees join OMERS. It is noted that approximately \$6,000 will be funded by non-levy funds from other funding sources (i.e., Stewardship and Education programs). The increase is due to the OMERS plan contribution of 9% compared to 6.5% in our current RRSP group plan up to the CPP maximum insurable earnings (\$67,500) and then a 14.6% contribution for employee earnings above the CPP maximum pensionable earnings as well as the plan being offered to contract staff, which were previously not offered the current RRSP.

The additional cost associated with the move to OMERS has been incorporated into the 2023 Draft Budget, which will accommodate the January 1, 2023, enrollment date, maintaining the 2.35% previously presented levy-all increase. Future budgets will account for the OMERS increase each year. Staff contend that to retain and hire competent employees, a pension plan such as OMERS would increase the chances of hiring and retaining employees. Current full time permanent employees will have the option of enrolling in the OMERS pension plan or staying with the current RRSP group plan. All future full time permanent employees will be required to join OMERS and all contract staff, seasonal and students must be offered the option to join.

It has been confirmed with OMERS that the Authority is only liable for the employer contributions it is required to pay each pay period. This means that no un-funded liability is expected to be funded by the Authority in the future. It is also noted, that to fund the OMERS plan, the contribution percentage paid by the employer may increase as required to fund the pension plan.

CONCLUSION

It was the opinion of mls that the diversity of the OMERS fund is sound and they were comfortable with the investment management of the OMERS plan. They stated that OMERS had over 60 years of providing pensions in Canada and had a good track record doing it.

Staff recommend joining the OMERS Pension Plan as a proactive measure to ensure that the Authority remains a competitive attractive employer.

BACKGROUND

The Authority is currently enrolled in a group RRSP plan with RBC that requires full time permanent employees to contribute 6.5% of their gross salary to the plan with a matching 6.5% from the Authority. Contract staff were previously not offered enrollment in the RRSP plan. The Authority was once enrolled in the OMERS pension plan, but previous management decided to remove the Authority from the plan.

REFERENCE MATERIAL ATTACHED

Attachment #1 - Draft By-Law No. 3: OMERS By-Law

Attachment #2 - mls Financial Services OMERS report

PREPARED BY:

Mark Ambrose, Finance Manager

Tammy Cook, CAO

| | |
|--|----------------------------|
| THIS REPORT SIGNED AND VERIFIED BY: <i>Tammy Cook</i> Tammy Cook Chief Administrative Officer | DATE: November 17, 2022 |
|--|----------------------------|



| | | | |
|-------------------|---------------------------------|-----------------------|-------------------|
| Section: | By-Laws | | |
| Title: | By-Law No. 3/2022: OMERS By-law | | |
| Resolution | ##/22 | Approval Date: | November 23, 2022 |
| Revisions | | | |

A By-Law to authorize participation in the OMERS Primary Pension Plan ("Primary Plan"), and the Retirement Compensation Arrangement for the OMERS Primary Pension Plan ("RCA"), each as amended from time to time, by the employees of the Lakehead Region Conservation Authority ("Employer") identified herein.

WHEREAS, the Employer is eligible to participate in the Primary Plan and the RCA in accordance with subsection 5(1) of the *Ontario Municipal Employees Retirement System Act, 2006*, as amended from time to time ("OMERS Act, 2006") in respect of its eligible employees and wishes to do so in accordance with the applicable Primary Plan and RCA documents and applicable legislation;

AND WHEREAS pursuant to subsection 6(1) of the Primary Plan, an employer who is eligible under the *OMERS Act, 2006* to participate in the Primary Plan and the RCA may, by by-law or resolution, participate in the Primary Plan and the RCA and pay to the funds for the Primary Plan and the RCA the total of the employer and member contributions required by the Primary Plan, and has all of the powers necessary and incidental thereto;

THEREFORE, the Board of Directors enacts as follows:

INTERPRETATION

1. Definitions

In this By-law:

"AC" means the OMERS Administration Corporation;

"Effective Date" means January 1, 2023.

PARTICIPATION IN PLAN

2. Eligible Employees

The Employer, to the extent and upon the terms and conditions hereinafter provided, shall participate in the Primary Plan and the RCA in respect of each person who is employed by the Employer and who is eligible to be a member of the Primary Plan and the RCA under subsection 5(3) of the *OMERS Act, 2006* ("Employee") as of the Effective Date in accordance with the terms of the Primary Plan, RCA, and applicable legislation, each as amended from time to time.

3. Current Continuous Full Time Employees

An Employee who is employed on a continuous full-time basis ("CFT Employee"), as defined in subsection 9(1) of the Primary Plan, as amended from time to time, and who commenced employment with the Employer before the Effective Date is entitled to become a member of the Primary Plan and the RCA on the first day of the month following the month in which the CFT Employee's application is received by the AC, provided that the AC may, at the request of the Employer, fix an earlier date on which the CFT Employee becomes a member but not before the date on which the CFT Employee became entitled to be a member or the first day of January in the year in which the application is received by the AC, whichever is the later date.

4. Future Continuous Full Time Employees

Every person who becomes a CFT Employee on or after the Effective Date shall, as a condition of employment, become a member of the Primary Plan and the RCA, or if such person is already a member, resume contributions to the Primary Plan and the RCA on the date so employed.

5. Membership – Other Than Continuous Full Time Employees

An Employee who is employed on other than a continuous full-time basis ("OTCFT Employee") and meets the eligibility criteria in subsection 9(6) of the Primary Plan, as amended from time to time, is entitled to become a member of the Primary Plan and the RCA in accordance with the terms of the Primary Plan, as amended from time to time.

GENERAL

6. Administration of By-law

The Employer shall, by Resolution from time to time, designate and authorize one or more officers or employees of the Employer who are considered senior management officials to take all action and execute all such documents, certificates, and agreements, as they may consider necessary to give effect to the provisions of this By-Law and to fulfill the Employer's duties and obligations with respect to the Primary Plan and the RCA. The Employer further authorizes the Chief Administrative Officer to submit forthwith a certified copy of this By-Law to the AC.

7. Short Title

This By-law shall be known as the "OMERS By-law".

8. Date of Passage

This By-law is finally passed and comes into force on the 23rd day of November 2022.

READ A FIRST, SECOND, AND THIRD TIME AND PASSED THIS 23rd day of November 2022.

Donna Blunt, Chair

Tammy Cook, Chief Administrative Officer



Nov 10, 2022

OMERS PENSION PLAN INVESTMENT PERFORMANCE

We at mls Financial Services were tasked with reviewing the pension performance and offering opinion on participation by LRCA in the OMERS pension program.

Created in 1962, OMERS is a defined benefit pension plan that serves over 1000 employers and in excess of 500,000 employees in Ontario. It has \$120B in assets under administration.

Assets are diversified by asset type and geography:

Asset Type

- Public Equity 25%
- Private Equity 17%
- Bonds 8%
- Credit 20%
- Infrastructure 20%
- Real Estate 17%
- Cash & Funding - 7%

Geography

- United States 44%
- Canada` 28%
- Asia Pacific 11%
- Europe (excl UK) 9%
- United Kingdom 6%
- Rest of World 2%

The 10-year return on the investments as of Dec 31, 2021 is 8.0%

The 5-year return on the investments as of Dec 31, 2021 is 7.5%

The diversity is sound, with a position in bonds that may be a little light, however bonds have not been doing well in the past few years. We would

We were asked to compare this to the markets and as we reviewed we found the following:

- TSX Composite index 10-year return = 8.28%
5-year return = 7.72%
- Teachers Pension Plan (\$242B assets) 10-year return = 9.3%
5-year return = 8.4%
- Public Service EE PP (\$39B assets) 10-year return = 9.3%
5-year return = 9.7%
- OPTrust (\$25B assets) 10-year return = 8.9%
5-year return = 9.0%
- CAAT Pension Plan (18.2B assets) 10-year return = 11.1%
5-year return = 11.7%

One has to be careful when comparing rates of return in a Defined Benefit (DB) Pension Plan as the rate of return has to be enough to cover liabilities. The rate of return is also based on asset mix and risk adversity. An organization who has a DB plan has to provide for all of the pension payments into the future and needs to guarantee them. The larger the assets, the larger the liabilities and they have to ensure they are balancing risk and performance to guarantee they have enough money to pay out their pensions.

Plans with fewer assets tend to take higher risks to improve their return and thereby cover their liabilities. For instance the CAAT Pension Plan is the College of Applied Arts and Technology Pension Plan and it was established in 1967 and was administered by OMERS until 1995. It then began to administer the plan themselves and they have been managing their own plan since then.



Keep in mind that DB pension plans are falling out of favour in Canada's private sector and many of the private sector DB plans are being phased out and replaced with Defined Contribution plans. The reason being that Defined Contribution plans cannot have an unfunded liability. They are accumulation plans, much like your Group RRSP program, and they accumulate a lump sum of money that you use to purchase an annuity at retirement to provide you with a pension.

Defined Benefit plans define a pension based on years of service and your best average of income over 3 or 5 years and then they pay you that pension.

Assessment of the rates of return. We would be comfortable with the investment management of the OMERS plan even though it is at the bottom end of the "return scale". They have been providing pensions in Canada for 60 years and have a good track record doing it. Their investment policy has less risk than some of the other "market players" and still provides the pensions that it's members are entitled to.

Points of Discussion

- Omers announced in June 2020 that "guaranteed indexing" will be phased out of the plan for all service beginning Jan 1, 2023. So LRCA's plan would begin that day and all contributions by LRCA and your employees going forward will fall under what OMERS calls "Shared Risk Indexing". This means that indexing is not guaranteed, it may be added in a year or it may be eliminated for a year. It appears that this will be decided in October of each year, when the OMERS board decides what the guaranteed indexing rate will be for all contributions made to the plan prior to Jan 1, 2023.
- We asked OMERS if LRCA could be responsible for any unfunded liability going forward if one was presented. We continue to wait for a response to this question.

We are more than happy to discuss with you or answer any questions.



| | | | |
|----------------------|---|-------------------|---------------|
| PROGRAM AREA | Strategic Plan | REPORT NO. | STRAT-03-2022 |
| DATE PREPARED | November 1, 2022 | FILE NO. | 50-4-2 |
| MEETING DATE | November 23, 2022 | | |
| SUBJECT | Final Version Lakehead Region Conservation Authority Five Year Strategic Plan 2023-2027 | | |

RECOMMENDATION

“THAT: Staff Report STRAT-03-2022 be received **AND FURTHER THAT** the Lakehead Region Conservation Authority Five Year Strategic Plan 2023 – 2027 be adopted.”

LINK TO STRATEGIC PLAN

All sections.

EXECUTIVE SUMMARY

The Lakehead Region Conservation Authority Five Year Strategic Plan 2023-2027 has been completed and was provided to the Board for comment at the October 26, 2022 Board Meeting. The final version of the Plan is provided here for approval.

Staff completed the plan internally utilizing the framework and existing pillars of the original 2018-2022 Strategic Plan, which had previously been prepared by Arbora Consulting. Staff do not consider that a full public process is required for the next five-year Strategic Plan, as the existing framework of the first plan remains relevant; therefore, internally updating the initiatives is considered adequate.

The draft 2023-2027 Plan is being presented to the Board for comment. The final version will be presented to the Board at the November 30, 2022 Board Meeting for approval and adoption.

Upon adoption by the Board, approximately 500 copies of the document will be professionally printed for distribution to applicable stakeholders as well as at public events. Additionally, it will be released online in digital PDF format via the LRCA website, social media channels, E-newsletter and via press release. Staff will then prepare a new action item tracking list for internal use based on the four priorities established in the Strategic Plan. Staff reports to the Board, as well as the Annual Report and budget documents, will be modified to reflect the Strategic Plan priorities so that the Board and staff can use the Plan to guide priorities and decisions, while gauging the LRCA's progress and adherence to the Strategic Plan.

DISCUSSION

The final version of the LRCA Five-Year Strategic Plan 2023 – 2027 has been completed and

provided to the Board for approval. No comments were received from the Board on the Draft Plan.

Comments from the October 26, 2022 Board Meeting regarding the Area of Jurisdiction Map on the last page have been taken into consideration, and adjustments to the image have been made. Note that the previous version of the simplified Area of Jurisdiction map had been used on the previous Strategic Plan as well as all LRCA Annual Reports from 2017 until present. The previous version was intended as an Area of Jurisdiction map only, as older versions which included the Conservation Areas appeared cluttered and illegible.

The LRCA made great progress under the 2018-2022 Plan; however, there are still some action items that remain outstanding. The four pillars of the previous Plan are still relevant and have remained the same for the 2023-2027 Plan. Staff have developed the 2023-2027 Plan internally, which includes new initiatives under the existing pillars along with some from the first Plan that are carried over. Staff do not consider that a full public process is required for the next five-year Strategic Plan, as the existing framework of the first plan remains relevant; therefore, internally updating the initiatives is considered adequate.

The 2023-2027 Plan will be distributed digitally (website, e-newsletter, social media), as well as via a press release; additionally, approximately 500 physical copies will be professionally printed for distribution to relevant stakeholders, for office/staff use, and for distribution at relevant public events.

FINANCIAL IMPLICATIONS

The cost to print 500 copies of the document will be dependent on the availability and cost of paper in January 2023; currently there is a worldwide paper shortage and costs for professional printing have doubled. As such, an accurate estimate is not feasible at this time.

CONCLUSION

The Lakehead Region Conservation Authority Five-Year Strategic Plan 2023 – 2027 is now available for Board members to review and provide comments to staff. The final document will be provided to the Board for approval and adoption at the November 30, 2022 Board Meeting. An internal update for the next five years is considered to be appropriate as the initial plan remains relevant and continues to provide a solid framework to work under.

BACKGROUND

The LRCA undertook an extensive strategic planning process led by Arbora Consulting Services throughout 2017. During this process, several stakeholder sessions, public sessions, Board sessions and staff sessions were held to determine areas in which the LRCA should focus during the next 5 years. After this process was completed, the LRCA's first ever Strategic Plan was approved and adopted by the Board on November 29, 2017 (Res #129/17). Four pillars were created as part of this process, encompassing the four main program areas of focus for the Authority for 2018-2022. Under each pillar, several initiatives were developed, which have served as the primary guideposts for the LRCA during the last five years. Under each initiative, various action items were explored and completed, constituting the majority of the work carried out by


staff over the course of the last five years. The Board has received annual updates on the various action items and their completion under the Strategic Plan. The final 2018-2022 Strategic Plan Action Items update will occur in January 2023 for 2022, the final year of the current five-year Strategic Plan. The LRCA also created its Vision and Mission statements in 2017 during the strategic planning process.

REFERENCE MATERIAL ATTACHED

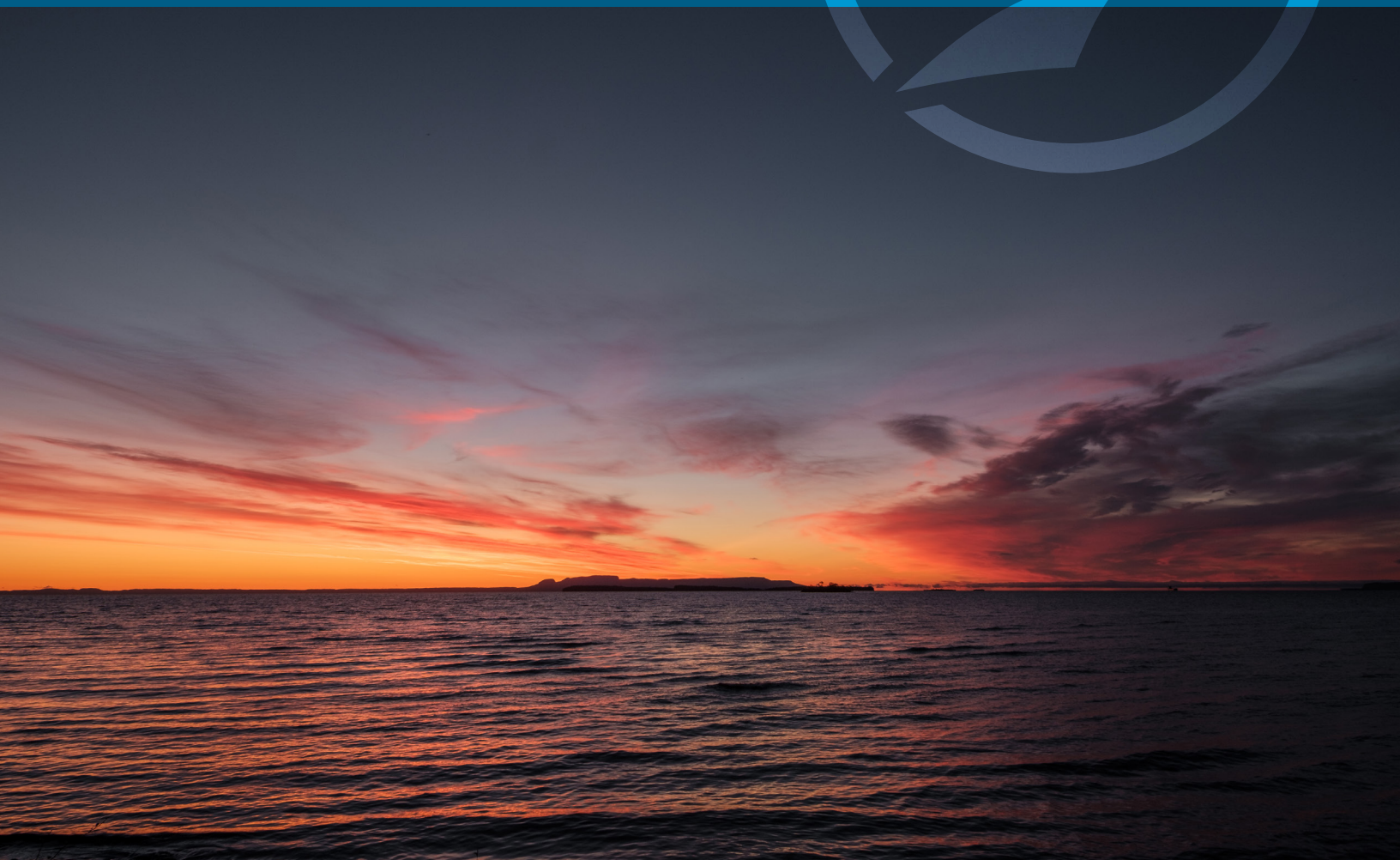
- Final Version of the Lakehead Region Conservation Authority Five-Year Strategic Plan 2023 – 2027.

PREPARED BY:

Ryan Mackett, Communications Manager

| | |
|--|--------------------------------|
| THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer | DATE: November 16, 2022 |
|--|--------------------------------|

LAKEHEAD REGION CONSERVATION AUTHORITY
FIVE-YEAR STRATEGIC PLAN
2023 – 2027



LAKEHEAD REGION
CONSERVATION AUTHORITY

*Conserve Today...
for a Better Tomorrow*



LAKEHEAD REGION CONSERVATION AUTHORITY

The Lakehead Region Conservation Authority (LRCA) is a community-based environmental non-profit agency that provides for the organization and delivery of programs and services that further the conservation, restoration, development, and management of natural resources within the Lakehead Watershed. The LRCA was formed in 1963 by the expansion of the Neebing Valley Conservation Authority, which was constituted in 1954.

As legislated, the LRCA provides mandatory programs that manage the risk of natural hazards, manage lands owned by the Authority, protect sources of municipal drinking water and monitor groundwater and surface water; administers programs at the request of a municipality; and provides programs that the LRCA considers to be beneficial to the watershed, such as stewardship and educational programming. Using the initiatives set out in the Strategic Plan, the LRCA looks forward to working with our partners and the community to achieve our Vision and Mission.

VISION

A healthy, safe and sustainable Lakehead Watershed for future generations.

MISSION

To lead the conservation and protection of the Lakehead Watershed.

FOUR PRIORITIES OF THE FIVE-YEAR STRATEGIC PLAN

| | | | |
|--|---|--|--|
|  <p>CONSERVE & SUSTAIN</p> |  <p>PROTECT & SUPPORT</p> |  <p>CONNECT & EXPLORE</p> |  <p>GOVERN & ENHANCE</p> |
| <p>Enhance the management and sustainability of natural habitats and ecosystems through an integrated approach.</p> | <p>Safeguard people, property and communities through robust watershed management.</p> | <p>Maximize intergenerational educational, engagement, and recreational opportunities through strong collaborations.</p> | <p>Distinguish the organization as a leader in environmentally-sustainable practices and responsible stewardship.</p> |



MESSAGE FROM SENIOR LEADERSHIP

As we embark on the next five-year Strategic Plan and reflect on the accomplishments under the Authority's first ever Strategic Plan, it is clear that the Authority continues to be committed to working towards our Vision and Mission. The past five years of work laid a solid foundation for the next five years. We have accomplished a lot within the first five years, but there is much more to do as we continue to face challenges to the natural environment and challenges to our political environment, with recent changes to the *Conservation Authorities Act* and related regulations.

The 2023-2027 Strategic Plan continues the initial priorities with updated initiatives that will shape the Authority's direction over the next five years. This trail map provides a focus on the continual protection of natural hazards, natural heritage and ecosystems, in partnership with the community and organizations. It also focuses on continuing to foster the public's connection to the land through opportunities to experience nature, while committing to sustainable management and reinvestment in our lands.

The Authority continues to remain committed to accountable and transparent governance, along with maintaining a stable financial model, that maximizes continually seeking additional funding, to lessen the financial burden on our member municipalities. Additionally, a strong commitment to the well being of staff, will result in the Authority positioning the organization as an employer of choice.

As we move forward over the next five years, we will strive to continue to provide programming that makes a positive impact in the watershed, both on the land and water, and on the people we serve.

Donna Blunt
Chair, Board of Directors

Tammy Cook
Chief Administrative Officer

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 First Nations communities, the Métis Nation of Ontario, and other Indigenous peoples, the LRCA is committed to the common vision of a healthy, safe and sustainable Lakehead Watershed.



CONSERVE & SUSTAIN

Enhance the management and sustainability of natural habitats and ecosystems through an integrated approach.

INITIATIVES

- Engage stakeholders, the environmental community, and our watershed residents in a collective effort to protect, restore, and enhance our local environment through stewardship programs, strategies, and best management and sustainable practices.
- Manage land holdings through systemic evaluations, inventories, and strategies.
- Collaborate and partner with agencies and community organizations to take action in the protection of natural habitats and ecosystems, share decision-making, and address emerging issues that impact the health and sustainability of the Lakehead watershed.
- Increase the availability of data and knowledge to our partners and the public.

8 Member
Municipalities

+2,700 km²
Area of Jurisdiction

+151,000
Trees planted through
the Private Landowners
Tree Seedling
Assistance Program



PROTECT & SUPPORT

Safeguard people, property and communities through robust watershed management.

INITIATIVES

- Increase capacity to issue relevant and timely flood messaging by utilizing technology and best practices to enhance the flood-readiness of our partners.
- Create and update policies, guidance documents and technical data to streamline the LRCA approvals process that provides transparency of process and rules of service.
- Continue maintaining and enhancing flood control infrastructure in an effort to minimize the impacts of riverine flooding, erosion, and sedimentation.
- Prioritize and promote the protection and management of natural hazards, wetlands and natural heritage features within the LRCA Area of Jurisdiction.
- Promote and implement programs to alleviate the impacts of climate change, habitat degradation, and threats to biodiversity.
- Align watershed decision-making with stakeholders both within and outside of the jurisdiction.

9 Streamflow
Gauges

11 Precipitation
Gauges

3 Snow
Survey Sites

Riverine flood
protection provided
by Neebing-McIntyre
Floodway to the lower
Neebing River and
Intercity Areas



CONNECT & EXPLORE

Maximize intergenerational educational, engagement, and recreational opportunities through strong collaborations.

INITIATIVES

- Provide spaces, opportunities and experiences that focus on physical and mental well-being through a connection to the land.
- Engage diverse stakeholders through effective communications, outreach, and education initiatives.
- Grow partnerships, collaborations and relationships with new and existing partners who share the LRCA's Vision and Mission.
- Manage and enhance recreational areas for current and future generations through robust land management, efficient maintenance programs and reinvestment in the land.

+500,000

visitors to our
Conservation
Areas annually

10

Conservation
Areas in the
Lakehead Region

+2,500

hectares of
land, including
Conservation
Areas, Forest
Management
Properties,
floodplain
lands, nature
reserves and
undeveloped
holdings



GOVERN & ENHANCE

Distinguish the organization as a leader in environmentally-sustainable practices and responsible stewardship.

INITIATIVES

- Continue to commit to accountable and transparent organizational governance.
- Find and implement efficiencies and streamline processes across all program areas.
- Maintain a stable model of financial resiliency based on capacity, capabilities, and public expectations by maximizing new funding opportunities, fundraising and self-generated revenue.
- Build upon and nurture a healthy, diverse, and positive workplace through a dynamic culture of learning, safety, inclusion, and mental well-being.
- Continue to work with Indigenous partners and community members to incorporate traditional knowledge and practices into programming and organizational decision-making.
- Build organizational capacity to provide new and developing program areas.

1 of 2

Conservation Authorities
on the Lake Superior
shoreline

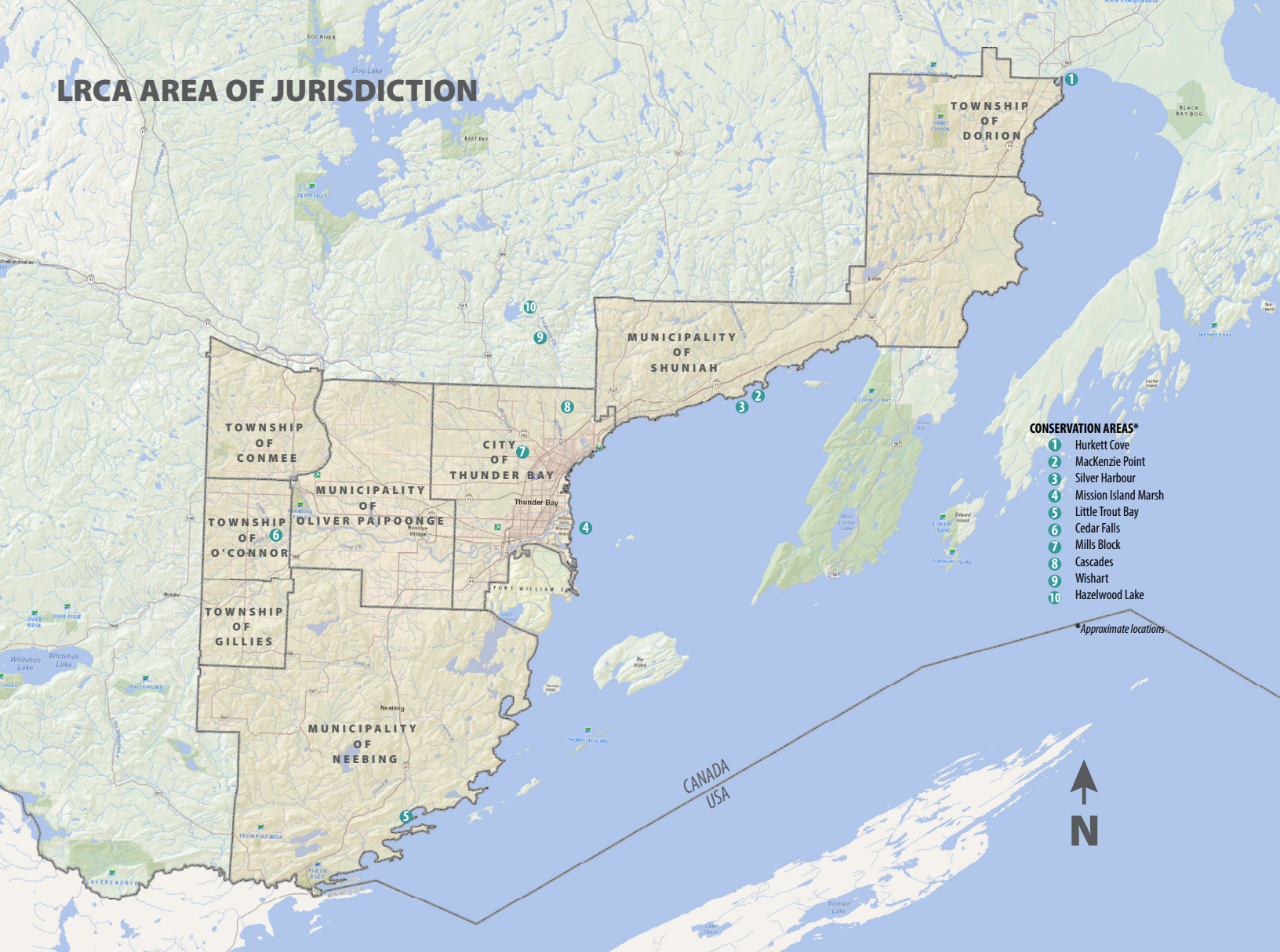
1 of 5

Conservation Authorities
in Northern Ontario

1 of 36

Conservation Authorities
in the Province of Ontario

LRCA AREA OF JURISDICTION



LAKEHEAD REGION CONSERVATION AUTHORITY

130 Conservation Road
PO Box 10427
Thunder Bay, ON P7B 6T8

Phone: (807) 344-5857

Fax: (807) 345-9156

Email: info@lakeheadca.com

www.lakeheadca.com



LAKEHEAD REGION
CONSERVATION AUTHORITY



| | | | |
|----------------------|---|-------------------|-----------------|
| PROGRAM AREA | Conservation Areas | REPORT NO. | CONAREA-05-2022 |
| DATE PREPARED | November 2, 2022 | FILE NO. | 50-15-2 |
| MEETING DATE | November 23, 2022 | | |
| SUBJECT | Conservation Area Payment Recommendations for Board Consideration | | |

RECOMMENDATION

Suggested Resolutions:

“THAT: Staff Report CONAREA-05-2022 be received AND FURTHER THAT the recommendations contained therein are endorsed.”

LINK TO STRATEGIC PLAN (2018-2022)

Conserve & Sustain:

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

Connect & Explore:

- *Emphasize a sense of place through positive and equitable interactive experiences.*
- *Strengthen a shared interest in conservation through collaboration with existing and new partners.*
- *Manage recreational areas for current and future generations.*

Govern & Enhance:

- *Build a resilient financial model based on capacity, capabilities and public expectations.*

EXECUTIVE SUMMARY

This report is being presented to fulfil the direction set in Resolution #98/20 “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”.

Since the 2020 report, staff have undertaken several actions that have resulted in a significant increase in the generation of revenue at Conservation Areas (it is noted that two Forest Management Properties have since that report been renamed as Conservation Areas).

Recommendations from Staff to continue increasing revenue generation include:

- Upgrade pay and display units to accept debit and tap payments;

- Install a pay and display unit at Silver Harbour Conservation Area in 2023 (included in the 2023 Budget);
- Annually review the Traffic Counter Reports and Conservation Area usage to determine the feasibility of installing additional pay and display units;
- Continue to engage in an aggressive education and outreach campaign outlining the parking fee/day use fee and the importance of paying the fee;
- Continue to review and enhance signage as needed;
- Train the Field Operations Lead Hand to undertake enforcement;
- Initiate enforcement under the Section 29 of the *Conservation Authorities Act* for day use at Silver Harbour after the installation of a pay and display;
- Explore other options to undertake enforcement at the Conservation Areas.

DISCUSSION

This report is being presented to fulfil the direction set in Resolution #98/20 “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”.

Completed Actions taken to increase revenue from Conservation Areas:

Several actions have been completed since the 2020 that have significantly increased the generation of revenue associated with usage of Conservation Areas including:

- Parking fee/day use fee increased from \$2.00 to \$5.00 including HST per vehicle, effective January 1, 2021.
- Increased Explore Card fee from \$30.00 to \$40.00 + HST, effective January 1, 2021.
- Installed pay and display Units at Mission Island Marsh and Cascades Conservation Areas (October 2021).
- Installed coin boxes at Mills Block and Wishart Conservation Areas (October 2021).
- Additional coin box installed at Little Trout Bay Conservation Area (October 2021).
- Large 4’ x 4’ \$5 payment signs installed at all Conservation Areas (Summer 2021).
- Regular and consistent paid social media advertising for Explore Cards.
- Regular and consistent social media, e-newsletter, website, and municipal newsletter communications regarding parking fees, Explore Card sales and enforcement.
- Paid advertising in The Walleye magazine.
- Increased enforcement (i.e. issuing parking tickets under the City of Thunder Bay parking by-law at Mission and Cascades).
- Depositing of warning slips and thank you slips on the dashboards of vehicles (see attachment #1 and 2).
- Increased in-person communications with Conservation Area visitors educating about day-use/parking fees, Explore Cards, and enforcement.
- Mandatory parking/day-use fee requirements on all Land Use Request Permits.
- Implementation of wedding fee of \$200.00 +HST for weddings in Conservation Areas.

As a result of the completed actions, a significant increase in revenue has occurred.

Table 1: Summary of Explore Card/Payment Revenue

| Year | Coin Box/Pay and Display Revenue | Explore Card Revenue | Total Revenue | Yearly % Increase | Notes |
|------------------------|----------------------------------|----------------------|---------------|-------------------|--|
| 2020 | \$10,254.00 | \$8,250.00 | \$18,250.00 | | <ul style="list-style-type: none"> • Lock down – March |
| 2021 | \$26,032.00 | \$57,910.00 | \$83,942.00 | 353.6 % | <ul style="list-style-type: none"> • Fee/Explore Card price increase January 1 • Pay and display installed in October • New signage installed (mid year) • Increased messaging |
| 2022 (As of Oct 11) | \$28,690.00 | \$77,400.00 | \$106,090.00 | 26.4 % | <ul style="list-style-type: none"> • Sustained increased messaging • Enforcement initiated (May) |

Future Recommend Actions:

The goal of all options is to increase revenue generation at LRCA-owned Conservation Areas in order to reduce municipal levy required to operate Conservation Areas, as well as to re-invest in the areas and increase capacity.

Payment Options

Add the option of paying by debit with a tap function (currently awaiting hardware from supplier). Currently can only pay at the pay display with coins and Visa/Mastercard.

Install a pay and display unit at Silver Harbour Conservation Area during 2023 (included in 2023 budget). Silver Harbour is the third most visited Conservation Area, after Mission and Cascades (16.2% of all visitors as of 2021), with an estimated 40,000 cars visiting annually. Historically, Silver Harbour is one of the worst areas for complying with payment. The coin box currently at Silver Harbour Conservation Area will be kept in storage and re-deployed at a suitable site, as needed.

Annually review the Traffic Counter Report to determine if pay and display units are warranted in other areas.

Education and Outreach

The aggressive education, public outreach and advertising campaign will continue indefinitely to increase awareness of the parking fee/day use fee and the importance of paying the fee, as well as the option of purchasing an Explore Card.

Education and outreach will continue to be conducted via the means outlined in the previous reports, i.e., boosted social media posts, signage, leaflets, press releases as warranted, online/e-newsletter, etc.

Staff will continually review signage in the area and update as warranted.

Enforcement

Currently enforcement (i.e. parking tickets under the City of Thunder Parking By-Law) has been undertaken by the Lands Manager. Before the end of 2022, the Field Operations Lead Hand will be trained to also undertake this task.

After the installation of a pay and display unit at Silver Harbour, both the Lands Manager and Field Operations Lead Hand, as Provincial Offences Officers, will initial enforcement under the Section 29 of the *Conservation Authorities Act*.

Staff will explore other options to increase the LRCA's capacity for enforcement in the areas (i.e. designate other staff (i.e. Environmental Planner), outside security companies, etc.).

FINANCIAL IMPLICATIONS

Currently the Conservation Areas program, both operating and capital, is funded by self generated revenue (coin box and pay and display revenue and Explore Card revenue), minor donations, as well as municipal levy. By strategically reviewing options and setting out a plan for implementation, a more self-sustainable Conservations Areas program is achievable, which will result in a more financially stable organization overall. Increased self generated revenue will offset reliance on municipal levy, as well as provide funds for potential staff capacity increases to allow for additional maintenance and enforcement staff.

CONCLUSION

The implemented changes to date have proven to be successful in significantly increasing revenue generation at the Conservation Areas. Continued efforts are expected to continue in the generation of increased revenue.

BACKGROUND

On May 27, 2020, the Board passed Resolution #53/20 which stated *“THAT: Administration research other money collection mechanisms including but not limited to electronic fares and report back to the Board within a year.”*


At the October 28, 2020 Board Meeting, the Board received Staff Report CONAREA-02-2020 related to Conservation Areas Visitor Payment Options (per Resolution #89/20). After discussion at the meeting, staff took into consideration direction from the Board and prepared Staff Report CONAREA-03-2020 which was presented in November 2020. At that meeting the Board passed Resolution #95/20 increasing parking fees to \$5.00 per vehicle and Explore Card passes to \$40.00, effective January 1, 2021. Though Resolution #96/20 a commitment was made to engage in an aggressive public outreach and education campaign regarding the parking fee and Explore Cards. Additionally, Resolution #97/20 authorized the installation of pay and display units at Mission Island and Cascades Conservation Areas and the redeployment of the coin boxes from those areas at Little Trout Bay Conservation Area, Mills Block Forest and Wishart Forest. Resolution #98/20 directed staff to report back to the Board in 2022 to outline further recommendations to increase revenue generation in the areas.

REFERENCE MATERIAL ATTACHED

- Attachment #1 - “Thank You for your Support” leaflet
- Attachment #2 - “Did You Forget To Pay” leaflet

PREPARED BY:

- Ryne Gilliam, Lands Manager
- Ryan Mackett, Communications Manager

| | |
|---|----------------------------|
| THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook, Chief Administrative Officer | DATE: November 10, 2022 |
|---|----------------------------|



DID YOU FORGET TO PAY YOUR PARKING FEE?

Please be advised that there is a mandatory day-use parking fee of \$5.00 per vehicle at this LRCA-owned property.

- Parking fees at **Mission Island Marsh** and **Cascades Conservation Areas** **MUST** be paid via the pay-and-display parking unit **ONLY** (credit card and coins only; debit coming soon)
- Parking will be enforced under the **City of Thunder Bay Parking By-Law** at **Mission Island Marsh** and **Cascades Conservation Areas**
- For all other properties, fees can be paid online or via coin boxes where applicable
- All parking fee revenue goes directly towards Conservation Area upkeep and maintenance

VISIT OFTEN?

Consider purchasing an annual Explore Card Parking Pass for \$40.00 +HST for one calendar year of parking at all 8 Conservation Areas and 2 publicly-accessible Forest Management Properties (if you visit more than 8 times in a year, an Explore Card is the best value).



THANK YOU!

The payment of parking fees and the purchase of Explore Card Parking Passes goes directly to the upkeep and maintenance of our Conservation Areas.

Your support is greatly appreciated!

WWW.LAKEHEADCA.COM
(807) 344-5857

VISIT OFTEN?

Consider purchasing an annual Explore Card Parking Pass for \$40.00 +HST for one calendar year of parking at all 8 Conservation Areas and 2 publicly-accessible Forest Management Properties (if you visit more than 8 times in a year, an Explore Card is the best value).

Be sure to visit:

- Cascades Conservation Area
- Mission Island Marsh Conservation Area
- Hazelwood Lake Conservation Area
- Little Trout Bay Conservation Area
- Silver Harbour Conservation Area
- MacKenzie Point Conservation Area
- Cedar Falls Conservation Area
- Hurkett Cove Conservation Area
- Mills Block Forest
- Wishart Forest



| | | | |
|----------------------|-------------------------------------|-------------------|------------|
| PROGRAM AREA | LAND MANAGEMENT | REPORT NO. | LM-06-2022 |
| DATE PREPARED | November 4, 2022 | FILE NO. | 3-15-12 |
| MEETING DATE | November 23, 2022 | | |
| SUBJECT | 2022 LRCA Lands Maintenance Summary | | |

RECOMMENDATION

Suggested Resolution:

“THAT: Staff Report LM-06-2022 be received for information.”

LINK TO STRATEGIC PLAN

Connect and Explore:

- Manage recreational areas for current and future generations.

Protect and Support:

- Maintain and enhance flood and erosion control infrastructure to minimize the impacts of flooding, erosion and sedimentation.

EXECUTIVE SUMMARY

This report provides an overview of the 2022 field maintenance season summarizing work within the Conservation Areas, Neebing-McIntyre Floodway and the River Cleanup Program.

The 2022 maintenance season was the first season since the beginning of the COVID-19 pandemic that the LRCA field staff numbers returned to their full compliment, which includes three two person crews (Floodway, Conservation Area and River Clean Up crews). Staff continued to generally work as a full group; however, separated to accomplish other tasks as needed.

Field staff worked as a six-person crew when conducting maintenance on all conservation lands. These properties included the Neebing-McIntyre Floodway, Broadway/Victor property, Bruce Street property, McVicar Gauge Station property and all Conservation Areas.

Staff continued the cleanup of river and banks along the Neebing-McIntyre Floodway; however, an increase in frequency of maintenance was required behind the LCBO-Home Depot section of the Floodway due to heavy usage and quantity of discarded garbage.

Staff were able to accomplish additional projects throughout the season along with traditional day to day maintenance work.

Additional work completed in 2022 included: the refurbishment of the outhouse and construction of Pay and Display wind screen at Mission Island Marsh Conservation; installation of concrete picnic table and removal of log picnic shelter (by end of year) at Hazelwood Lake Conservation Area; new dock section attachment to the existing floating dock at Silver Harbour Conservation Area; installation of new outhouse and additional boardwalk sections at Little Trout Bay Conservation Area; minor outhouse and picnic table refurbishments at Cascades, Hurkett Cove and Silver Harbour Conservation Areas; AODA picnic table installation and boardwalk sections at Hurkett Cove Conservation Area; and habitat restoration project along sections of the Neebing-McIntyre Floodway.

DISCUSSION

Lead Hand Ryan Harris completed his first full season as supervisor for the Lands Maintenance Program. He was accompanied by Floodway Labourer Amanda Donolovitch along with labourers Chance Brown, Jordan Gabriele, Michaela Kloot and Bailey Smith. The group typically worked as a six-person crew as they cut and maintained all Conservation Areas, Neebing-McIntyre Floodway and other LRCA owned lands along with cleaning debris from within and along the banks of the Neebing-McIntyre Floodway. Their contracts were as follows:

- Ryan Harris: Full Time
- Amanda Donolovitch: May 16, 2022 – November 4, 2022.
- Chance Brown: May 24, 2022 – September 2, 2022.
- Jordan Gabriele: May 24, 2022-September 2, 2022.
- Michaela Kloot: May 24, 2022- August 26, 2022.
- Bailey Smith: May 24, 2022- August 26, 2022.

Maintenance: Each Conservation Area, Neebing-McIntyre Floodway property and other LRCA maintained properties were cut three to five times during the 2022 season. Along with grass cutting, the maintenance crew cleaned parking lots, washrooms, pavilions, trails and removed garbage when required with the exception of Cascades and Mission Marsh, which have in ground garbage/recycling cans where removal is contracted out to numbered company 2611943 Ontario Ltd. Field Staff cut grass and maintained areas this season by alternating between Conservation Areas and the Neebing-McIntyre Floodway properties. This process was chosen so staff could stay on top of all maintenance areas and that no areas became unsightly due to overgrowth. Working as a six-person crew decreased the time it took to cut and maintain areas allowing for more grass to be cut on a daily basis. Mackenzie Point, Mills Block and Wishart Conservation Areas have no open areas to cut; however, staff occasionally trimmed and cleaned the trails and around the parking areas. Additionally, all LRCA maintained trails were brushed multiple times by field staff throughout the season.

The following table is a breakdown of the area and time it typically takes to cut and maintain each property. It is noted that in 2022, the areas were maintained by a six-person crew which resulted in less time needed at each area thus allowing staff to cut multiple areas within the day.

| Area/ Property | Required Time (days) |
|--|----------------------|
| Mission Island Marsh Conservation Area | 2 |
| Hazelwood Lake Conservation Area | 1-2 |
| Cascades Conservation Area | 1 |
| Silver Harbour Conservation Area | 1 |
| Hurkett Cove Conservation Area | 1 |
| Little Trout Bay Conservation Area | 1 |
| Cedar Falls Conservation Area | 1 |
| Broadway/Victor Property | 1 |
| Bruce Street Property | 0.5 |
| McVicar Gauge Station Property | 0.5 |
| TOTAL | 10-12 days |

Neebing-McIntyre Floodway

Per the Neebing-McIntyre Floodway Agreement between the City of Thunder Bay and the LRCA, the LRCA is required to cut the Floodway a minimum of three times throughout the season. Throughout the 2022 season, the Neebing-McIntyre Floodway was cut four times due to the steady growth of grass.

The following table is a breakdown of time it typically takes to cut and maintain each property. However, in working with a six-person crew instead of the normal two-person crew during the 2022 season these times were lowered and allowed for multiple sections to be cut within the day.

| Area | Required Time (days) |
|---|----------------------|
| Neebing Weir Area | 1 |
| Ford Street Area (Top Section) | |
| Monument Side | 1 to 1.5 |
| Chapple's Side | 1 to 1.5 |
| Ford Street Side | 1 to 1.5 |
| Separate Sections (Middle Section) | |
| William Street | 1 to 1.5 |
| Rust Check to Cancer Garden | 1.5 to 2 |
| Forrest Street | 1 to 1.5 |
| McIntyre Centre Side | 0.5 to 1 |
| Safety Net Security Side | 0.5 to 1 |
| Intercity Side | 0.5 to 1 |
| CLE Side | 0.5 to 1 |
| LRCA owned Triangle Property | 1.5 to 2 |
| LCBO to Home Depot Side | 1 to 1.5 |

| | |
|-------------------------------|---------------|
| LRCA owned Roof Mart Property | 1 to 1.5 |
| Island Drive Area | |
| Slovak Side | 1 to 1.5 |
| Lafarge Side | 1 to 1.5 |
| Port Authority Side | 1 to 1.5 |
| TOTAL | 16 to 24 days |

The Neebing-McIntyre Floodway Corridor Wildlife Habitat Restoration Project

The Neebing-McIntyre Floodway Corridor Wildlife Habitat Restoration Project aimed at rehabilitating meadow and riparian habitat at three separate sites along the Neebing-McIntyre Floodway. These sites include south of the Diversion Structure, Triangle property and Island Drive Floodway Mouth.

South of the Diversion Structure the riparian area was revegetated using 250 native plants, shrubs, and perennials along with three bird boxes being installed along the bank.

The Triangle property had a section of existing grass and topsoil removed with the area being regraded and new topsoil added by contractors. This was done to provide a clean base to encourage natural meadow habitat formation with 615 native plants, shrubs and perennials being planted along with native grass seeds. Habitat structures installed included three bird and five bee boxes.

The Floodway Mouth had large areas of invasive Reed Canary Grass removed by contractors along with the development additional planting areas to encourage habitat development. These additional sections were then planted with 709 native plants shrubs, perennials and seeding along with the installation of three bird, one bat and five bee boxes.

Conservation Area Revenue:

Total conservation area revenue increased by \$23,374.72 from 2021 to 2022. The LRCA continued it's strong social media presence and paid advertisements within social media an increased awareness on the need to pay for parking at Conservation Areas. LRCA Staff also began enforcement by giving out tickets to those who do not pay at Cascades and Mission Island Marsh Conservation Areas. A complete traffic study determining compliance percentages will summarize the compliance on an annual basis. The following table compares 2021 and 2022 revenues thus far. Note the 2022 data does not include the months of November and December where 2021 does; therefore the total 2022 revenue will be higher than documented within the table.

Revenue Comparison Table

| Revenue Type | 2021 (Jan – Dec) | 2022 (Jan – Oct) | Difference |
|------------------------------------|---------------------|---------------------|----------------------|
| Cascades Pay and Display Unit | \$7,584.66 | \$15,229.90 | + \$7,645.24 |
| Mission Marsh Pay and Display Unit | \$5,682.59 | \$6183.05 | + \$500.46 |
| Cedar Falls Coin Box | \$1,152.06 | \$422.15 | -\$729.91 |
| Hazelwood Lake Coin Box | \$2,368.41 | \$1,146.49 | -\$1,221.92 |
| Hurkett Cove Coin Box | \$641.45 | \$368.67 | -\$272.78 |
| Little Trout Bay Coin Box | \$1064.20 | \$1,167.25 | + \$103.05 |
| Silver Harbour Coin Box | \$2,956.41 | \$2,327.75 | -\$628.66 |
| Mills Block Coin Box | ----- | \$1091.46 | |
| Wishart Coin Box | ----- | \$218.30 | |
| Parking Payments through PayPal | \$1,942.00 | \$210.00 | -\$1,732.00 |
| Explorer Card Sales | \$57,790.00 | \$77,400.00 | + \$19,610.00 |
| Donations to Conservation Areas | \$1,725.52 | \$516.00 | -\$1,209.52 |
| Total | \$82,906.30 | \$106,281.02 | + \$23,374.72 |

River Cleanup Program

Field staff cleaned the banks and shorelines of the Floodway prior to cutting the grass. Subsequent trips to high use areas along the Floodway were needed at times, such as the highly visited area behind the LCBO-Home Depot where garbage accumulates a lot faster compared to all other areas along the Floodway. Weights of total amount cleaned was not documented this year as it would have been time prohibitive to make specific trips to the dump just for this garbage. Along with the typical LCBO bags, cardboard, alcohol containers and food wrappers some other items of interest cleaned from these areas included: shopping carts, clothing, vehicle bumper, garbage bag full of fried chicken and French fries and enough discarded sharps to fill four sharps containers.

McVicar Creek Gauge Station Blockage

During the significant spring melt event of 2022, a bridge (roughly 25ft in length and constructed steel and wood) was washed down stream along McVicar Creek and found upstream of the Briarwood Drive streamflow gauge site. This bridge had the potential to act as a dam if future blockage were to build up and cause flooding. The obstruction was removed by LRCA Staff and is currently being stored for future use. Staff have no records of a private bridge being provided a Section 28 permit on McVicar Creek.

Additional Conservation Lands Projects

Mission Island Marsh Conservation Area:

- Outhouse refurbishment (interior, exterior painted with solid waterproof stain and sealer and installation of new turbine roof vent)
- Pay and Display wind screen installation

Cascades Conservation Area:

- Outhouse Interior Painting
- Wood topped picnic tables refurbished (painted)

Silver Harbour Conservation Area:

- New floating dock section added to existing floating dock
- Outhouses interior painting

Hazelwood Lake Conservation Area:

- Concrete picnic table installation near Hazelwood Lake Dam
- Picnic shelter demolition and removal (by end of 2022)

Little Trout Bay Conservation Area:

- Additional boardwalk sections installed on trail leading to James Duncan Trail
- New accessible outhouse installation in parking area
- Pay Here Sign installed

Hurkett Cove Conservation Area:

- New recycled plastic AODA picnic table installed in partnership with Superior Country
- All picnic tables refurbished (painted)
- You are leaving LRCA property sign installed
- Outhouse interior painting
- Additional boardwalk sections installed

Cedar Falls Conservation Area:

- Emergency turn around section developed along trail at request of O'Connor Fire Department.

Neebing-McIntyre Floodway:

- Corridor Wildlife Habitat Restoration Project

FINANCIAL IMPLICATIONS

The following table summarizes the cost associated with various work carried out in 2022

| Material / Service | Cost |
|---|---|
| Staff Wages | Included annually in LRCA Budget |
| Hazelwood Lake Picnic Shelter Demolition (by end of 2022) | \$ 6,610.50 |
| Little Trout Bay Outhouse and Installation | \$ 33,408.45 |
| Mission Marsh Outhouse Refurbishment | \$ 780.00 |
| Neebing-McIntyre Floodway Corridor Wildlife Habitat Restoration Project | \$37,029.95 (Environment Climate Change Canada Funding) |
| Silver Harbour Floating Dock Extension | \$4,962.18 |
| Garbage Removal – Mission Island Marsh & Cascades | \$4,407.00 (Jan -Sept) |
| Hurkett Cove Picnic Table | \$1,700.00 (Superior Picnics Program funded via Superior Country) |
| Hazelwood Lake Concrete Picnic Table | \$2,216.89 |

CONCLUSION

In 2022, seasonal staffing levels returned to pre-pandemic levels. Field staff were at a full compliment thus allowing for greater coverage of areas being maintained in a timely fashion. Through scheduling of maintenance and the cooperation of weather throughout the field season, staff were able to maintain all LRCA lands fully without any complaints from the public.

To maintain and enhance user experience at LRCA owned land, maintenance and improvements were completed at the Conservation Areas, Neebing-McIntyre Floodway and other owned lands in 2022.

BACKGROUND

Conservation Areas maintenance program has been a longstanding and ongoing program that the LRCA conducts on a yearly basis.

The LRCA and the City of Thunder Bay have an executed Agreement entitled “Neebing/McIntyre Floodway Agreement” which outlines the responsibilities of each party in regard to the Floodway. One of the outlined responsibilities of the Authority includes:

4. (3) (a) I. a minimum of three (3) cuttings yearly unless fewer or more cuttings are agreed to by the Parties hereto. Unless otherwise agreed to by the Parties, cuttings shall occur at the following times. Early Summer, Mid-Summer and Early Fall.

REFERENCE MATERIAL ATTACHED

Photos.

PREPARED BY: Ryne Gilliam, Lands Manager

| | |
|--|----------------------------|
| THIS REPORT SIGNED AND VERIFIED BY: <i>Tammy Cook</i> Tammy Cook Chief Administrative Officer | DATE: November 10, 2022 |
|--|----------------------------|



Photo 1. Additional Dock Section Added to Floating Dock at Silver Harbour Conservation Area.



Photo 2. Outhouse Refurbishment at Mission Island Marsh Conservation Area.



Photo 3. New Concrete Outhouse Installed at Little Trout Bay Conservation Area.



Photo 4. New AODA Recycled Plastic Picnic Table Installed at Hurkett Cove Conservation Area.



Photo 5. Corridor Wildlife Habitat Restoration Project along Neebing-McIntyre Floodway at Island Drive



Photo 6. Concrete Picnic Table Installed at Hazelwood Lake Conservation Area



Photo 7. McVicar Creek obstruction, removed by LRCA Staff.



Photo 8. LRCA staff developing emergency turn around area along trail at Cedar Falls Conservation Area.



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|----------------------|--|-------------------|------------|
| PROGRAM AREA | LAND MANAGEMENT | REPORT NO. | LM-07-2022 |
| DATE PREPARED | November 22, 2022 | FILE NO. | 70-7-2 |
| MEETING DATE | November 23, 2022 | | |
| SUBJECT | LRCA Administration Building Electrical Upgrade – Contractor Award | | |

RECOMMENDATION

Suggested Resolution

***“THAT:** the Contract for LRCA Administration Building Electrical Upgrade be awarded to G. Prezio Electric Ltd. at a cost of \$264,940.00 not including HST **AND FURTHER THAT** funds will be appropriated from the Administrative Facility Maintenance Reserve and available funds from the projected 2022 Administration surplus.”*

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.*

EXECUTIVE SUMMARY

As identified in the 2021 Asset Management Plan, the LRCA Administrative Facility is in need of an electrical upgrade. TBT Engineering Consulting Group was hired to complete electrical design, tendering support and contract administration for the project. After the completion of the electrical design, a request for quote was released with four bids received from contractors. TBT Engineering Consulting Group recommends awarding the contract to the lowest bidder, G. Prezio Electric Ltd., for a cost of \$264,940.00 plus HST.

As anticipated, the cost of the total project is over the estimated budget. Staff recommend proceeding with the project, as the work at the site is required and costs are inline with TBT Engineering Consulting Group’s Class D estimate for the project. Funds are available from the Administrative Facility Maintenance Reserve, and staff are recommending applying anticipated 2022 Administrative surplus to the project.

DISCUSSION

An upgrade of the electrical service at the LRCA Administrative Office was identified in the 2021 Asset Management Plan (AMP), including: upgrade from 200 to 400 AMP service; upgrade lighting from fluorescent to LED fixtures; installation of a back up natural gas generator (to enable

flood forecasting duties during times of emergency) and upgrades to other small electrical services.

TBT Engineering Consulting Group was hired to complete electrical design, tendering support and contract administration. A Request for Quote was prepared and released on November 3, 2022. Eight electrical contractors were invited to bid, including: G. Prezio Electric Ltd., White Pine Electric Ltd., Allied Electric Ltd., Over All Electric, Northwest Electric Ltd., Len Carr Electric, Thermal Mechanical and Stuart Olson Electric.

Bids were received from four contractors:

- G. Prezio Electric Ltd, - \$ 264,940 + HST
- White Pine Electric Ltd. - \$ 288,900 + HST
- Northwest Electric Ltd. - \$ 297,513 + HST
- Allied Electric Ltd. - \$ 318,625 + HST

TBT Engineering Consulting Group has reviewed the quotes and recommends that the contract be awarded to G. Prezio Electric Ltd., who submitted the lowest bid.

FINANCIAL IMPLICATIONS

The budget for the electrical upgrade project included in the 2022 budget was \$137,000.00 based on the 2021 Asset Management Plan, with funds allocated from the Administrative Facility Maintenance Reserve. Actual total costs for the project, including non-refundable HST are \$269,602.94 (contractor) plus \$16,324.92 (contract administration) for a total cost of \$285,927.86, which is \$148,927.86 over budget. The total cost, however, is in-line with TBT Engineering's Class D Cost Estimate of \$270,000.00, which considers current supply and labour issues and general inflation costs.

Due to better than budgeted interest revenue, it is recommended to appropriate \$70,000.00 of projected 2022 Administration surplus to the project and increase the appropriation from the Administrative Facility Maintenance Reserve from \$137,000.00 to \$215,927.86, which has adequate funds to cover the increased costs of the project.

CONCLUSION

Staff recommend awarding the contract to G. Prezio Electric Ltd. to complete the LRCA Administration Building Electrical Upgrade Project.

BACKGROUND

All electrical recommendations for the LRCA Administration Building Electrical Upgrade were identified within the 2021 Asset Management Plan Update conducted by KGS Group.

REFERENCE MATERIAL ATTACHED

TBT Engineering Consulting Group, award letter dated November 21, 2022

PREPARED BY: Ryne Gilliam, Lands Manager

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|--|----------------------------|
| THIS REPORT SIGNED AND VERIFIED BY: <i>Tammy Cook</i> Tammy Cook Chief Administrative Officer | DATE: November 22, 2022 |
|--|----------------------------|



TBT ENGINEERING CONSULTING GROUP

November 21st, 2022

TBT Project Number: 22-190

Lakehead Region Conservation Authority
130 Conservation Rd
Thunder Bay, Ontario
P7B 7A4

Re: RFQ- Electrical Upgrades

The following four (4) tenders were received by the Lakehead Region Conservation Authority for the above noted project on November 17th, 2022:

Bids:

- 1) G. Prezio Electric Ltd.....\$264,940.00+ HST
- 2) White Pine Electric Ltd\$288,900.00+ HST
- 3) Northwest Electric Ltd\$297,513.00+ HST
- 4) Allied Electric Ltd\$318,625.00+ HST

Based on the information received, we hereby recommend award of the Electrical Upgrades project to G. Prezio Electric Ltd., for the lump sum price of **\$299,382.20** HST included.

G. Prezio Electric's price was within the range TBT's class D estimate and completed and provided all documents outlined in the RFQ.

Please call if you have any questions.

Yours truly,

TBT Engineering Ltd.

Hannah Henderson, P.Eng
Project Engineer



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|----------------------|---|-------------------|--------------|
| PROGRAM AREA | Stewardship | REPORT NO. | STEW-01-2022 |
| DATE PREPARED | November 8, 2022 | FILE NO. | |
| MEETING DATE | November 30, 2022 | | |
| SUBJECT | 2022 Stewardship Program and Project Progress Summary | | |

RECOMMENDATION

Suggested Resolution:

“THAT: Staff Report STEW-01-2022 be received.”

LINK TO STRATEGIC PLAN

Links to the Strategic Plan (2018-2022):

Conserve and Sustain:

- *Support, strengthen and encourage environmental stewardship and sustainability.*
- *Collaborate with member municipalities and community partners to foster an integrated watershed management approach.*

Protect and Support:

- *Evaluate the priorities for the protection and management of wetlands and natural heritage features.*

EXECUTIVE SUMMARY

The LRCA’s stewardship projects and programs have been progressing very well since 2020. No municipal levy has been used, and external funding from the municipal, provincial, and federal governments provided \$726,575.00 to support the LRCA’s stewardship projects and programs from 2020 to 2025, including wages for one full time staff. The Watershed Stewardship Technician was hired in 2020 and is currently a recurring full time contract position based on the available funding.

In 2021, the launch of the new ‘Superior Stewards’ webpage and online resources for watershed residents, and an assessment report on the riparian and wildlife habitat condition within the Thunder Bay Area of Concern for Environment and Climate Change Canada was completed.

Stewardship projects that are ongoing to 2023 include the Wildlife Habitat Restoration along the Neebing-McIntyre Floodway Corridor and the Riparian Habitat at the Mountdale Boat Launch. Ongoing projects to 2025 include the Shoreline Protection Program, Fisherman’s Park West Wildlife Habitat, Waterfront Shoreline Restoration, and Boulevard Lake Shoreline Naturalization.

DISCUSSION

In 2020, the LRCA hired a full-time Watershed Stewardship Technician to develop and implement a new Shoreline Restoration Stewardship Program. The long-term vision is to sustain an externally funded stewardship program with one full time staff (i.e., no municipal levy). The goal of the program is to promote watershed stewardship in the community and engage residents in the protection and restoration of shorelines and riparian ecosystems. The position was initially funded through a 70% wage subsidy through College and Institutes Canada under the Clean Tech Internships program by Environment and Climate Change Canada.

The following provides a summary and progress of the stewardship projects and programs that have been completed or are ongoing.

2020 – Superior Stewards Program

The Superior Stewards program offers online resources, available on the LRCA's Stewardship webpage, to watershed residents to learn the best ways to naturalize their property, implement low impact development, and plant more native trees and shrubs. Webpages under the Superior Stewards program include shoreline naturalization, managing stormwater, invasive species, habitat enhancement, and LRCA stewardship. Additionally, LRCA staff streamlined the information and webpages on the overall Stewardship webpage, which now include the Shoreline Protection Program, Restoration Projects, Landowner Resources, Tree Seedling Program, and Volunteer Opportunities webpages. Information on the stewardship projects can be found on the Stewardship webpage under 'Restoration Projects'.

Progress: *Completed* – Streamlined Stewardship webpage and launched the new Superior Stewards online resources on April 1, 2021.

2020 – Riparian Nearshore Wildlife Habitat within the Thunder Bay Area of Concern (AOC)

An Environment and Climate Change Canada funded project. LRCA carried out desktop analysis and field investigations to assess riparian and nearshore habitat health within the AOC. Ecosite mapping, wetland evaluations, and data collected in the field was combined and analyzed to score and rank areas based on their habitat value, thereby determining the overall health and condition of wildlife habitat within the Thunder Bay AOC. The collected data and data interpretation was combined with existing information and presented in a final summary report and an interactive Story Map online tool. The findings included a list of proposed habitat rehabilitation projects and metrics by which to advance the restoration of riparian and nearshore habitat within the AOC. This report provided valuable information for use in the Wildlife Habitat Strategy for the Thunder Bay AOC by the Remedial Action Plan (RAP) Implementation Committee.

Progress: *Completed* – Interactive Story Map is available on the Stewardship webpage under 'Restoration Projects'.

2020 to 2025 – Shoreline Protection Program within the Thunder Bay Area of Concern (AOC)

A Ministry of Natural Resources and Forestry funded project. LRCA has developed and continues to implement the Shoreline Protection Program. The program focuses on lands within the Thunder Bay AOC to address fish and wildlife related to beneficial use impairments. The program is a shoreline assessment and educational stewardship program that supports private landowners in planting native vegetation to enhance shoreline and riparian zones, rehabilitate and maintain healthy shoreline habitat, provide erosion protection, and improve water quality. The rehabilitation of the Lake Superior shoreline at Mission Island Marsh Conservation Area was also included as part of the program in 2021.

Progress: *Completed* – Mission Island Marsh CA restoration, that included the rehabilitation of 30 metres of shoreline with riverstone and 275 native plants. Six private landowner sites were restored in 2021 and ten sites in 2022. *Ongoing* – Shoreline Protection Program implementation.

2020 to 2025 – Fisherman's Park West Wildlife Habitat and Shoreline Restoration

With funding from the Thunder Bay District Stewardship Council, City of Thunder Bay, Ministry of Environment, Conservation and Parks, and Environment and Climate Change Canada, the LRCA will continue to restore wildlife habitat, rehabilitate the Lake Superior shoreline, recreate coastal wetlands, and provide passive recreation opportunities at Fisherman's Park West. The goal of the projects is to restore the park by returning the area to a more naturalized condition by planting trees, shrubs, and perennials that are native to our region. The naturalization of this area will provide valuable breeding grounds, shelter, and forage for migratory waterfowl, birds, and pollinators, while also creating a space where the public can explore and enjoy the beautiful natural landscape. This project included student engagement with respect to climate change adaptation by re-naturalizing urban areas.

Progress: *Completed* – Enhancement and expansion of coastal wetland, riparian planting of native trees and shrubs, diversification of meadow habitat. *Ongoing* – Creation of new inland wetland, expansion of meadow habitat, additional work on coastal wetland, increase riparian plantings, and viewing platform with signage.

2021 to 2023 – Wildlife Habitat Restoration along the Neebing-McIntyre Floodway Corridor

An Environment and Climate Change Canada, and Ministry of Environment, Conservation and Parks funded projects. The project involves the restoration of riparian habitat along the Neebing-McIntyre Floodway in the Thunder Bay Area of Concern. Four sites were identified along the Neebing-McIntyre Floodway Corridor on LRCA owned lands, specifically, the Floodway Mouth, Simpson Triangle, Floodway Diversion, and Balmoral Bridge. The project will increase biodiversity, reduce soil erosion/turbidity, and improve water quality for healthier riparian habitat to advance the Loss of Fish and Wildlife Habitat beneficial use toward redesignation. Restoration includes invasive species management and re-vegetation with native perennials, shrubs, and trees, as well as engagement with youth from three local schools about shoreline health, invasive species, and climate change impacts.

Progress: *Completed* – Three sites restored with native trees, shrubs, and perennials, invasive species removed, and habitat structures and signage installed. *Ongoing* – In 2023, the Balmoral Bridge site will be restored with enhanced riparian and meadow habitat plantings and invasive species removal. Engagement with schools to deliver programming related to restoration and climate change, including field trips.

2021 to 2023 – Riparian Habitat at the Mountdale Boat Launch

With funding from the City of Thunder Bay and the Environment and Climate Change Canada, the project will rehabilitate the Mountdale Boat Launch on the Kaministiquia River by eradicating invasive species, planting native species, and implementing green infrastructure to reduce impacts from stormwater runoff. The project will improve water quality and habitat function along an important part of the river, which will advance the Fish and Wildlife Populations and Habitat beneficial uses toward redesignation. Improvements to the parking area, accessible dock, and viewing platform will be addressed as funding becomes available.

Progress: *Ongoing* – Public engagement and detailed design of riparian habitat restoration and green infrastructure is complete. Tendering and construction will occur in spring/summer 2023.

2022 to 2025 – Waterfront Shoreline Habitat Restoration

An Environment and Climate Change Canada funded project, in partnership with City of Thunder Bay. The Waterfront Shoreline Habitat Restoration project will be based in recreating wildlife habitat and a riparian buffer along the Lake Superior shoreline. The project area spans along Marina Park Drive from the mouth of McVicar Creek to Richardson Park (at Richardson's grain terminal). Native trees, shrubs, and perennials will be installed, and green infrastructure added in targeted areas to catch and filter runoff. We will also be targeting industry through this project, with outreach to Richardson International, HMCS Griffon, and the former Great West Timber property owners to encourage stewardship principles. The restoration and plantings will be coordinated with the City's new Waterfront Trail lookout at the end of Marina Park Drive.

Progress: *Ongoing* – Project start up November 2022.

2022 to 2025 – Boulevard Lake Shoreline Naturalization

An Environment and Climate Change Canada funded project, in partnership with City of Thunder Bay. The Boulevard Lake Naturalization project will introduce a vegetative buffer to filter runoff, incorporate low impact development techniques to catch runoff, and address concerns regarding an outflow into Boulevard Lake. Youth from the nearby school, St Ignatius High School, will participate directly in the project, while a daycare in the neighbourhood, Little Lions Waldorf Child and Family Centre, will partner to create an engaging storyboard, geared towards families, about the importance of fresh water to accompany the restoration work. The shoreline naturalization at this municipal parkland will create an example within the community of healthy shoreline habitat and the importance of prioritizing the protection of our fresh water.

Progress: *Ongoing* – Project start up November 2022.

FINANCIAL IMPLICATIONS

LRCA staff have been successful in obtaining external funding from the municipal, provincial, and federal governments to support the watershed stewardship projects and programs, including wages for a full time Watershed Stewardship Technician on a contract basis. The total external funding provided for stewardship projects from 2020 to 2025 is \$726,575.00.

CONCLUSION

The LRCA's stewardship projects and programs have been progressing very well. LRCA staff have been successful in developing meaningful partnerships with key stakeholders to promote watershed stewardship in the community and restore shorelines and riparian ecosystems within the LRCA's area of jurisdiction.

BACKGROUND


Under the guidance and direction of the Watershed Manager, the first Watershed Stewardship Technician was hired in 2020 to develop and implement the LRCA's stewardship projects and programs. The Watershed Stewardship Technician is currently a recurring full time contract position that is based on available funding.

The position works towards raising landowner awareness of riparian and shoreline stewardship principles and implementing restoration and naturalization of on-the-ground projects. Stewardship and habitat restoration projects range from terrestrial and aquatic plantings, invasive plant species removal, green infrastructure techniques, species-at-risk habitat enhancement and protection, general habitat enhancement, and pollinator habitat creation.

REFERENCE MATERIAL ATTACHED

Map – Stewardship Projects, Current and future stewardship project sites.

PREPARED BY: Gail Willis, Watershed Manager

| | |
|--|----------------------------|
| THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer | DATE: November 10, 2022 |
|--|----------------------------|

Stewardship Project

Current and future
stewardship project sites



Legend



1:70,000

This publication was produced by:
Lakehead Region Conservation Authority
130 Conservation Rd.
Thunder Bay, ON
P7B 6T8

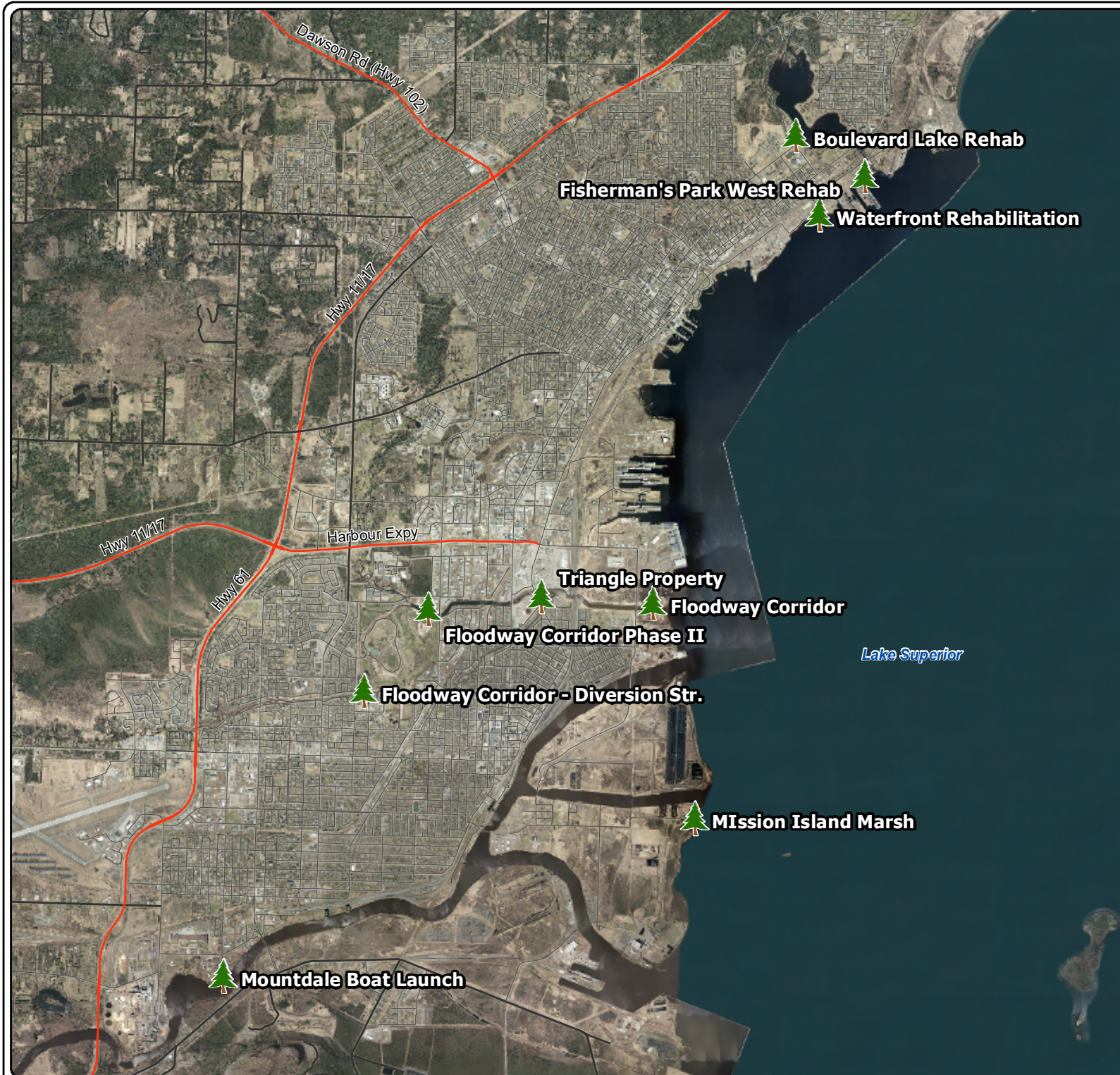
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Coordinate System: NAD 1983 CSRS UTM Zone 16N
Projection: Transverse Mercator
Datum: North American 1983 C
Units: Meter

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| PROGRAM AREA | Stewardship | REPORT NO. | STEW-02-2022 |
| DATE PREPARED | November 14, 2022 | FILE NO. | |
| MEETING DATE | November 30, 2022 | | |
| SUBJECT | 2022 Invasive Phragmites Project Summary | | |

RECOMMENDATION

Suggested Resolution:

“THAT: Staff Report STEW-02-2022 be received.”

LINK TO STRATEGIC PLAN

Links to the Strategic Plan (2018-2022):

Conserve and Sustain:

- *Support, strengthen and encourage environmental stewardship and sustainability.*
- *Optimize decision-making by sharing data and knowledge.*

Protect and Support:

- *Evaluate the priorities for the protection and management of wetlands and natural heritage features.*

Connect and Explore:

- *Develop a communications strategy to engage diverse stakeholders.*
- *Strengthen a shared interest in conservation through collaboration with existing and new partners.*
- *Manage recreational areas for current and future generations.*

EXECUTIVE SUMMARY

Invasive Phragmites (*Phragmites australis spp. australis*) have become a growing concern within Ontario, Canada. Invasive Phragmites are known to cause extensive harm to swamps, wetlands, and river systems. Growing in dense mats, invasive Phragmites negatively affect local diversity. The harmful effects experienced in southern Ontario has increased the need to address the expansion of this invasive species.

In 2022, LRCA partnered with the Invasive Species Council (ISC) and Nature Conservancy of Canada (NCC) to assess the extent of invasive Phragmites within the city limits. The ISC provided the LRCA \$8,000 to identify and map invasive Phragmites within the city limits of Thunder Bay's

and the LRCA's Conservation Areas. The project involved DNA testing and the use ArcGIS Field Maps to map the location of native and invasive Phragmites. NCC developed the final mapping product to be used in future eradication efforts.

Fortunately, of the 51 stands mapped, only 12 were invasive Phragmites. Voucher specimens of native and invasive Phragmites were submitted to the Claude E. Garton Herbarium (LKHD). In August, the LRCA partnered with the Ministry of Natural Resources and Forestry (MNRF) to treat two locations with a chemical herbicide: Manitoulin Transport and Keefer Terminal. These sites were selected for treatment due to their proximity to the Neebing-McIntyre Floodway. The Haveman Brothers were contracted to apply two treatments of Round-Up Weather Max to the selected stands.

Subject to receiving additional external funding, the LRCA will continue with the Phragmites program in future years.

DISCUSSION

The Lakehead Region Conservation Authority (LRCA) received funding from the Invasive Species Center (ISC) to map the distribution of invasive Phragmites (*Phragmites australis* spp. *austrailus*) and Common Reed (*Phragmites australis* spp. *americanus*) within the district of Thunder Bay. The goal of the project was to address key gaps related to Phragmites management in Northern Ontario. The duration of the project was from June to October 2022. The funding provided by the ISC covered staff time, vehicle rental, and fuel costs. Based on existing data and reported observations on EDDmaps and iNaturalist, staff developed a vehicle survey plan. The roadside surveys covered 657.8 kilometers of the city.

Invasive Phragmites (*Phragmites australis* spp. *austrailus*)

The presence of invasive Phragmites was confirmed within Thunder Bay's City limits. The invasive stands occurred along the railways, major-trucking routes, and along Highways 11 and 102. Of the stands mapped, 12 were confirmed to be invasive Phragmites. The invasive Phragmites stands were considered high density (<70%) and approximately two to three meters in height. All the stands encountered were considered dry, which is ideal for future treatment. A total of five phragmites stands were treated during the project timeline, located at Manitoulin Transport and Keefer Terminal. The remaining seven stands are currently smaller in size (the largest remaining stand was 40 by 27 meters) and can easily be treated with landowner permission.

Common Reed (*Phragmites australis* spp. *americanus*)

Common Reed (native Phragmites) was observed at the Hurkett Cove and Mission Island Marsh Conservation Areas. The densities were low (<25%) to medium (26-69%), growing amongst cattails and other water-tolerant reeds. At Hurkett Cove, the native Phragmites can be found on the north side of the Wolf River Delta, at the tip of the Hurkett Cove Sand Spit, and on the north side of the Hurkett Cove Docks. Two of the three stands were considered wet. The native Phragmites stand at Mission Island Marsh is located 100 meters south of the LRCA's property

boundary, growing within the Provincially Significant Wetland along the shoreline. The site was considered dry, although it is within close proximity to the lake.

2022-2033 Regional Phragmites Collaboration

The Ministry of Natural Resources and Forestry (MNRF) and the Green Shovels Collaborative (GSC) authored “Ontario: Phrag-free by 2033” which encompasses a strategic framework for the Coordinated Management of Invasive Phragmites. The guide is intended to assist in delivering a collaborative, regional-based Phragmites management program. “To successfully manage *Phragmites*, an integrated, landscape-scale implementation plan that includes all necessary partners and stakeholders within a region is needed”. Partnered with the ISC and NCC, the LRCA should bring key stakeholders together to work through the Regional Plan Guidebook. The goal is to eradicate invasive Phragmites using province-wide resources including Best Management Practices delivered from previous Phragmites management projects in Ontario. Currently, there are several funding options to kickstart the collaborative including: GSC, Species at Risk Stewardship Fund, Habitat Stewardship Program, Canada Nature Fund, and more. As there are limited stands of invasive Phragmites within Thunder Bay, eradication could be easily accomplished.

Future Phragmites Programs

Subject to receiving additional external funding, the LRCA will continue with the Phragmites program in future years including:

- work with the ISC to initiate a Regional Phragmites Collaboration;
- continue to treat identified stands to eradicate invasive Phragmites in the watershed;
- conduct an education and outreach campaign to encourage the public to report sightings to the LRCA or on iNaturalist;
- complete an Invasive Species Management Plan outlining the goals, targets, and timelines for addressing invasive species within the watershed.

FINANCIAL IMPLICATIONS

LRCA staff have successfully obtained external funding from the ISC and MNRF to map and treat invasive Phragmites. The ISC provided the LRCA with \$8,000 to complete an Assessment of Phragmites Distribution in Thunder Bay and Surrounding Areas. As the project progressed, the MNRF reached out indicating they had funding to treat Phragmites. Two treatments were applied to the stands to ensure full coverage. The treatment costs were covered by the MNRF totaling to \$4,750 for two treatments of Round-Up Weather Max on the selected stands. The total external funding provided for the 2022 Invasive Phragmites Project was \$12,750.

Subject to receiving additional external funding, the LRCA will continue with the Phragmites program in future years.

CONCLUSION

The LRCA's invasive Phragmites mapping project was successful in developing a greater understanding of how invasive Phragmites are being introduced within Thunder Bay and where the growth hot spots are located. LRCA staff created a group of interested project partners, which will be beneficial for the application for the Regional Plan Guidebook. Coordinating the treatment of two invasive Phragmites stands was out of the scope of the project, however it was a great head start on the "Ontario; Phrag-Free by 2033" initiative. The project was a cornerstone in addressing invasive species within the LRCA's jurisdiction and working collaboratively with others to enhance awareness.


BACKGROUND

The distribution of invasive Phragmites within northern Ontario has been largely undetermined. Growing concerns stemming from southern Ontario have heightened the need to map and understand the sources of introduction and growth hot spots. In 2022, the ISC approached the LRCA about an invasive Phragmites mapping project. The project's intent was to utilize DNA testing and ArcGIS Field maps to document the location of invasive and native phragmites. The LRCA's Stewardship Technician (currently a recurring full-time) and Environmental Planner (full-time position) undertook the project. The overarching goal of the project is to successfully manage and eradicate invasive Phragmites within Thunder Bay and adjacent municipalities.

REFERENCE MATERIAL ATTACHED

Final Report – Assessment of Phragmites Distribution within Thunder Bay

PREPARED BY: Michelle Willows, Environmental Planner

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



LAKEHEAD REGION
CONSERVATION AUTHORITY

Assessment of Phragmites Distribution within Thunder Bay

October 7, 2020

PREPARED BY:
Michelle Willows and Nadine Elmehriki

Executive Summary

Invasive Phragmites (*Phragmites australis* spp. *austrailus*) have become a growing concern within Ontario, Canada (Nichols, 2020). The distribution of the invasive species within Thunder Bay had yet to be fully documented, which raised concern for vulnerable areas within the Lakehead Watershed. The LRCA partnered with the Invasive Species Council (ISC) and Nature Conservancy of Canada (NCC) to identify and map the extent of invasive Phragmites within the city limits. Both Invasive Phragmites and Common Reed (*Phragmites australis* spp. *americanus*) were included in the study to prevent misidentification in future initiatives.

Invasive Phragmites are known to cause extensive harm to swamps, wetlands, and river systems. The species spread quickly by rooting systems via rhizomes, seed dispersal, or fragmentation (GLPC, 2022). Water levels can be of significant concern, as the species grows quickly influencing water transpiration. Invasive Phragmites grow in thick dense mats, out-competing native species for water and nutrients, negatively affecting local biodiversity (MNRF, 2020). Few species can utilize the plant, as it provides poor habitat and nutrition. The harmful effects experienced in southern Ontario have increased the need to address the expansion of this invasive species.

The project involved DNA testing to confirm or deny if the Phragmites in question was invasive or native. DNA sampling and testing helped field staff reaffirm their identification techniques in the field. Nature Conservancy Canada developed a mapping project using ArcGIS Field Maps for infield data input. Using points, the location of invasive Phragmites was added to the map with additional information about stand size, if the site was wet or dry, length, width, safety, and site access. NCC developed the final mapping product to be used in future eradication efforts.

Fortunately, of the 51 stands mapped, only 12 were invasive Phragmites. The patches of invasive Phragmites were considered small, all under a hectare in size, the largest being 1756 square meters. In August, the LRCA partnered with the Ministry of Natural Resources and Forestry (MNRF) to treat two locations with a chemical herbicide: Manitoulin Transport and Keefer Terminal. These sites were selected for treatment due to their proximity to the Neebing-McIntyre Floodway. The Haveman Brothers were contracted to apply two treatments of Round-Up Weather Max to the selected stands. Common Reed was observed at two of the LRCA's Conservation Areas: Hurkett Cove and Mission Island Marsh. This species poses no threat to the aquatic environments, however, these Provincially Significant Wetlands should continue to be monitored to prevent the introduction of invasive Phragmites.

Funds and personnel permitting, the LRCA should continue to work with the ISC to initiate a Regional Phragmites Collaboration. The collaboration aims to eradicate invasive phragmites within Ontario by 2033. The LRCA should continue to work with the MNRF to treat invasive Phragmites using the final map product and eligible funding. Further, the LRCA should finalize an Invasive Species Management Plan outlining the goals, targets, and timelines for addressing invasive species within Thunder Bay.

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1 Project Summary

The Lakehead Region Conservation Authority (LRCA) received funding from the Invasive Species Center (ISC) to map the distribution of invasive Phragmites (*Phragmites australis* spp. *australis*) and Common Reed (*Phragmites australis* spp. *americanus*) within the district of Thunder Bay. The intent was to address key gaps related to Phragmites management in Northern Ontario. The duration of the project was from June to October 2022. The location, size, density, species, and other information were recorded for each stand encountered. Voucher specimens of native and invasive Phragmites were submitted to the Claude E. Garton Herbarium (LKHD). The specimens have been preserved and added to the collection for reference. This work builds on efforts by the ISC and their colleagues at the Green Shovels Collaborative to advance Phragmites management across Ontario.

2 Methodology

The search for Phragmites began by looking up reported sightings within the Lakehead Watershed through EDDmaps and iNaturalist. Sites with reported phragmites were investigated to determine if the species was present or if it was a miss identification. Further, the Ministry of Transportation provided the Regional Phragmites Investigations Summary Report (TBT, 2021) which identified stands along the highways, if they were invasive or native, and if they had been treated with a chemical herbicide. These sources of information provided a great starting point for tracking the invasive species and where it might likely occur.

A DNA Screening Service was utilized to assist with differentiating between native and invasive Phragmites. Test kits were provided by ISC, encompassing a silica kit, screening barcode, collection instructions, and a pre-paid postage envelope. The kits required a sample of fresh-growth plant tissue; two leaves approximately 10 centimeters in size were collected per kit. The leaves were placed in an envelope and stored in silica beads to absorb any moisture. The kits were mailed to the Natural Resources DNA Profiling and Forensic Center at Trent University for analysis.

The roadside survey targeted shipping ports, railway lines, trucking routes, high-traffic corridors, and other key Phragmites spread corridors. Conservation areas known to have Phragmites were included in the study. Using the application Field Maps by ArcGIS, the Nature Conservancy of Canada (NCC) developed a mapping project that was used to pinpoint stand locations of both native and invasive Phragmites. The size, hydrologic condition, site access, safety notes, and land ownership were recorded for each stand observed. The NCC facilitated the final map production, to be shared with the LRCA upon completion.

3 Results

The DNA testing was insightful for identification accuracy by confirming or denying the Phragmites identification. The testing revealed that of the twelve sites sampled, only three stands were invasive Phragmites (*Phragmites australis* spp. *australis*), and two were inconclusive (not Phragmites). The large Phragmites stands at Hurkett Cove were identified as native Phragmites, a relief based on the proximity to the Provincially Significant Wetland. The results confirmed that invasive Phragmites are prone to growing and spreading along the railway and major trucking routes.

The roadside surveys covered 657.8 kilometers of the city. A total of 51 stands were mapped, and only 12 of the stands were reported as invasive Phragmites. The invasive stands occurred along the railways, major-trucking routes, and along Highways 11 and 102. A total of five phragmites stands were treated during the project timeline. The remaining seven stands are currently smaller in size (the largest remaining stand was 40 by 27 meters) and can easily be treated with landowner permission.

4 Phragmites Treatment

On August 4, 2022, the Haveman Brothers were contracted to treat the identified stands at Manitoulin Transport (four stands totaling 1467 square meters) and Keefer Terminal (one stand of 1756 square meters). Permission was granted from both landowners to treat the stands, as they posed a threat to the Neebing-McIntyre Floodway. The stands were considered dry and received two treatments of the chemical herbicide Round Up Weather Max (Figures 1 and 2). Treatment was facilitated by the LRCA and the costs were covered under the Ministry of Natural Resources and Forestry's funding. The maps of each location can be reviewed in MAP A and B. Now only seven known invasive stands remain based on the data collected within this study.



Figure 2: Manitoulin Transport Invasive Phragmites



Figure 1: Keefer Terminal Invasive Phragmites

5 Phragmites in LRCA Conservation Areas

Native Phragmites was observed at the Hurkett Cove and Mission Island Marsh Conservation Areas. The densities were low (<25%) to medium (26-69%), growing amongst cattails and other water-tolerant reeds. At Hurkett Cove, the native Phragmites can be found on the north side of the Wolf River Delta, at the tip of the Hurkett Cove Sand Spit, and on the north side of the Hurkett Cove Docks. Two of the three stands were considered wet. The native Phragmites stand at Mission Island Marsh is located 100 meters south of the LRCA's property boundary, growing within the Provincially Significant Wetland along the shoreline. The site was considered dry, although it is within close proximity to the lake.

Moving forward, the LRCA's Conservation Areas will be annually monitored for invasive species, specifically invasive Phragmites, to prevent the development of monocultures within these rich environments (PAMF, 2022). Early detection will be essential to preventing irreversible damage to Provincially Significant Wetlands and other critical habitats.

6 Recommendations

The LRCA recommends that reporting and monitoring should continue in the years ahead to effectively manage invasive Phragmites. Understanding the transitional zones with high occurrences of invasive Phragmites will help mitigate the spread and develop more effective management. The existing invasive Phragmites stands should be treated to prevent the spread throughout the Lakehead Watershed and along Thunder Bay's recovering waterfront. Eradicating invasive Phragmites within Thunder Bay is possible at this stage, as there are few stands and they are smaller in size. The following recommendations have been developed for future initiatives addressing invasive Phragmites:

- Funds and personnel permitting, the LRCA should continue to work with the ISC to initiate a Regional Phragmites Collaboration.
- In partnership with the MNRF or the ISC, the LRCA should continue to treat identified stands to eradicate invasive Phragmites within Thunder Bay.
- Conduct an education and outreach campaign to encourage the public to report sightings to the LRCA or on iNaturalist.
- Finalize an Invasive Species Management Plan which will outline goals, targets, and timelines to reduce the relative abundance of invasive species within Thunder Bay.

The increasing negative impacts of invasive Phragmites in Ontario required a broader level of participation in monitoring. The public can be encouraged to use iNaturalist, a global citizen science program, to document any sightings of Phragmites within Thunder Bay and Northwestern Ontario. Collaborating with partners, such as the ISC, allows for the optimization of resources and outreach within the LRCA's jurisdiction. The collaboration aims to eradicate invasive phragmites within Ontario by 2033. Continuing to facilitate treatment with the MNRF to treat invasive Phragmites using the final map product and eligible funding.

7 References

Nichols, Gabby. 2020. Invasive *Phragmites* (*Phragmites australis*) Best Management Practices in Ontario: Improving species at risk habitat through the management of Invasive *Phragmites*. Ontario Invasive Plant Council, Peterborough, ON.

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

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MAPS

Manitoulin Transport Phragmites Stands



Legend

-  Phragmites Stands
-  Water Body
-  Provincially Significant Wetland
-  Evaluated Wetland
-  Unevaluated Wetland
-  Stream
-  River
- Roads**
-  Highway
-  Road
-  Street

0 25 50 75 100 m

1:2,500

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navigation.

Coordinate System: NAD 1983 CSRS UTM Zone 16N
Projection: Transverse Mercator
Datum: North American 1983 C
Units: Meter

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



Stand 1
1756 m²

| Stand | GPS_Date | Height | Area_m2 |
|---------|------------|--------|---------|
| Stand 1 | 2022-07-08 | 2.5 | 1756 |

Keefer Terminal Phragmites Stands



Legend

-  Phragmites Stands
-  LRCA Property
-  Water Body
-  Provincially Significant Wetland
-  Evaluated Wetland
-  Unevaluated Wetland
-  Stream
-  River
- Roads**
-  Highway
-  Road
-  Street

0 25 50 75 100 125 m

1:3,000

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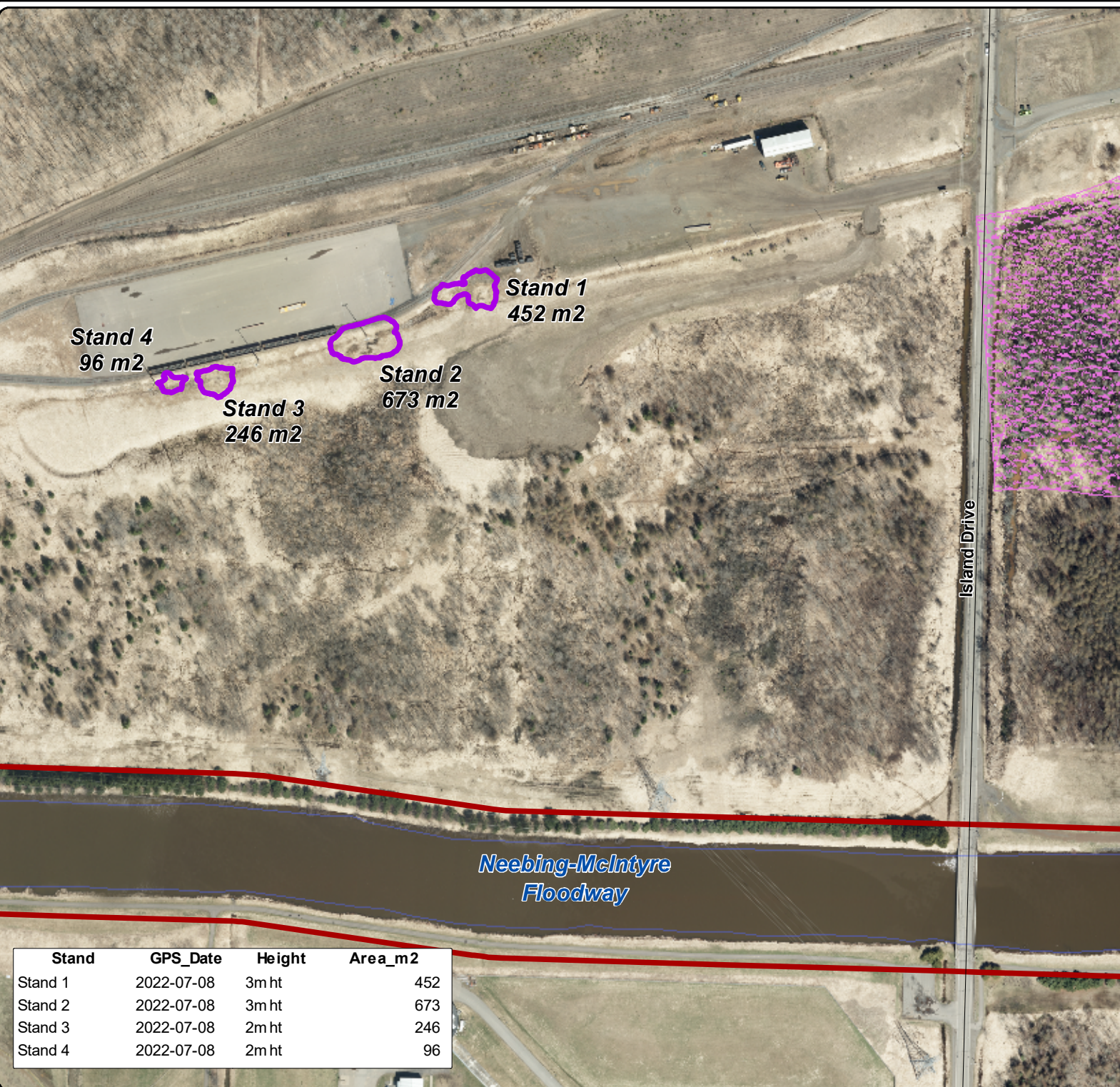
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Datum: North American 1983 C
Units: Meter

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| Stand | GPS_Date | Height | Area_m2 |
|---------|------------|--------|---------|
| Stand 1 | 2022-07-08 | 3m ht | 452 |
| Stand 2 | 2022-07-08 | 3m ht | 673 |
| Stand 3 | 2022-07-08 | 2m ht | 246 |
| Stand 4 | 2022-07-08 | 2m ht | 96 |



| | | | |
|----------------------|-------------------------|-------------------|--------------------|
| PROGRAM AREA | Community Relations | REPORT NO. | POLICY-GEN-22-2022 |
| DATE PREPARED | November 16, 2022 | FILE NO. | 44-18-3 |
| MEETING DATE | November 23, 2022 | | |
| SUBJECT | Communications Strategy | | |

RECOMMENDATION

Suggested Resolution:

“THAT: Staff Report No. POLICY-GEN-22-2022 be received AND FURTHER THAT the Communications Strategy be adopted.”

LINK TO STRATEGIC PLAN (2018-2022)

Connect & Explore:

- *Develop a communications strategy to engage diverse stakeholders.*

EXECUTIVE SUMMARY

The LRCA’s Communications Strategy has been developed as a deliverable stemming from the LRCA Five-Year Strategic Plan 2018-2022, as per the initiative to develop a communications strategy to engage diverse stakeholders, under the “Connect & Explore” Priority. The Communications Strategy will serve as a guidance document for staff in ensuring all communications and outreach initiatives are reflective of the goals and objectives of the Authority so that the public, partners, and stakeholders are better educated in “who we are” and “what we do”, as well as to ensure the effectiveness of flood messaging.

Staff recommend hiring the services of Shout Media to prepare a “Brand Voice Package” in order to develop and outline the LRCA’s brand messaging, associated communications elements, and a brand voice “do’s and don’ts”, which will serve as a companion to the LRCA’s Visual Identity Guide.

DISCUSSION

Throughout the strategic planning process undertaken by staff with Arbora Consulting during 2017, one of the consistent items that kept arising from stakeholder sessions, public sessions, and event internally is a lack of understanding about who the LRCA is, what the Authority does, the importance of paying parking fees, and more.

As such, an initiative identified under the Connect & Explore Priority was the development of a communications strategy to address the gaps in the Authority's communications efforts in terms of the lack of public understanding of "who we are" and "what we do".

Staff have made significant progress in addressing those gaps as well as demonstrably increasing the LRCA's public profile, as evidenced by the significant increase in Explore Card sales, parking fee revenue, new and improving local partnerships, increased social media presence, and the general positive public perception of the Authority.

Staff have also streamlined the development regulations and permitting processes internally, as well as reviewed the effectiveness of the flood forecasting and warning messaging system to keep the process up-to-date, relevant, and effective as possible.

To ensure that the LRCA stays on-track with its communications initiatives across all program areas, the attached Communications Strategy will serve as an internal guidance document for staff. It will be a living and breathing document that will be updated as necessary when new communications methods and initiatives are developed and employed.

To continue with the work done by Korkola Design in 2015 (logo and visual identity re-design and new website), the development of the LRCA's Vision and Mission statements and strategic plan, staff recommend hiring Shout Media (the LRCA's webhosting and web development firm that took over our account after Korkola Design closed) to work with the LRCA to develop a Brand Voice. This will serve as a companion to the LRCA's Visual Identity Guide but with a focus on written and verbal communication (whereas the Visual Identity Guide focuses specifically and exclusively on visual communications elements).

FINANCIAL IMPLICATIONS

Items such as paid advertising, boosted social media posts, areas signage, website development, and other communications items with a cost associated will be budgeted as necessary in the LRCA's annual budget process. Unexpected items that arise throughout the year will be paid for using the appropriate deferred funds and/or subsequent Board approvals as necessary and warranted.

It is anticipated that the Brand Voice Package from Shout Media will have a cost of approximately \$3,000.00 +HST.

CONCLUSION

The LRCA's Communications Strategy will act as an internal guidance document for staff to ensure that all communications that leave the office are clear, concise, relevant, professional, and effective, and that the overall tone of the LRCA's communications and outreach efforts are always in service of the LRCA's Vision, Mission, Mandate and commitment to protection of people and property from natural hazards, transparent client relations, and excellent customer service.

BACKGROUND

As per the LRCA Five-Year Strategic Plan 2018-2022, one of the initiatives identified under the “Connect & Explore” Priority is to develop a communications strategy to engage diverse stakeholders.

REFERENCE MATERIAL ATTACHED

- Policy GEN-22: Communications Strategy

PREPARED BY:

Ryan Mackett, Communications Manager

| | |
|---|----------------------------|
| THIS REPORT SIGNED AND VERIFIED BY: <i>Tammy Cook</i> Tammy Cook, Chief Administrative Officer | DATE: November 16, 2022 |
|---|----------------------------|

| | | | |
|-------------------|---------------------------------|-----------------------|-------------------|
| Section: | GENERAL | | |
| Title: | GEN-22: Communications Strategy | | |
| Resolution | ###/22 | Approval Date: | November 23, 2022 |
| Revisions | | | |

The main goal of the LRCA's Communications Strategy is to achieve prominence in the local community in order to position the Authority to best achieve its vision of a healthy, safe and sustainable Lakehead Watershed through its mission to lead the conservation and protection of the Lakehead Watershed.

In order to achieve the type of community prominence in which residents of the Lakehead Watershed look up to, trust in and adhere to the Authority and its messaging, effective communication needs to occur, at all levels. This strategy endeavours to ensure that all communications from the Authority, as well as internal communications, are relevant, effective, efficient, factually accurate and easily understood.

1.0 Goals

- Increased community prominence
- Protection of life and property from the natural hazards of flooding and erosion
- Provide excellent outdoor recreation opportunities
- Effective branding
- Challenging disinformation; "damage control"
- Education of the general public
- Streamlined internal communications

2.0 Objectives and Measurables

- Effective, efficient, and timely flood forecasting/natural hazards messaging
- Increased social media subscribers
- Increased event attendance
- Consistent messaging delivered by LRCA
- Effective education programs with increased subscribership/bookings
- Development of new and strengthening of existing partnerships

- Maintain a succinct, effective, and visually appealing website and online presence
- Ad copy and written communications materials are accurate, free of errors and contain relevant messaging
- Visual marketing and communications materials adhere to the LRCA Visual Identity Guide
- Streamlined and effective policies that are easily understood and easily adhered to by the Board and staff of the Authority

3.0 Key Messages

- The LRCA is a *trusted authority* in the areas of natural hazards, conservation, and recreation
- The LRCA *protects people and property* from the natural hazards of riverine flooding and erosion
- The LRCA *provides* recreational and educational opportunities to residents of the Lakehead Watershed through its Conservation Areas, public events, workshops, and environmental education programming

4.0 Channels of Communication

- Media – local print, broadcast, web and social, etc.
- Lobbying – municipal, provincial, and federal government, funding bodies, special interest groups, etc.
- Marketing – brand, website, advertising, brochures, fliers, video, animation, etc.
- Events – conferences, public speeches, tours, workshops, trade shows, etc.
- Distribution – mass distribution of materials, i.e., Annual Report

5.0 Mediums

- Social Media (i.e., Facebook, Instagram, Twitter, YouTube)
- Digital Media (website, e-newsletter)
- Traditional Media (PSAs, News Releases, Print Media)
- Community Outreach (i.e., public events, workshops, open houses, directed mail-outs, attending tradeshow, fundraising events)
- Education Programming
- Alternative Advertising (i.e., bus shelters, billboards, events sponsorships)
- In-house produced communications materials, including posters, brochures, maps, letters, fact sheets and other notices

6.0 Markets & Audiences

- Corporate & Internal Communications (i.e., Board, staff, and partner organizations/stakeholders)

- Community Clients (i.e., development regulations clients, plan input clients, general public re: flood forecasting)
- Conservation Area Users
- Environmental Education Students (i.e., school children, seniors, workshop participants)

7.0 Actions

- Take out ads with official content providers (i.e., The Chronicle Journal, The Walleye, Thunder Bay Guest, Thunder Bay Experience, Bayview, official publications of community partners/like organizations as applicable)
- Distribution of news/media releases and public service announcements (PSAs) should be through official print, television, radio and online media outlets, such as The Chronicle Journal, CKPR, TBNewswatch, Netnewsledger, etc. Unofficial, controversial, and unsanctioned websites, blogs and other self-described “news” sources will be avoided.
- Social media posts made by the LRCA must adhere to the LRCA’s Social Media Policy.
- Frontline communication with the general public and LRCA clients must adhere to the LRCA’s AODA policies.
- LRCA staff will always conduct themselves in a professional manner that exemplifies the Vision and Mission of the Authority. Staff will never conduct themselves in a manner that projects personal biases and opinions onto those of the Authority. The LRCA as an organization, along with the Board and staff of the Authority, will not condone any intolerant, racist, unprofessional, or hateful forms of communication.

8.0 Implementation

For projects requiring their own communications strategy, staff may use a Communications Plan to assist with organizing the specific communications required for that project. A Communication Plan template may be used as a general starting point in order to organize the project’s communications goals, how those goals will be achieved and who will be the lead on each component.

Individual Communications Plans will identify the:

- Purpose
- Audience
- Message
- Channel
- Product
- Lead

Refer to the attached Communication Plan template and example. This is intended as a tool for staff and is not intended to be a cumbersome addition to the project workload.

9.0 Communications Materials

- All materials must adhere to Policy GEN-01: LRCA Visual Identity Guide
- Any social media materials must adhere to Policy GEN-03: Social Media
- For instances involving the media, adherence to Policy GEN-13: Media Relations is required
- Only maps that have been created by the LRCA's GIS staff are to be used, especially if it is for the public

10.0 Signage

Signage is to be regularly reviewed and enhanced by staff as necessary. In order to not overwhelm visitors to Conservation Areas with unnecessary signage and to avoid clutter, most signage should be limited to the entrances to Conservation Areas, around the parking lot area, outhouses, pay and display units, coin boxes, and trail heads. Signage along trails should be limited to wayfinding signage and strategically placed interpretive panels.

Each Conservation Area requires signage that includes standardized liability and emergency contact information, and signage that outlines prohibited and permitted activities, payment signage where applicable, and signage that is site-specific (i.e., boat launch areas, etc.). Any signs related to visitor health and safety and permitted/prohibited activities is to be erected wherever necessary.

Signage is to be repaired and replaced as necessary.

11.0 Natural Hazards Communications

The Development Regulations Officer, Watershed Manager and CAO are responsible for maintaining and updating the LRCA's Flood Warning System, which outlines the processes for developing and issuing Flood Messages, as well as outlining the roles and responsibilities of staff, outside agencies and other stakeholders. Two versions of the Flood Warning System Binder are to be prepared annually:

- Internal Version
 - Issued to applicable staff (CAO, Watershed Manager, Lands Manager, GIS/Water Resources Technologist, Development Regulations Officer), and Master File Copy
- External Version
 - Issued to all Member Municipalities, Ontario Power Generation (OPG), MNRF District Office, Fort William Historical Park, and Master File Copy

As part of the Flood Warning System, a Flood Forecasting Contact Booklet is also prepared annually and distributed to staff and applicable stakeholders and partners.

The issuing of Flood Messages is the responsibility of the Watershed Manager or their designate, as per the protocols listed in the Flood Warning System.

Website updates and social media posts during a Flood Emergency are the responsibility of the Communications Manager or their designate, as per instructions in the Flood Warning System Binder.

12.0 Public Events and Outreach

Staff regularly attend public events hosted by other organizations, as well as events and outreach/education programming developed and delivered by the Authority. Staff are to conduct themselves in a professional manner, only comment on program areas that fall within their purview or for which they are authorized to speak about, and provide contact information for applicable staff if unable to address concerns or comments from the public/participants, etc. Staff should endeavour to wear LRCA-branded clothing or their issued nametags when representing the Authority in a professional capacity. Staff should carry their issued business cards at public events.

Displays used for public events and outreach programming are the responsibility of the Communications Manager to develop and design, with input from applicable staff, or be reviewed by the Communications Manager when not designed by that position.

13.0 Advertising and Promotion

Advertising and promotion initiatives are typically budgeted for in the Communications Manager's annual budget and includes specific line items for paid social media advertising, promotional items, advertising campaigns in The Walleye and Bayview magazines and municipal newsletters, as well as discretionary advertising funds, to be used at the discretion of the Communications Manager in consultation with the CAO.

Consistent paid advertising is utilized primarily to advertise and support:

- Explore Card Parking Pass sales
- Special events
- Fundraising ticket sales (i.e., Conservation Dinner & Auction; Wine Tasting & Dinner at Whitewater, etc.)
- General awareness campaigns

As other items arise throughout a given year, advertising and promotion funds are allocated as relevant and as required.

14.0 Media Releases and Public Service Announcements

The LRCA regularly issues Public Service Announcements (PSA) and Media Releases (MR), separate from Flood Messages (collectively known as press releases). PSAs are utilized to showcase upcoming special events and typically outline a time, date and location for an event, or a photo opportunity. Media Releases are utilized when more information is required, in anticipation of a possible story feature or if more than a few lines of information is required. There are dedicated PSA and MR distribution lists.

Issuing a Press Release:

- project lead drafts the content of the release
- submit to CAO for approval
- project lead can either put the content into the applicable MR or PSA format or provide to the Communications Manager to correctly format
- provide approved press release to the Communications Manager for distribution to issue a press release.
- Physical copies of the press release, stamped with the method of release (i.e., e-mailed or faxed) and labelled with the date and time of release are to be provided to:
 - LRCA Chair (also e-mail scanned copy of the stamped release)
 - CAO
 - Master File Copy
 - Other applicable staff, if required/as necessary

15.0 Attachments

- Communication Plan template
- Communication Plan example

COMMUNICATIONS PLAN

| PROJECT: | | | | | |
|--|--|---|---|------------------------------------|---|
| DATE: | | | | | |
| DESCRIPTION: | | | | | |
| PURPOSE | AUDIENCE | MESSAGE | CHANNEL | PRODUCT(S) | LEAD(S) |
| Identify purpose of the communication. | Identify target audience of the communication. | Outline general message of the communication. | Define channel to be used to communicate message. | Identify communication product(s). | Identify staff lead(s) responsible for product. |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

COMMUNICATIONS PLAN

| PROJECT: Floodplain Mapping Update – McVicar Creek | | | | | |
|---|---|---|--|---|---|
| DATE: August 2019 | | | | | |
| DESCRIPTION: The LRCA has hired Hatch to oversee the completion of updated floodplain mapping along McVicar Creek during the fall of 2019. | | | | | |
| PURPOSE | AUDIENCE | MESSAGE | CHANNEL | PRODUCT(S) | LEAD(S) |
| <i>Identify purpose of the communication.</i> | <i>Identify target audience of the communication.</i> | <i>Outline general message of the communication.</i> | <i>Define channel to be used to communicate message.</i> | <i>Identify communication product(s).</i> | <i>Identify staff lead(s) responsible for product.</i> |
| -Inform affected residents of project | -Residents and property owners along McVicar Creek | -In order to better protect life and property from the hazards of flooding and erosion, the LRCA will be updating its floodplain mapping in the McVicar Creek area. | -Direct mail-out | -Letter -Map -Fact sheet | -Watershed Manager -GIS Tech. -Communications Manager |
| -Educate the public as to why the project needs to occur | -General public | -Updated floodplain mapping allows the LRCA to better protect residents of the Lakehead Watershed. | -Social media | -Social media post -Infographic | -Communications Manager |
| -Provide a forum for public feedback and Q&A | -General public | -The LRCA is hosting a public open house at its administrative office on September 1, 2019 | -Public open house | -Display panels -Fact sheet -Map -Comment form | -Hatch -Watershed Manager -GIS Tech. |
| -Inform general public of project | -General public | -Project info. and open house info. | -Broadcast and print media -Website -E-Newsletter | -Media release | -Watershed Manager -Communications Manager |



| | | | |
|----------------------|--------------------------------------|-------------------|--------------------|
| PROGRAM AREA | POLICY | REPORT NO. | POLICY-FIN-01-2022 |
| DATE PREPARED | October 31, 2022 | FILE NO. | |
| MEETING DATE | November 23, 2022 | | |
| SUBJECT | Tangible Capital Asset Policy Update | | |

RECOMMENDATION

Suggested Resolution

"THAT: Finance Policy FIN-01-2022: Tangible Capital Assets, Version 3.0 be adopted."

LINK TO STRATEGIC PLAN

Govern and Enhance:

- *Build a resilient financial model based on capacity, capabilities and transparency.*

EXECUTIVE SUMMARY

The Authority's Tangible Capital Asset Policy, Version 2.0 approved May 3, 2017 (Resolution #67/17) required that the policy be updated every five years for Land Improvements and Buildings and Building improvements, and every three years of all other Tangible Capital Assets. Staff have reviewed the policy and recommend that the review of the Tangible Capital Assets Policy be every three years for all asset types. Staff recommend that Version 3.0 be adopted, with the next review scheduled to be completed in three years (i.e., 2025).

DISCUSSION

The Authority currently has a Tangible Capital Asset Policy that was approved on May 3, 2017 (Resolution #67/17) that requires the policy to be reviewed every five years for Land Improvements and Buildings and Building improvements, and every three years of all other Tangible Capital Assets. Staff have reviewed the policy and recommend that the review of the Tangible Capital Assets Policy be every three years for all asset types.

The purpose of this policy is to provide the accounting guidelines for consistent recording and reporting of Tangible Capital Assets as required by the Public Sector Accounting Board (PSAB) Section PS 3150. The policy will guide the preparation of the Financial Statements so that they comply with generally accepted accounting principles for tangible capital assets.

FINANCIAL IMPLICATIONS

All Tangible Capital asset that exceed \$5,000 are capitalized with exception of land; all land is capitalized regardless of its value. Additionally, all pooled assets with an aggregate cost of \$5,000 and greater must be capitalized.

CONCLUSION

Staff have reviewed the policy and recommend that the review of the Tangible Capital Assets Policy be every 3 years for all asset types. The policy will be reviewed in three years (i.e., 2025).

BACKGROUND

In January 2012, the Authority adopted the Tangible Capital Asset Policy (resolution #14/12) to provide accounting guidelines that are required under PSAB section PS 3150 and also ensure that the Financial Statements of the Authority comply with generally accepted accounting principles. The Tangible Capital Asset Version 2.0 was reviewed in May 2017 (resolution #67/17). No changes were adopted at that time.

REFERENCE MATERIAL ATTACHED

Tangible Capital Asset Policy, Version 3.0

PREPARED BY: Mark Ambrose

| | |
|--|-------|
| THIS REPORT SIGNED AND VERIFIED BY: | DATE: |
| Tammy Cook Chief Administrative Officer | |



LAKEHEAD REGION
CONSERVATION AUTHORITY

Tangible Capital Asset Policy

Policy: FIN-12

November 23, 2022

Version: 3.0

PREPARED BY:

Mark Ambrose

| VERSION | APPROVAL DATE | RESOLUTION # |
|----------------|----------------------|--|
| 1.0 | January 25, 2012 | #14/12 |
| 2.0 | May 3, 2017 | #67/17 |
| 3.0 | November 23, 2022 | Review of TPA and amortization methods with external auditors. |
| | | |
| | | |

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EXECUTIVE SUMMARY

The purpose of this policy is to provide the accounting guidelines for consistent recording and reporting of tangible capital assets (TCA) as required by the Public Sector Accounting Board (PSAB) Section PS 3150. It will guide the preparation of the financial statements that will comply with generally accepted accounting principles for tangible capital assets.

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1 DEFINITIONS

(i) Amortization

Amortization (or depreciation as it is also referred) is the systematic allocation of costs of a tangible capital asset less its estimated salvage value to the accounting periods for which the tangible capital asset will have an economic useful life. The amortization should be accounted for as an expense on the statement of financial activities.

(ii) Asset Impairment

Asset impairment occurs when the financial statement-carrying amount of a long-lived asset or asset group exceeds its fair value and is not recoverable. Impairment loss is the amount by which the carrying value exceeds an asset's fair value. A write down is used to reflect a partial impairment in the value of an asset. A write off is used to reflect total impairment in the value of an asset.

(iii) Betterment/Improvement

A betterment or improvement is considered a subsequent expenditure on a tangible capital asset that:

- a. Increases previously assessed physical output or service capacity;
- b. Lowers associated operating costs;
- c. Extends the useful life of the asset; or
- d. Improves the quality of the output.

(iv) Capital Lease

Leases are classified as either capital leases or operating leases. A capital lease is a lease with contractual terms that transfer substantially all the benefits and risks inherent in ownership of property without necessarily transferring legal ownership.

(v) Capitalization Threshold

Capitalization threshold defines the minimum dollar threshold that is used to assist in determining which expenditures will be capitalized as assets, and subsequently amortized, and which expenditures will be treated as current year expenses.

(vi) Component Asset

The component approach groups similar assets, with similar useful lives, by major components. Each component of an asset with a different useful life is accounted for and amortized separately. Expenditure on replacing or renewing any component is capitalized and the carrying amount of the replaced or renewed component is written off.

(vii) Contributed Assets

Contributed assets are capital assets acquired without cash outlay. Contributed assets are valued at fair market value when the asset is placed into productive use/service.

(xiii) Fair Value

Fair value is the amount of the consideration that would be agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

(ix) Materiality

Information is material if its omission or misstatement could influence the economic decisions of users taken on the basis of the financial statements. Materiality depends on the size of the item or error judged in the particular circumstances of its omission or misstatement. Materiality provides a threshold or cut off point rather than being a primary qualitative characteristic which information must have if it is to be useful.

(x) Net Book Value

Net book value is the original acquisition cost less both the accumulated amortization and the amount of any write-downs.

(xi) Pooled Assets

Pooled assets are those that have a unit value below the capitalization threshold but have a material value when the costs are aggregated. Pooled assets are recorded as a single asset with one combined value. Each unit of the pooled asset is recorded in the asset sub-ledger for monitoring and control of its use and maintenance. Examples are personal computers, furniture, or equipment.

(xii) Single Asset

Under the single asset approach, the entire system is accounted for as one asset. As components are replaced, they are simply expensed as repairs and maintenance. The single asset approach applies a single period of amortization across the entire asset regardless of whether the individual components have varying useful lives.

(xiii) Tangible Capital Assets:

Definition:

"Tangible capital assets are non-financial assets having physical substance that:

- a) Are held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance or repair of other tangible capital assets;
- b) Have useful economic lives extending beyond one year;
- c) Are to be used on a continuing basis; and,
- d) Are not for sale in the ordinary course of operations."

Criteria:

Before an item can be recognized as a tangible capital asset for financial reporting purpose, it must satisfy two criteria:

- a) It must satisfy the definition of a tangible capital asset; and
- b) It must have a cost or other value that can be reliably measured.

Items whose value is not measurable or reasonably estimable cannot be recognized within the financial statements totals. Although they should be mentioned in the Notes to the financial statements.

(xiv) Useful Life

Useful life is the estimate of either the period over which a tangible capital asset is expected to be used, or the number of production or similar units that can be obtained from the tangible capital asset.

2 BACKGROUND

The Public Sector Accounting Board (PSAB) released new standards for the recording of tangible capital asset for the fiscal years beginning after January 1, 2009. The new standards, defined in PSAB Handbook 3150, require all tangible capital assets to be recognized as assets on the statement of financial position. The assets will then be amortized over their useful lives, with the related amortization recorded as expenses on the statement of financial activities.

The objective of Section PS 3150 is to require the accounting treatment of tangible capital assets so that users of the financial statements can familiarize themselves about the organization's investments in its tangible capital assets and the changes in those investments over time. The principal issues in accounting for tangible capital assets are the recognition of the assets, the determination of their carrying amounts and the recognition of any amortization and impairment losses.

3 ASSET CATEGORIES

3.1 *Tangible Capital Assets*

Tangible Capital Assets (TCA) include: land, land improvements, buildings and building improvements, furniture and fixtures, machinery and equipment, vehicles, capital work in progress, computers and computer software, and infrastructure.

3.1.1 *Land*

Land is defined as real property in the form of a plot, lot or area. This includes all expenditures made to acquire land and to ready it for use where the improvements are considered permanent in nature and includes purchase price, closing costs, grading, filling, draining, and clearing, removal of old buildings (net of salvage), assumption of liens or mortgages, and any additional land improvements that have an indefinite life. The costs associated with improvements to land are added to the cost of the land if those improvements can be considered permanent (such as re-grading or filling of the land). Land may include land for administrative buildings, parks, playground fields and open space. Land excludes: forests, water and other mineral resources and land held for resale.

3.1.2 *Land Improvements*

Land Improvements consist of betterments, site preparation and site improvements (other than buildings) that ready land for its intended use, which generally decay or break down over time. Land improvements that are removable and can degrade or deplete over the course of time through use or due to the elements, should be separately capitalized and their value amortized over the useful life of the improvement.

Land Improvements may include: construction of driveways, irrigation systems, landscaping, man-made lakes, man-made canals and road ramps, parking lots, pathways and trails, patios, playgrounds, retaining walls, sidewalks, and water fountains.

3.1.3 *Buildings and Building Improvements*

Buildings and building improvements include all structures that provide shelter from the elements, which function independent of an infrastructure network. A building may be segmented by significant component parts based on useful life. This treatment provides for capital replacement of each component over the years of ownership. This category includes capital and betterments to general capital buildings that are owned by the authority.

Buildings and building improvements may include: office buildings, recreational facilities, cultural facilities, pavilions, change rooms, park washrooms, band shells, barns, maintenance garages, and leasehold improvements.

3.1.4 Furniture and Fixtures

Furniture and fixtures includes fixed or moveable tangible capital assets to be used for operations, the benefits of which extend beyond one year from the date of receipt.

Furniture and fixtures may include: office furnishings, appliances.

3.1.5 Machinery and Equipment

Machinery and equipment consist of an apparatus, tool, device, implement or instrument that likely uses energy to facilitate a process, function or completion of a task. It may be installed within a building but is generally capable of being moved and reinstalled at a different location.

Machinery and equipment may include: fleet maintenance equipment, tractors, lawnmowers, recreation equipment, heavy machinery, instrumentations, maintenance equipment, monitoring equipment and operating equipment.

3.1.6 Vehicles

Vehicles are defined as a means of transportation, usually having wheels for transporting persons or things or designed to be towed behind such an apparatus. They often require a license to operate.

Vehicles may include: cars, trucks, boats, snowmobiles, all-terrain vehicles and trailers.

3.1.7 Capital Work in Progress

Capital work in progress is the cost of tangible capital assets under construction, constructed or in an uncompleted process of acquisition that are not yet in service. These projects are individually segmented and are capitalized if costs exceed threshold limits.

3.1.8 Computers and Computer Software

Computers and computer software consists of hardware and software that can be considered a component of, is typically attached to, or communicates with an information system. It encompasses processing units, memory apparatus, input and output devices, storage devices, connectivity equipment, printers and copiers. This IT infrastructure is capitalized if each purchase or project meets threshold limits. Computers and printers, scanners, photocopiers, etc. are capitalized if purchased in volume and the volume exceeds the threshold limit.

Computers and computer software may include: computer software, computer hardware, networks, servers, computers, telephone networks, communication systems, printers, A/V equipment, scanners and photocopiers.

3.1.9 Infrastructure

Infrastructure includes assets that are generally constructed or arranged in a continuous and connected network.

Infrastructure may include: flood and erosion control systems, catwalks, sidewalks, bridges, culverts, drainage ditches, electrical, meters, reservoirs, roads, tanks, septic systems, streetlights, water systems and hydro systems.

3.1.10 Donated or Contributed Assets

A tangible capital asset may be gifted or contributed by an external third party with no cash outlay. The cost of a contributed asset is considered equal to its fair value at the date of contribution. Fair value of a contributed tangible capital asset may be estimated using market or appraisal value. Contributed capital assets include tangible capital asset received in lieu of a developer charge. Cost may be determined by an estimate of replacement cost. Ancillary costs should be capitalized.

In unusual circumstances, where it is impossible to estimate its fair value, the tangible capital asset would be recognized at nominal value.

3.1.11 Intangible Assets

Intangible assets include works of art and historical treasures. The cost of items of historical significance or works of art is not consumed in the normal operations nor is it possible to estimate the future economic benefit associated with these items. These items are not recognized as tangible capital assets but their existence is disclosed in the notes to the financial statements.

3.1.12 Capital Lease

A Capital lease is a lease with contractual terms that transfers substantially all the benefits and risks inherent in ownership of property from the lessor (owner of property) to the lessee. One or more of the following conditions must be met:

- a) There is reasonable assurance that the lessee will obtain ownership of the leased property by the end of the lease term.
- b) The lease term is of such duration that the lessee will receive substantially all of the economic benefits expected to be derived from the use of the leased property over its life span.
- c) The lessor would be assured of recovering the investment in the leased property and of earning a return on the investment as a result of the lease agreement.

4 POLICY STATEMENTS

4.1 Acquisition Date

The acquisition date of a tangible capital asset is the earliest of:

- a) The date on which the tangible capital asset being constructed is complete and ready for use; or
- b) The date the legal ownership of the tangible capital asset is transferred to the Lakehead Region Conservation Authority.

4.2 Administration Costs

The administrative costs to put an asset into operation are to be capitalized, but general administrative overhead not directly attributable to the asset is not to be capitalized.

4.3 Amortization

The amortization of the costs of tangible capital assets is accounted for as expenses in the statement of financial activities. The cost, less any salvage value, of a tangible capital asset with a limited life should be amortized over its useful life in a rational and systematic manner appropriate to its nature and use. The amortization method and estimate of useful life of the remaining portion should be reviewed on a regular basis and revised when the appropriateness of a change can be clearly demonstrated.

Generally, the straight line method for calculating amortization on an annual basis is applied and expensed monthly. Specifically, the cost of the asset is written off and expensed evenly over the useful life of the asset. Annual amortization is equal to the cost of the tangible capital asset less any residual value, divided by the useful life.

See Schedule A for a summary of amortization by asset category.

4.4 Asset Impairment

When conditions indicate that a tangible capital asset is no longer contributing to the ability to provide goods and services, or that the value of future economic benefits associated with the tangible capital asset is less than its net book value, the cost of the tangible capital asset should be reduced to reflect the decline in the asset's value.

A write down is used to reflect a partial impairment in the value of an asset. A write off is used to reflect total impairment in the value of an asset.

The net write-downs of tangible capital assets are accounted for as expenses in the statement of financial activities. These transactions cannot be reversed.

Tangible capital assets are written off in instances where they are destroyed, stolen, lost, sold or obsolete. The write off of an asset requires approval by a properly authorized officer. Any abandoned or indefinitely postponed projects must be written down to their net realizable value and charged to the period in which the abandonment or indefinite postponement occurs.

When the reduction in the value of the asset can be objectively estimated and it is expected to be permanent, the asset must be written down. Conditions that indicate a write down is necessary include:

- A change in the extent or manner in which the tangible capital asset is used;
- Removal of the asset from service;
- Physical damage;
- Significant technological developments;
- A decline in, or cessation of the need for the service provided by the asset;
- A decision to halt construction of the asset before it is complete or in useable or saleable condition; or
- A change in the law or environment affecting the extent to which the asset can be used.

4.5 Betterment

Costs of betterments are considered to be part of the cost of a tangible capital asset and would be added to the cost of the related asset. Betterments are a cost incurred to enhance the service potential of a tangible capital asset. In general, service potential may be enhanced when there is an increase in the previously assessed physical output or service capacity, where associated operating costs are lowered, the useful life of the property is extended or the quality of the output is improved. Betterments result from replacements, additions, upgrades and rearrangements.

When recording betterments, the cost of the betterment should not simply be added to the original cost of the asset. In some cases, a partial disposal of the existing asset that was improved occurs. The accumulated amortization relating to the disposal of the existing asset should also be removed.

The minimum materiality threshold limit for the capitalization of betterments is equal to or greater than 30% of the historical cost of the related asset and these costs may or may not meet the capitalization threshold for the main asset class; and one of the following criteria is met:

- a) the estimated life of the asset is extended by more than 25%;
- b) the cost results in an increase in the capacity of the asset; or
- c) the efficiency of the asset is increased by more than 10%.

All other expenditures beyond the description of betterments are considered a repair or maintenance and expensed in the current year.

4.6 Capital Leases

When a capital lease is recorded, the asset is treated as an acquisition of a tangible capital asset and thereby sets up a liability. A lease may be recorded as an operating lease when the net present value of the future minimum lease payments or fair value, whichever is less, is less than \$5,000.

4.7 Capital Work in Progress

The cost of a tangible capital assets which meet the related threshold and are under construction or preparations that are not complete and not ready to be made operational should be recorded as Capital Work in Progress in the financial statements.

Amortization should not be recorded on any work in progress until it is transferred into the specific tangible asset category on the asset register indicating it is operational.

4.8 Capitalization Thresholds

All tangible capital asset exceeding \$5,000 are capitalized with the exception of land; all land is capitalized regardless of its value. Additionally, all pooled assets with an aggregate cost of \$5,000 and greater must be capitalized.

| Asset Category | Method of Amortization | Capitalization Threshold | Asset Pooled | Asset Componentized |
|---------------------------|-------------------------------|---------------------------------|---------------------|----------------------------|
| Land | None | All Land | N | N |
| Land Improvements | Straight Line | \$ 5,000 | N | N |
| Buildings | Straight Line | \$ 25,000 | N | Y |
| Furniture and Fixtures | Straight Line | \$ 5,000 | N | N |
| Machinery and Equipment | Straight Line | \$ 5,000 | Y | N |
| Vehicles | Straight Line | \$ 5,000 | N | N |
| Capital Works in Progress | None | \$ 5,000 | Y | N |

| | | | | |
|--------------------------------|---------------|----------|---|---|
| Computer and Computer Software | Straight Line | \$ 5,000 | Y | N |
| Infrastructure | Straight Line | \$ 5,000 | N | N |

See Schedule A for a summary of capitalization thresholds by asset category.

4.9 Componentization

Tangible capital asset may be accounted for using either the single asset or component approach. Many tangible capital assets consist of a number of components; with complex assets, the assets will be broken into unique components. Whether the component approach is to be used will be determined by the usefulness of the information versus the cost of collecting and maintaining information at the component level.

Factors to consider when determining whether to use a component approach include:

- a) major components have significantly different useful lives and consumption patterns than the related tangible capital asset.
- b) value of components in relation to the related tangible capital asset.

Tangible capital asset Building and building improvements category in particular may be recorded using the component approach. Major components are grouped together when the assets have similar characteristics and estimated useful lives or consumptions rates.

4.10 Disposal

On disposal of an asset, the historical cost and accumulated amortization must be removed from the books. The difference between the net proceeds on disposal and the net book value must be recorded in the statement of financial activities as a gain or a loss for the accounting period.

4.11 Estimating

When the historical cost cannot be accessed or identified, the following are methods that may be used to determine a reasonable estimate for the historical cost.

- a) discounted reproduction cost (measures the current cost of reproducing the same asset into the same physical form and discounted to the year of acquisition using an index).

- b) discounted replacement cost (measures the current cost of replacing the asset in a different physical form but with the same productive capacity and then discounted to the year of acquisition using an index); or
- c) professional appraisal (a professional assessment of what an asset is worth based on its current age and condition. This value is then discounted to the cost at the time of acquisition using an index).

For audit purposes, a consistent method will be applied across an asset category when applying cost estimation.

4.12 Estimated Useful Life

A tangible capital asset must have an estimated useful life greater than one reporting period to be considered for capitalization and amortization. All tangible capital assets except land will be assigned a useful life appropriate to that asset. Land has an unlimited useful life and is not subject to amortization.

Estimated useful life means the estimated number of months or years that an asset will be able to be used for the purpose for which it was purchased or constructed. The physical life of a tangible capital asset may extend beyond its useful life.

Estimating useful life of tangible capital assets is a matter of judgment based upon experience and should be applied on a consistent basis. Factors to be considered in estimating the useful life of an asset include:

- a) expected future usage;
- b) technical obsolescence;
- c) expected wear and tear through the passage of time;
- d) maintenance program;
- e) weather/seasonal conditions;
- f) capacity versus actual usage;
- g) changes in demand for services; and

The service potential of a tangible capital asset is normally consumed through usage; however, factors such as obsolescence, excessive wear and tear, deferral of regular maintenance or other events could significantly diminish the service potential that was originally anticipated.

The estimated useful life of a tangible capital asset category and remaining useful life of individual tangible capital assets should be reviewed on a regular basis and revised when appropriate.

4.13 Pooled Assets

Pooled assets are those that have a unit value below the capitalization threshold but have a material value when the costs are aggregated. Pooled assets are recorded as a single asset with one combined value. Each unit of the pooled asset is recorded in the asset sub-ledger for monitoring and control of its use and maintenance.

See Schedule A for a summary of pooled assets by asset category.

4.14 Repair or Maintenance

Repair or Maintenance expenses are incurred to repair or maintain the pre-determined service potential of a tangible capital asset to the end of its current useful life. These expenses do not enhance the functionality, capacity, usability, quality or efficiency of the tangible capital asset. Such costs should be recorded as an expense in the fiscal year in which they were incurred.

Repair and Maintenance expenses include:

- a) replacement of individual units or parts of a tangible capital asset due to age, wear and tear and damage in order to maintain the tangible capital asset in the operating condition without significantly enhancing the functionality, capacity, usability and efficiency of the tangible capital asset;
- b) costs incurred to service or maintain the tangible capital asset until the end of its estimated useful life, where the estimated useful life is expected not to extend beyond a fiscal year;
- c) repairs, to restore tangible capital assets to prior condition;
- d) routine cleaning and servicing of equipment; and
- e) costs that must be incurred in order to realize the benefits previously projected from the tangible capital asset.

Costs that maintain the existing service level of an asset should be expensed in the fiscal year incurred and not recorded as a cost of the asset.

4.15 Salvage Value

Salvage value is the estimated value of a tangible capital asset at the end of its useful life. The salvage value of a tangible capital asset is its remaining value after it has been fully amortized. This is also known as residual value or scrap value. At the time of acquisition, it is very difficult to determine the salvage value; therefore, the salvage value will be deemed to be zero when calculating the amortization expense for a tangible capital asset.

4.16 Trade In's

A trade in occurs when an asset is disposed and replaced with a new asset through the same supplier in the same transaction. This transaction should be accounted for as two separate entries. The trade in value should be treated as proceeds of disposal and is used in calculating the gain or loss on the disposal of the assets being traded in. The new asset acquired is recorded at its full cost; trade in value for the disposed asset does not affect cost.

4.17 Valuation

Tangible capital assets should be recorded at historical cost or estimated historical cost if the actual historical cost is unknown. The historical cost of tangible assets includes all costs directly related to the acquisition, construction, development or improvement to the tangible asset. It includes all costs directly attributable to bringing the tangible capital asset to a condition ready for use.

4.17.1 Costs

These costs may include, but are not limited to:

- a) direct material and labour costs incurred during construction of a tangible capital asset;
- b) professional fees charged by an outside third party for services rendered such as appraisal, application, survey, inspection, design, engineering, architectural, environmental assessments and other similar types of activities;
- c) an appropriate share of overhead and indirect costs such as salaries and wages that can be directly attributable to the acquisition, development and construction of a tangible capital asset;
- d) the costs of an improvement that is incurred subsequent to the initial acquisition or construction of a tangible capital asset, such as an addition of a lane to an existing road;
- e) land acquisition costs, such as purchase price, appraisal fees, brokerage fees, survey fees and legal fees;
- f) interest costs incurred by borrowing during the acquisition, construction or production of the asset to get the asset ready for its intended use. Once the asset is operational, the interest costs are no longer to be capitalized;

- g) miscellaneous costs such as handling, freight and transportation insurance charges to the point of initial use, non-refundable taxes and duties; and
- h) net of any discounts or rebates.

5 DISCLOSURE REQUIREMENTS

5.1 *Financial Statements*

The financial statements should disclose the following items for each major tangible capital asset category:

- a) cost at the beginning of the fiscal year;
- b) additions during the fiscal year;
- c) disposals during the fiscal year;
- d) the amount of any write-down in the fiscal year;
- e) the amount of amortization of the costs of tangible capital assets for the fiscal year;
- f) accumulated amortization at the beginning and end of the fiscal year; and
- g) net carrying amount at the beginning and end of the fiscal year.

The Financial Statements should also disclose the following information:

- a) amortization method used, including the amortization period or rate for each major category of tangible capital assets;
- b) The net book value of tangible capital assets not being amortized because they are Capital Work in Progress or have been removed from service;
- c) The nature and amount of contributed tangible capital assets received in the fiscal year and recognized in the financial statements;
- d) The nature and use of tangible capital assets recognized at nominal value;
- e) The nature of the works of art and historical treasures held by the Authority; and
- f) The amount of interest capitalized in the fiscal year.

5.2 Impairment of Assets

When conditions indicate that a tangible capital asset no longer contributes to the operations or the value of the future economic benefit is less than its net book value, the cost of the tangible capital asset should be reduced. The net write-downs associated with these impairments should be recorded as expenses.

A write-down is an adjustment to the cost of an asset. A corresponding adjustment is made to the accumulated amortization and the net adjustment is reported as an expense in the statement of operations. The revised cost of the asset should be amortized over the remaining useful life of the asset.

5.3 Leased Assets

Leased assets that are capital leases and meet the definition of a tangible capital asset are accounted for as both a tangible capital asset and as a liability. The value of the leased tangible capital asset and the amount of the lease liability, recorded at the beginning of the lease term, would be the present value for the minimum lease payments, excluding the portion relating to executory costs.

5.4 Surplus Assets

When assets have been deemed surplus, they are no longer matching the definition of tangible capital asset. The assets and its related amortization can be disclosed separately from tangible capital assets until disposal. When disposed, the reporting should follow the disposal guideline of 4.10 above.

6 MANAGEMENT OF ASSETS

6.1 Asset Register

The Asset Register will be maintained on an on going basis. The Finance Department will communicate to all staff the reporting and recording requirements to be followed to facilitate the appropriate capitalization of all assets. The asset register will be a complete and accurate list of all LRCA assets.

6.2 Inventory Count

An inventory count of moveable assets should be undertaken on a regular basis and the corresponding asset count should be updated accordingly (recognition/write-downs).

6.3 Inventory Records

An inventory record of capital assets is required and will be recorded on an asset register. At a minimum, each inventory record should include:

- a) name of asset
- b) identification number;
- c) description;
- d) location;
- e) asset category;
- f) cost or estimated cost;
- g) estimated useful life;
- h) amortization method;
- i) salvage value;
- j) date of acquisition;
- k) date of disposal;
- l) method of acquisition.

The record should also indicate the department that manages the asset. The inventory should be continuously updated for activity and implement an inventory count on a regular basis.

7 REVIEW SCHEDULE

Threshold and amortization methods are to be reviewed by LRCA staff in consultation with the external auditors:

| Asset Category | Frequency |
|-------------------------------------|----------------|
| Land | Not Applicable |
| Land Improvements | Every 3 Years |
| Buildings and Building Improvements | Every 3 Years |
| Furniture and Fixtures | Every 3 Years |
| Machinery and Equipment | Every 3 Years |
| Vehicles | Every 3 Years |
| Capital Works in Progress | Every 3 Years |
| Computers and Computer Systems | Not Applicable |
| Infrastructure | Every 3 Years |

Schedule A

Asset Classification (continued) **Schedule 'A'**

| Asset Category | Description | Capital Costs | Asset Definitions | Assets Include: | Pool (P) | Method of Amortization | Capitalization Threshold |
|----------------------------------|---|--|--|--|-----------------|-------------------------------|---------------------------------|
| Building & Building Improvements | Buildings and building improvements include all structures that provide shelter from the elements which function independent of an infrastructure network. This category includes capital and betterments to general capital buildings that are owned by the authority. | Original purchase price or completed project costs including basic costs of material and labour or costs of a contractor. Costs to remodel, recondition or alter a purchased building to make it ready to use for the acquired purpose. Costs of building permits, studies, tests, professional fees for title searches, architect, legal, engineering, appraisals, and environmental surveys. Operating costs such as temporary buildings used during construction | Office buildings; recreation facilities; cultural facilities; pavilions; change rooms; park washrooms; band shells; barns; indoor pools; landfill scale house; maintenance garage; marinas; temporary buildings; ticket kiosks; waste depots; trailers (office, camper); leasehold improvements. Improvements include major repairs that increase the value or useful life of the building such as structural changes, installation or upgrade of heating and cooling systems, plumbing, electrical, and telephone systems. | Office buildings Security Stations Health Facilities / EMS Stations Cultural facilities Pavilions Warehouse Museum Gatehouse Rental Centre Change rooms Park washrooms Outhouses Recreation Facilities Bus Transit Band shells (platforms e.g. concerts) Concession buildings Barns Maintenance garage Housing (Rentals) Ticket kiosks Waste depots Garage Maple Shack Sheds Trailers - Office, Camper etc. Storage Domes Library Marinas Landfill scale house | P | Straight Line | >\$25,000 |
| Furniture & Fixtures | Furniture and fixtures includes fixed or moveable tangible capital assets to be used for operations, the benefits of which extend beyond one year from date of receipt. | Original contract or invoice price, freight charges, sales taxes, and costs of reconditioning used items when purchased. | Furniture | | P | Straight Line | > \$5,000 |

Schedule 'A'

Asset Classification (continued)

[illegible]

Asset Classification (continued)

| Asset Category | Description | Capital Costs | Asset Definitions | Assets Include: | Pool (P) | Method of Amortization | Capitalization Threshold |
|-------------------------------|--|--|--|---|---|------------------------|--------------------------|
| Vehicles | Vehicles are defined as a means of transportation, usually having wheels for transporting persons or things, or designed to be towed behind such an apparatus. Often require a license. | Original contract or invoice price, freight charges, sales taxes, costs of reconditioning used items when purchased | Cars, trucks, boats, snowmobiles, all terrain vehicles and trailers. | Cars Trucks Vans Motorcycles Boats Utility vehicles / Gator All terrain vehicles Snowmobiles Trailers - for transporting Buses Security Vehicles Golf Cart | P P P | Straight Line | > \$5,000 |
| Capital Work in Progress | The cost of tangible capital asset under construction, constructed or in an uncompleted process of acquisition that are not yet in service. | Original purchase price or to date project costs including costs of material and labour or costs of a contractor. | Unfinished units | | | N / A | Capitalize Only |
| Computers & Computer Software | IT infrastructure consists of hardware and software that can be considered a component of, is typically attached to, or communicates with an information system. It encompasses processing units, memory apparatus, input and output devices, storage devices, connectivity equipment, printers and copiers. This IT infrastructure is capitalized if each purchase or project meets threshold limits. | Original contract price or invoice price, freight charges, sales taxes, installation charges, charges for testing and preparation, costs of reconditioning used items, parts and labour. | Computer software, computer hardware, infrastructure, computers, telephone network, printers, scanners and photocopiers. | Laptops Desktops Monitors Docking Stations Mouse Keyboard Servers Network Hardware Printers / Photocopiers / Scanners Software | P P P P P P P P P P | Straight Line | > \$5,000 |

Asset Classification (continued) **Schedule 'A'**

| Asset Category | Description | Capital Costs | Asset Definitions | Assets Include: | Pool (P) | Method of Amortization | Capitalization Threshold |
|----------------|---|---|--|---|-----------------------|------------------------|--------------------------|
| Infrastructure | Infrastructure includes linear assets that are generally constructed or arranged in a continuous and connected network. | Original purchase price or completed project costs including costs of material and labour or costs of a contractor. | Catwalks; bridges; culverts; drainage ditches; electrical; guard rails; lagoons; land under buildings/roads; meters; reservoirs; retaining walls; roads; street lights; tanks; wells; septic systems; hydro systems; and water control structures. | Berms / Erosion Control Structures Bridges Culverts / Aqueduct Dams / Weirs / Embankment / Flood Control Structures Drainage ditches/system Fencing Signage Guard rails Pay and Display Noise walls Parking meters Pipe systems / Pipelines Reservoirs Retaining walls Roads Sidewalks Street lights Traffic signals Surface lots/Parking lots Tanks Wells Waterfront Structures Septic Systems Gas (utility) system Electrical / Hydro system (incl poles) Solar power system Driveways Irrigation systems Compost Pads/Ponds Storm Ponds Tunnels Rock Shelters Pumps Catch Basin Manholes Weather Stations | P P P P P | Straight Line | > \$5,000 |

**2022 TREASURER'S REPORT
MONTHLY EXPENSES**

| | 2022 BUDGET | October | TOTAL TO DATE | BALANCE REMAINING |
|--|------------------------|----------------|--------------------------|------------------------------|
| REVENUE | | | | |
| Provincial Grants | 843,613 | 137,750 | 438,749 | 404,864 |
| Municipal Levy | 1,733,332 | - | 1,733,332 | - |
| Self Generated | 233,788 | 26,380 | 376,632 | 142,844 |
| Other Revenue | 585,429 | 48,281 | 155,157 | 430,272 |
| TOTAL REVENUE | 3,396,162 | 212,411 | 2,703,869 | 692,293 |
| EXPENSES | | | | |
| Core Mandate Operating | | | | |
| Administration | 530,632 | 31,676 | 429,828 | 100,804 |
| Community Relations | 125,005 | 7,462 | 94,034 | 30,971 |
| Natural Hazard and Protection Management | 659,676 | 35,096 | 488,359 | 171,317 |
| Conservation and Management of Cons. Auth. Lands | 284,006 | 14,715 | 206,461 | 77,545 |
| Drinking Water Source Protection | 56,343 | 3,936 | 48,586 | 7,757 |
| Total Core Mandate Operating | 1,655,662 | 92,886 | 1,267,268 | 388,394 |
| Non Core Mandate Operating | | | | |
| Other Programming | 248,099 | 4,718 | 244,888 | 3,211 |
| Total None Core Mandate | 248,099 | 4,718 | 244,888 | 3,211 |
| Total Core and Non Core Mandate Operating | 1,903,761 | 97,604 | 1,512,156 | 391,605 |
| Core Mandate Capital | | | | |
| Natural Hazard and Protection Management | 1,049,401 | 27,057 | 333,949 | 715,452 |
| Authority Office | 195,500 | 5,088 | 28,737 | 166,763 |
| Conservation and Management of Cons. Auth. Lands | 247,500 | 19,893 | 58,335 | 189,165 |
| Total Core Mandate Capital | 1,492,401 | 52,039 | 421,020 | 1,071,381 |
| Total Operating and Capital | 3,396,162 | 149,643 | 1,933,176 | 1,462,986 |



| | | | |
|----------------------|---|-------------------|--------------|
| PROGRAM AREA | CORPORATE | REPORT NO. | CORP-13-2022 |
| DATE PREPARED | November 3, 2022 | FILE NO. | 7-1-1 |
| MEETING DATE | November 23, 2022 | | |
| SUBJECT | Conservation Authorities Act - Progress Report #3 | | |

RECOMMENDATION

Suggested Resolution

“THAT: Staff Report CORP-13-2022: Conservation Authorities Act Progress Report #3 be received AND FURTHER THAT Progress Report #3 be approved AND FURTHER THAT the report be forwarded to the Ministry of Natural Resources and Forestry.”

LINK TO STRATEGIC PLAN

All sections of the Strategic Plan are impacted.

EXECUTIVE SUMMARY

As outlined in LRCA’s Transition Plan, the third of six progress reports is due to the MNRF (formerly due to MECP) on January 1, 2023. Accordingly, Progress Report #3 is presented to the Board for approval as the November Board Meeting is the last meeting prior to the deadline. Once approved, the report will be forwarded to the Ministry prior to the deadline.

No further comments have been received from our Member Municipalities related to the Inventory of Programs; no changes have been made to the Inventory of Programs; and no progress has occurred on negotiating MOU’s regarding non-mandatory services. Recent proposed changes to the *Conservation Authorities Act* through Bill 23 may limit the LRCA’s ability to potentially provide Natural Heritage Planning Services related to the *Planning Act* as outlined in the LRCA’s Inventory of Programs, Category 2 programs.

DISCUSSION

As required in LRCA’s Transition Plan, the LRCA must report to the MNRF (formerly due to MECP) six times between July 1, 2022 and October 2023. Accordingly, the third Progress Report, which is due January 1, 2023, has been completed and is attached. As November is the last Board meeting prior to the due date, the report has been completed; however, the report will be updated before being submitted if warranted, with a subsequent report to the Board.

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 #3. Since the last report, no updates to the Inventory of Programs have been completed. Additionally, no further work has progressed related to negotiating a Memorandum of Understanding for the only Category 2 (Non-Mandatory Programs and Services at the Request of a Municipality) Program that will require municipal levy with the City of Thunder Bay related to providing Natural Heritage services. Some discussion has occurred with the Planning Department; however, staff will not initiate working on this program area until 2023, at which time the next Council will be in place. The earliest the program would be initiated is January 2024.

Recent changes proposed as part of Bill 23, *More Homes Built Faster Act*, 2022 may prohibit the LRCA from providing the proposed natural heritage Category 2 program in the future. Proposed changes will limit Conservation Authorities commenting role to only natural hazards, thereby prohibiting Conservation Authorities from being hired by municipalities to provide review services related to prescribed Acts, including the *Planning Act*. Staff will reassess moving forward the potential Category 2 program based on the outcomes of Bill 23.

Attachment #2 includes the updated *Progress Tracking of Deliverables Table*, dated November 3 2022.

FINANCIAL IMPLICATIONS

There are no direct financial implications at this time.

CONCLUSION

As mandated, the third of six Progress Reports has been prepared, which will be submitted prior to the January 1, 2023 deadline to the MNRF.

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

By Order-in-Council, the MNRF was re-designated as the Ministry responsible for administering the *Conservation Authorities Act* (from MECP) on August 29, 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).
- Progress Report #1 and Inventory of Programs and Services Version 2.0 (Resolution #80/22)
- Governance section on the LRCA website.
- Progress Report #2 (Resolution #105/22)
- Updated the Fee Policy and posted it on the website.

On October 25, 2022 Bill 23, *More Homes Built Faster Act*, 2022 was released. Depending on what is passed through the Bill, substantial changes will occur in the programs delivered by Conservation Authorities. Associated ERO postings include:

- ERO 019-6141: Legislative and regulatory proposals affecting conservation authorities to support the Housing Supply Action Plan 3.0
- ERO 019-6163: Proposed Planning Act and City of Toronto Act Changes
- ERO 019-6160: Proposed updates to the Ontario Wetland Evaluation System
- ERO 019-2927: Proposed updates to the regulation of development for the protection of people and property from natural hazards in Ontario
- ERO 019-6177: Review of a Place to Grow and Provincial Policy Statement
- ERO 0.19-6161: Conservation Ontario's Natural Heritage


REFERENCE MATERIAL ATTACHED

Attachment #1 - LRCA Progress Report #3

Attachment #2 – LRCA Progress Tracking of Deliverables – Transition Plan, Phase I and II Regulations, Revision date: November 3, 2022

PREPARED BY:

Tammy Cook, CAO

| | |
|--|---------------------------|
| THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer | DATE: November 3, 2022 |
|--|---------------------------|

LAKEHEAD REGION CONSERVATION AUTHORITY

Progress Report #3

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 - completed
2. October 1, 2022 - completed
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 | |
| | No changes have been made to the Inventory of Programs and Services since submitting Report #1 (Version 2.0 remains current). |
| 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. | |
| | Depending on the outcome of Bill 23, <i>More Homes Built Faster Act</i> , 2022, proposed Category 2 Program: Natural Heritage Planning Services, may be prohibited from being an eligible program provided to the City of Thunder Bay. This will negate the necessity to negotiate the MOU. |

Lakehead Region Conservation Authority**Progress Tracking of Deliverables – Transition Plan, Phase I and Phase II Regulations****Revision Date: November 3, 2022**

| Deliverable | Planned Timeline | Due Date | Status |
|--|--------------------------------|-------------------|---|
| 2021 | | | |
| Develop Transition Plan | | December 31, 2021 | Complete |
| Obtain Board approval of the Transition Plan | | November 24, 2021 | Complete Resolution #121/21 |
| 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 Resolution #80/22 |
| Update Governance Section on website and notify Minister | | January 1, 2023 | Complete July 18, 2022 |
| MECP Report #2 | September 29, 2022 | October 1, 2022 | Complete Resolution #105/22 |
| Update Fee Policy | | January 1, 2023 | Complete October 26, 2022 Resolution #116/22 |
| MECP Report #3 | December 16, 2022 | January 1, 2023 | |
| 2023 | | | |
| Prepare 2024 Budget Adhering to Legislation | January 1, 2023 to August 2023 | November 2023 | |
| MECP Report #4 | March 31, 2022 | April 1, 2023 | |

Lakehead Region Conservation Authority**Progress Tracking of Deliverables – Transition Plan, Phase I and Phase II Regulations****Revision Date: November 3, 2022**

| Deliverable | Planned Timeline | Due Date | Status |
|---|---------------------------|-------------------------------|---------------|
| 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 | |
| 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-14-2022 |
| DATE PREPARED | November 10, 2022 | FILE NO. | 7-1-1 |
| MEETING DATE | November 23, 2022 | | |
| SUBJECT | Bill 23, <i>More Homes Built Faster Act</i> | | |

RECOMMENDATION

Suggested Resolution

“THAT: Staff Report CORP-14-2022: Bill 23, More Homes Built Faster Act be received.”

“THAT: staff comments on the various Environmental Registry of Ontario postings related to Bill 23 as presented at the November 23, 2022 Board Meeting are endorsed **AND FURTHER THAT** the CAO is directed to post the comments on the Environmental Registry of Ontario.”

LINK TO STRATEGIC PLAN

All sections of the Strategic Plan are impacted.

EXECUTIVE SUMMARY

On October 25, 2022 Bill 23, *More Homes Built Faster Act*, 2022 was released, which is currently in second reading. The Bill, as drafted, has significant implications to both Conservation Authorities and their Member Municipalities. Conservation Ontario and Conservation Authorities, including the LRCA have been advocating for the removal of several sections from the Bill.

It is the opinion of staff that if Bill 23 is passed it will bring short term gains, which will result in long-term unintended consequences, including the loss of protection of natural heritage as well as putting people and property at increased risk from natural hazards. Increasing available housing in Ontario should not be at the expense of the environment or people's safety. The full impact to municipalities, specifically the downloading of Conservation Authority core mandate programs is unknown until the final version of the Bill is enacted.

Staff will present draft comments on the various Environmental Registry of Ontario postings at the Meeting for consideration.

DISCUSSION

On October 25, 2022 Bill 23, *More Homes Built Faster Act*, 2022 was released. The Bill is currently in second reading. Kevin Holland, MPP Thunder Bay-Atikokan is on the Standing Committee.

Depending on what is passed through the Bill, substantial changes will occur in the programs delivered by Conservation Authorities. Associated Environmental Registry of Ontario (ERO) postings include:

- ERO 019-6141: Legislative and regulatory proposals affecting conservation authorities to support the Housing Supply Action Plan 3.0
- ERO 019-6163: Proposed *Planning Act* and *City of Toronto Act* Changes
- ERO 019-6160: Proposed updates to the Ontario Wetland Evaluation System
- ERO 019-2927: Proposed updates to the regulation of development for the protection of people and property from natural hazards in Ontario
- ERO 019-6177: Review of a Place to Grow and Provincial Policy Statement
- ERO 0.19-6161: Conservation Ontario's Natural Heritage

Attached (attachment #1), is a summary table prepared by staff to summarize the various ERO postings related to Bill 23. The table also contains some general comments and potential issues to the Conservation Authority and our Member Municipalities. Additionally, Attachment #2, provides some additional comments on Conservation Ontario's key points related to the Bill.

Staff have shared information with each member municipality; shared information and discussed the Bill with Lise Vaugeois MPP; discussed the Bill multiple times with City of Thunder Bay Planning; conducted an interview with TBT News and tbnewswatch (Attachment #3); requested a meeting with Kevin Holland MPP, with no response. Additionally, Chair Donna Blunt, sent a letter to Premier Doug Ford regarding impacts to Conservation Authorities from Bill 23 (Attachment #4).

Conservation Ontario presented to the Standing Committee on November 9, 2022. Other larger Conservation Authorities were also presenting to the Committee. It has been reported that AMO's request to present to Standing Committee was denied. Many Conservation Authorities have also conducted media interviews and send letters to the Premier.

The main issues if the Bill is passed as written include (see attachment #1 for full summary):

1. Exempting the need for permits from the Conservation Authority where *Planning Act* approvals are in place
 - a. Would result in municipalities being downloaded CA core mandate work.
2. Prohibiting Conservation Authorities from providing comments on planning applications related to prescribed acts that are not related to natural hazards, thereby prohibiting municipalities deciding on who they hire to undertake this work on their behalf. Many municipalities rely on Conservation Authorities to provide this service to them. Currently the LRCA does not provide this service; however, was proposing to provide this service to the City of Thunder Bay as a Category 2 program, which would have been a fee-for-service through an Memorandum of Understanding.
3. Freezing permit and planning fees

- a. Goes against the user pay principle and essentially provides the developer a financial break at the cost of the taxpayer who will be left paying any unpaid costs for the service.
 - b. It has been reported that fees will be frozen as of January 1, 2023.
- 4. Similar to Municipal Zoning Orders (MZOs), a new tool called a Community Infrastructure and Housing Accelerator (CIHA) will be enabled, which allows the Minister to supersede municipal zoning or official plans and CA permits and approve a development proposal, regardless on the impacts to natural heritage or natural hazards. CAs would be legislated to issue the permit, regardless of compliance to CA natural hazard policies.
- 5. Updates to the Ontario Wetland Evaluation System which will result in less wetlands being protected.
- 6. Proposing the concept of ecological offsetting, where for example you can destroy a wetland in watershed A, as long as you make it bigger in wetland B. Sounds good on paper; however, doesn't work in real life. If a wetland provides flood protection in one watershed, replicating the wetland somewhere else ceases to provide protection to the original location.
- 7. Conservation Authorities must disclose which lands they own that may be suitable for housing. This may lead to CAs being directed to sell that land.
 - a. It has been reported that changes to the *Expropriations Act* may be coming that would enable this process.

Comments on ERO Postings

Staff are preparing comments on the applicable ERO postings, which will be presented at the Meeting for consideration.

FINANCIAL IMPLICATIONS

Some aspects of the proposed legislation, if passed, could result in development permit and planning commenting fees being frozen and may result in a reduction in the regulated area, which could result in fewer permits being issued annually, and subsequently result in less self-generated revenue annually. Additionally, the ability of the LRCA to provide the proposed Category 2 program to the City of Thunder Bay regarding Natural Heritage Planning Services, may be prohibited, which will result in a loss in future revenue. Until the final version of the legislation is known, the full impact can not be assessed.

CONCLUSION

In general, if Bill 23 is passed it will bring short term gains, which will result in long-term unintended consequences, including the loss of protection of natural heritage as well as putting people and property at increased risk from natural hazards. Increasing available housing in Ontario should not be at the expense of the environment or people's safety. The full impact to

municipalities, specifically downloading of Conservation Authority core mandate programs is unknown until the final version of the Bill is enacted.

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

By Order-in-Council, the MNRF was re-designated as the Ministry responsible for administering the *Conservation Authorities Act* (from MECP) on August 29, 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).
- Progress Report #1 and Inventory of Programs and Services Version 2.0 (Resolution #80/22)
- Governance section on the LRCA website.

- Progress Report #2 (Resolution #105/22)
- Updated the Fee Policy and posted it on the website.
- Progress Report #3 (presented at the November 2022 meeting).

REFERENCE MATERIAL ATTACHED

Attachment #1 - Summary of Bill 23 ERO Postings from a Conservation Authority perspective, November 17, 2022

Attachment #2 – A Watershed Moment – The true cost of rolling back decades of environmental protection in Ontario, Conservation Ontario, November 9, 2022

Attachment #3 – Tbnewswatch article – “Conservation authority changes concern local leaders”, November 10, 2022

Attachment #4 – Letter to Premier Ford from LRCA Chair, November 17, 2022

PREPARED BY:

Tammy Cook, CAO

| | |
|--|----------------------------|
| THIS REPORT SIGNED AND VERIFIED BY: <i>Tammy Cook</i> Tammy Cook Chief Administrative Officer | DATE: November 17, 2022 |
|--|----------------------------|

Summary of Bill 23 ERO Postings from a Conservation Authority perspective – not an exhaustive review of all parts of the legislation

Lakehead Region Conservation Authority

Revision Date: November 17, 2022

| Posting | Timeline | ERO Number (if applicable) | Summary of positing | Comments | Issues |
|---|--|----------------------------|--|--|---|
| Legislative and regulatory proposals affecting conservation authorities to support the Housing Supply Action Plan 3.0 | October 25 – November 24, 2022 (30 Days) | 019-6141 | Enable the exemption of development authorized under the <i>Planning Act</i> from requiring a permit under the <i>Conservation Authorities Act</i> in municipalities set out in regulation, where certain conditions are met as set out in regulation | <ul style="list-style-type: none">Member municipalities are going to be tasked with issuing permits in some circumstancesIn certain circumstances where sufficient review and conditions are in place, it could eliminate duplication of effort (i.e. subdivision approvals, where CA is part of review)The exact details regarding the exemption are unknown at this time. | <ul style="list-style-type: none">Limited capacity of municipality staff to undertake this new responsibilityMunicipal staff may not have the knowledge base to fully assess the risk associated with development in/near natural hazardsIncreased liability to municipalities if they inadvertently issue permits that increase the risk to people and property from natural hazardsReduction in the core mandate of the CADuplication of effort, CAs are already undertaking this role |
| | | | Remove terms “conservation of land” and “pollution” as tests when assessing development (i.e. development can not have a negative impact on flooding, erosion dynamic beaches, conservation of land and pollution). Replace with “unstable soil and bedrock”. | <ul style="list-style-type: none">Pollution test is used to manage/control sedimentation that results from developmentConservation of Land and Pollution do not have legal definitions in Act or regulation.Conservation of Land unofficial definition – the protection, management, or restoration of lands within the watershed ecosystem for the purpose of maintaining or enhancing the natural features and hydrologic and ecological functions within the watershed.LRCA uses them as secondary tests and would not deny a permit solely based on those two tests, due to lack of legal definitions.The removal of the tests is being used as a tool to limit any natural heritage review/protection to occur through the CA permitting process. | <ul style="list-style-type: none">Could limit ability to control sedimentation from development in waterbodies by removing pollution as a testThe removal of Conservation of Land as a test reduces the integrated watershed management approach, where everything is connected and dependant on each other. |
| | | | Timeframe for CA to issue a permit changed from 120 to 90 days, after which applicant can appeal to Ontario Land Tribunal. | <ul style="list-style-type: none">LRCA typical issues most permits in days, not months. | <ul style="list-style-type: none">May be a challenge to process major permits in the shortened timeframe, for large multifaceted developments.May lead to more appeals to OLT. |
| | | | Force CAs to issue a permit for projects subject to a Community Infrastructure and Housing Accelerator (CIHA) order under section 34.1 of <i>Planning Act</i> and allow Minister to review and amend any conditions attached to those permits. (Similar to MZO). | <ul style="list-style-type: none">CA may be forced to issue permits regardless of impacts/risks from natural hazards (similar to current MZOs). | <ul style="list-style-type: none">Increased liability for CA as they still are forced to issue a permit for development that may put people |

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|---------|----------|----------------------------|--|---|--|
| | | | | <ul style="list-style-type: none">Minister can change/veto any conditions imposed on permit | <p>and property at risk from natural hazards</p> <ul style="list-style-type: none">Negates ability to protect people and property from natural hazardsFundamentally goes against entire natural hazard mandate, where the goal is to direct development out of natural hazards areas (proven to be the best approach from a safety and financial perspective). |
| | | | Limit conditions that a Conservation Authority can issue related to permits that are issued under a Municipal Zoning Order (MZO). | <ul style="list-style-type: none">Minister can change/veto/prohibit conditions on permits | <ul style="list-style-type: none">Limits ability of CA to ensure development related to MZO's does not have an impact on natural hazardsMay limit protection of people and property from subsequent impacts from development. |
| | | | Prohibit CAs from providing comments on planning applications related to prescribed Acts that are not related to natural hazards, including: <ul style="list-style-type: none">Aggregate Resources ActCondominium ActDrainage ActEndangered Species ActEnvironmental Assessment ActEnvironmental Protection ActNiagara Escarpment Planning and Development ActOntario Heritage ActOntario Water Resources ActPlanning Act | <ul style="list-style-type: none">May prohibit LRCA from providing the Category 2 program that it is proposing to provide to the City of Thunder Bay (i.e. Natural Heritage Planning Services), as outlined in the Inventory of Programs. | <ul style="list-style-type: none">CAs will be prohibited from commenting on prescribed acts, thereby prohibiting Municipalities from hiring CAs to perform their required review on other sections of the PPSLimits municipalities right to choose who they hire. Work still needs to be done.Municipalities that share services will now be required to each hire their own staff and/or separate consultants. Will result in more costs for same work.Has the potential to reduce natural heritage protection on a broad scale. |
| | | | Limit CAs ability to appeal when acting as a public body. Can only appeal when the CA is the applicant. | <ul style="list-style-type: none">LRCA has never appealed on their own, have only testified as an expert witness at OMB Hearings on behalf of the City of Thunder Bay. | |
| | | | Enable Minister to freeze conservation authority fees. | <ul style="list-style-type: none">Cost of permitting and plan input review fees are already limited to cost recovery only.Fees are already subsidized by LRCA member municipalities. | <ul style="list-style-type: none">Costs to deliver programs in excess of collected fees will be downloaded to the Member Municipalities in their levy.Goes against the "user pay" system.Developers are being subsidized at the expense of the taxpayer. |
| | | | Identify in mandatory Land Inventory which CA owned lands are suitable for housing and streamlining CA severance and disposition processes. Enable the Minister to direct the CA to apply a specified share of the proceeds of the dispositions to their core mandate programs. | <ul style="list-style-type: none">Disposition of land will be completed by a streamlined process.May be the first step in CAs being forced to sell land to developers. | <ul style="list-style-type: none">Some lands are donated to CAs for the purpose of protection.May make some future donors not donate land in the future to CAs. |

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| | | | | <ul style="list-style-type: none">Not all natural heritage features are known on all CA lands. | <ul style="list-style-type: none">Could result in the loss of some Conservation Areas.Dictating where land sale proceeds go, undermine the role of the Board of Directors.CAs don't all have the resources to study and/or map the natural heritage/natural hazard/critical habitat on their own land and may unknowingly list land as having a potential for housing development. |
| Proposed Planning Act and City of Toronto Act Changes (Schedules 9 and 1 of Bill X - the proposed More Homes Built Faster Act, 2022) | October 25 – November 24, 2022 (30 Days) | 019-6163 | Permit up to 3 units per lot, without the need to change zoning. Proposed changes would supersede local official plan and zoning to apply to any parcel where residential uses are permitted in settlement areas with full municipal water and sewage services (except for legal non-conforming uses such as existing houses on hazard lands). Prohibit municipalities from imposing development charges, parkland dedication or cash in lieu requirements, applying minimum unit sizes or requirement more than one parking space per unit. | <ul style="list-style-type: none">Will not apply to rural Member Municipalities, which do not have full servicing. | |
| | | | Limit third party appeals for all planning matters. | <ul style="list-style-type: none">Neighbours/concerned parties will no longer be able to appeal Planning decisions. | |
| | | | Remove requirement for public meetings for plans of subdivision. | <ul style="list-style-type: none">Will limit the publics ability to voice their concerns on proposed subdivisions. | |
| | | | Exempt all aspects of site plan control for up to 10 units. | | |
| | | | Limit CA to appeals of land use planning decisions. CAs can only appeal if they are the applicant. When acting as a public body, CAs can only appeal if it relates to natural hazards. | <ul style="list-style-type: none">LRCA has never appealed on their own, have only testified as an expert witness at OMB Hearings on behalf of the City of Thunder Bay. | |
| Proposed Updates to the Ontario Wetland Evaluation System | October 25 – November 24, 2022 (30 Days) | 019-6160 | Updating of OWES. Northern manual will also be updated. | <ul style="list-style-type: none">Wetland units that are part of a Provincially Significant Wetland (PSW) wetland complex can be re-evaluated individually. Those units can be removed from the PSW.Wetland boundaries can be remapped without having to re-evaluate the entire wetland.New evaluations cannot consist of wetland complexes (i.e. can only be contiguous wetland).MNR is removed from the process, leaving all decisions in the hands of local municipalities.Endangered and threatened species are no longer scored.The majority of the wetlands in Northern Ontario have not been evaluated. | <ul style="list-style-type: none">May lead to the removal of small pieces of wetlands, that may lead to cumulative effects in the long term.McVicar and McIntyre PSWs are made up of complexed wetlands. May lead to the eventual removal from PSW status.Will limit wetlands being designated as PSW in the future.With MNRF having no part of the process, will eliminate oversight to the wetland process by wetland trained people.If a wetland loses its PSW status, it loses protection through the Provincial Policy Statement. |

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Lakehead Region Conservation Authority

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|---|--|----------------------------|---|--|---|
| | | | | <ul style="list-style-type: none">Removes references to “locally important wetlands”. | |
| Proposed Changes to Ontario Regulation 299/19: Additional Residential Units | October 25 – December 9, 2022 (45 Days) | 019-6197 | Permit up to 3 units per lot, without the need to change zoning. Proposed changes would supersede local official plan and zoning to automatically apply province-wide to any parcel of land where residential uses are permitted in settlement areas with full municipal water and sewage services (except for legal non-conforming uses such as existing houses on hazard lands). Prohibit municipalities from imposing development charges, parkland dedication or cash in lieu requirements, applying minimum unit sizes or requirement more than one parking space per unit. | <ul style="list-style-type: none">Will not apply to rural Member Municipalities, which do not have full servicing. | |
| Proposed updates to the regulation of development for the protection of people and property from natural hazards in Ontario | October 25 – December 30, 2022 (66 Days) | 019-2927 | Revoke 36 individual regulations for CAs and make one single provincial regulation that would apply to all CAs. | <ul style="list-style-type: none">The merging of all regulations into one regulation was known to be coming. | <ul style="list-style-type: none">Would need to ensure that individual differences between all CAs is contained in the single regulation. |
| | | | Update definition of “watercourse” from “an identifiable depression in the ground in which a flow of water regularly or continuously occurs” to “a defined channel having a bed and banks and sides, in which a flow of water regularly or continuously flows”. | <ul style="list-style-type: none">Will assist in clarifying between drainage versus rivers and creeks (CAs do not regulate local drainage, only floodplains associated with rivers and creeks. Local drainage is a municipal responsibility). | |
| | | | Update the regulated buffer around wetlands to 30 metres for all wetlands, now 120 m for Provincially Significant Wetlands. | <ul style="list-style-type: none">Not considered to be significant concern for most wetlands. | <ul style="list-style-type: none">Coastal wetlands may lose some protection. |
| | | | Streamline approvals for low-risk activities, which may include exempting some activities from requiring permits if certain requirements or conditions can be met (i.e. register activity with CA). Examples of exemptions: <ul style="list-style-type: none">Accessory structuresUnenclosed deck or patioMinimal fillInstallation of a fence, well or utility poleInstallation and maintenance of tile drain, offline pond for livestock, agricultural erosion control measures, driveway maintenanceMaintenance and repair of municipal drains | <ul style="list-style-type: none">Not considered to be a significant concern, provided the activities are in the fill regulated area and not the hazard.Will require a new system to be created to record and administer the registration of exempted activities. | <ul style="list-style-type: none">May add to confusion for developers on when a permit is required and when one is not.Will require staff resources to administer the registering of non-regulated activities, with no fees associated the exempted activities to cover staff costs. |
| | | | Require CAs to request any information needed prior to confirmation of a complete application | <ul style="list-style-type: none">Sometimes the full extent of the impact/potential impacts are not known until a site visit has occurred, which typically occurs after the submission of the complete application. | <ul style="list-style-type: none">May limit the CAs ability to obtain all needed information. |
| | | | Limit site-specific conditions a CA may attach to a permit to matters dealing with natural hazards and public safety only. | <ul style="list-style-type: none">Conditions that are imposed currently already meet this requirement. | <ul style="list-style-type: none">May force conditions to only engineered hard solutions, as opposed to natural solutions (i.e., live staking, open channels, vegetate banks, etc.). |
| | | | Provide flexibility for a CA to issue permits up to 60 months and issue extensions as necessary. | <ul style="list-style-type: none">Currently can only issue a permit for 24 months, with no ability to extend permit. 60-month permits are only applicable to large scale, multi-year | |

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|---|--|-------------------------------|---|---|---|
| | | | | permits and must be issued by the Board only. <ul style="list-style-type: none">Will aid in flexibility to extend permit when development is delayed. | |
| | | | Require CAs to have service delivery standards, including: <ul style="list-style-type: none">Policy for timelines, complete application requirements, etc.Establish, monitor and report on service delivery standardsProvide maps of regulated areaNotify public and consult on any significant changesOutline process for pre-consultation | <ul style="list-style-type: none">No issues anticipated.LRCA will update all material to meet changes made in CA Act. | |
| Review of A Place to Grow and Provincial Policy Statement | October 25 – December 30, 2022 (66 Days) | 019-6177 | Proposes to integrate the Provincial Policy Statement and A Place to Grow into a new province-wide planning policy instrument. Various planning approaches proposed in general terms. Under Environment and Natural Resources - streamlined policy for natural heritage and natural and human made hazards. Notes outcome focused – less prescriptive policy direction requiring fewer studies | <ul style="list-style-type: none">No clear description on what “streamlined and policy direction for development in hazard areas” means. | <ul style="list-style-type: none">Opens the possibility of a reduction of the provincial direction to keep development outside of natural hazards.Opens the possibility of a reduction in protection of natural heritage.Potentially reduces the protection of people and property from the impacts of natural hazards. |
| Conserving Ontario’s Natural Heritage | October 25 – December 30, 2022 (66 Days) | 019-6161 | Proposed development of an ecological offsetting policy, with a net gain provision (i.e. approval process to destroy a wetland as long as you recreate it bigger somewhere else). | <ul style="list-style-type: none">Feasible on paper, but not in the real world. | <ul style="list-style-type: none">Recreating a wetland in a different area or watershed does not address the function of the lost wetland in the original watershed (i.e., wetland acting a sponge in one watershed, does not provide the flood relief/drought relief if moved to another location).Could lead to increased flooding in flood prone areas or increased urban flooding.Could impact groundwater levels/lead to dry drinking water wells if wetlands are lost in areas where wetlands feed the aquifer.Opens the door for the loss of critical habitat for species. Species will not necessarily move to a new location for their habitat or know to migrate there during migration. |

General comments:

- Previous process used a multi-stakeholder group to the guide the province’s implementation of previous changes. No consultation on this legislation. Multi-stakeholder group was not engaged through the process (MECP used group for previous CA Act changes, MMAH has not engaged group for this legislation).



A Watershed Moment – The true cost of rolling back decades of environmental protection in Ontario

November 9, 2022

Reaction from Conservation Authorities to the Proposed Changes to the *Conservation Authorities Act*

On October 25, the Ontario government unveiled [Bill 23](#) and related regulations. Conservation Ontario's top concerns include:

- Proposal to bar municipalities from entering into voluntary agreements with conservation authorities (CAs) for review and comment on development applications such as natural heritage and water resources plan review. This is an important role for many conservation authorities, on behalf of municipalities, across the province.
- A new regulation-making ability has been introduced in the *Conservation Authorities Act* to enable exemptions from natural hazard permits where *Planning Act* approvals are in place in select municipalities. In these cases, the Province proposes to transfer some or all of conservation authority regulatory responsibilities to municipalities.
- Proposal to freeze conservation authority development fees as early as January 1, 2023. Currently conservation authority development fees are based on cost recovery. A freeze on fees will quickly create a deficit.
- Proposal that conservation authorities identify potential conservation lands that could support housing development in the inventory of conservation lands they are required to create.

KEY RECOMMENDATIONS

The proposed changes in Bill 23 will create a number of unintended consequences which roll back 70 years of successful conservation authority watershed management at a time when we need this work more than ever in order to address the growing impacts of climate change.

In order to avoid unintended consequences, Conservation Ontario proposes the following:

1. Allow municipalities to enter into agreements with conservation authorities for review and comment on development applications such as natural heritage and water resources plan review.
2. Development subject to *Planning Act* authorizations should not be exempt from requiring a conservation authority permit and conservation authority regulations should not be delegated to municipalities.
3. The Multi-stakeholder Conservation Authority Working Group needs to continue working with the Province to provide advice and solutions for successful implementation.
4. Conservation authority development fees should not be frozen since they are based on cost recovery.

5. Careful consideration is required when identifying conservation authority lands to support housing development.

UNINTENDED CONSEQUENCES AS A RESULT OF THESE CHANGES

We are concerned that some changes proposed in Bill 23 will:

- place new responsibilities on municipalities for natural hazards and natural resources that may lead to inefficiencies, uncertainties and delays in the development review process;
- weaken the ability of conservation authorities to protect people and property from natural hazards; and
- reduce critical, natural infrastructure like wetlands and greenspaces that reduce flooding and protect waters in our lakes and rivers.

The proposed changes will not achieve the objectives that the government is looking for in order to quickly address the housing crisis. More likely, they will create additional delays and increased costs.

Municipalities have successfully relied on the benefits of long-standing conservation authority local watershed science to guide decision-making. The proposed changes to delegate CA regulatory responsibility to individual municipalities are contrary to the core mandate of conservation authorities and may put additional people - and their homes - at more risk. The ability of conservation authorities to regulate development in all hazardous areas is critical for successful emergency preparedness and to prevent the worst outcomes.

Key Deadlines: Conservation authorities and others are able to comment on these proposed changes in two ways:

- a) Appear before, or make a submission to the Standing Committee reviewing Bill 23. Submissions are due by 7:00 PM on November 17, 2022. Instructions for participating in the Standing Committee by making submission: <https://www.ola.org/en/get-involved/participate-committees> . Conservation Ontario's submission can be found here: https://conservationontario.ca/fileadmin/pdf/policy-priorities_section/CA_Act_2022/Bill_23_Standing_Committee_Submission_Conservation_Ontario_Angela_Coleman_FINAL.pdf
- b) Submissions can also be made to the [Environmental Registry of Ontario](https://ero.ontario.ca/) posting. The deadline is November 24. To submit a comment: <https://ero.ontario.ca/notice/019-6196>

DETAILS ON PRIORITY POSITIONING FOR CONSERVATION AUTHORITIES

1. Allow municipalities to enter into agreements with conservation authorities for review and comment on development applications such as natural heritage and water resources plan review.
 - Many municipalities choose to contract a conservation authority to undertake certain aspects of plan review services due to the efficiency that it brings to their review.
 - Conservation authorities are not a barrier to growth; timely reviews are provided and service enhancements and improvements continued throughout the CA Act review dialogue.

- Conservation authorities have developed and are implementing a streamlined approach to plan review and approvals. In 2021, 91% of all permits issued by high growth CAs met provincial timelines. A total of 93% of all permits issued by non-high growth CAs met provincial timelines. In 2022, conservation authorities also identified the need to include performance standards in voluntary agreements between CAs and municipalities for plan review advisory services. These performance standards were to ensure that recently legislated municipal timelines would be delivered upon.
- Using conservation authority long-standing watershed technical knowledge provides context for science-based decision making and offers value for money as well as certainty and predictability in the development review process.
- Development plan reviewing and commenting advice provided by conservation authorities enables the connections to be made between flood control, wetlands and other green infrastructure or natural cover, thus ensuring safe development.
- Prohibiting CAs from undertaking this work will lead to longer and more costly application review processes and will not contribute to the Province's goal of "more homes built faster".
- From 2021-2022, the Ministry of Environment, Conservation and Parks led a multi-stakeholder Conservation Authority Working Group (CAWG) to guide the implementation of earlier legislative changes to conservation authority business. This group included representatives from conservation authorities, municipalities, development sector and agriculture.
- Stemming from the work of the CAWG, specific regulations were developed for municipalities to enter into voluntary Memorandums of Agreement (MOUs) with conservation authorities for a wide variety of work. The new legislative proposals create a significant change in direction to these regulations.
- Specifically, conservation authorities **will not** be able to perform a review and commenting role on development applications as a 'municipal' or 'other' program or service for prescribed Acts. The Acts, proposed to be prescribed in the regulation include:
 - *The Aggregate Resources Act*
 - *The Condominium Act*
 - *The Drainage Act*
 - *The Endangered Species Act*
 - *The Environmental Assessment Act*
 - *The Environmental Protection Act*
 - *The Niagara Escarpment Planning and Development Act*
 - *The Ontario Heritage Act*
 - *The Ontario Water Resources Act*
 - *The Planning Act*

These services include natural heritage systems management programs and policies that have exceptionally consequential impacts on conservation authorities' ability to achieve their core mandates including the protection of people and property from flood hazards as well as sources of drinking water.

- Development subject to *Planning Act* authorizations should not be exempt from requiring a conservation authority permit and conservation authority regulations should not be

delegated to municipalities. The ability of conservation authorities to regulate development in all hazardous areas is critical for successful emergency preparedness and to prevent the worst outcomes.

- The planning process is insufficient to ensure natural hazard concerns are addressed through design and construction. This places additional responsibility, and liability, on municipalities.
- Over the last two years, the province has worked to clarify the CAs' mandate and responsibilities ensuring their focus on protecting people and property from natural hazards such as flooding and erosion.
- This exemption is contrary to the core mandate of conservation authorities and may put additional people - and their homes at risk.
- Natural hazard permitting is essential to ensuring safe communities and is a key tool used to prevent and reduce the risks of flooding and erosion. Conservation authorities were given these responsibilities following Hurricane Hazel when 81 people were killed by flooding and erosion conditions.
- The proposed changes could create a two-tier approach to the protection of people and property. Not using a watershed approach to reviewing new development ultimately puts residents of upstream and/or downstream municipalities at risk. Natural hazards need to be considered both at site-specific and watershed levels to ensure public safety.

3. The Multi-stakeholder Conservation Authority Working Group needs to continue working with the Province to implement changes.

- The work of the multi-stakeholder Conservation Authority Working Group established in January 2021 to guide the province's implementation of previous changes to the *Conservation Authorities Act* is not complete.
- The Province needs to re-establish the multi-stakeholder Working Group.

4. Development needs to pay for development. Putting a freeze on CA development fees will create larger issues in the future.

- Conservation authority plan review and permitting fees are based on cost recovery and currently there is no mechanism being proposed to make up for the accumulating shortfall in the future.
- Not enabling cost recovery means that the municipal taxpayer will have to subsidize development.

5. Careful consideration is required when identifying CA lands to support housing development.

- Conservation authority lands protect against flooding and erosion, contribute to public well-being as well as protect important sources of drinking water and biodiversity. They also contribute to climate change adaptation measures by capturing emissions, cooling temperatures and protecting water quality.
- CA lands are often acquired through a wide variety of means, some of which result after complex negotiations with private or other public funders or donors.

- Regardless of the source of funding for the lands, clear policies are needed to protect these locally significant conservation lands and land use should only be considered for housing in exceptional circumstances.
- Special considerations related to zoning, natural heritage, integration of provincial and municipal owned land or publicly accessible lands and trails are also included. Process improvements are proposed to enable CAs to sever and dispose of land that does not meet their requirements for ownership.

For More Information:

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Attachment #3

TBnewswatch.com

Conservation authority changes concern local leaders



[Ian Kaufman](#)

about 3 hours ago



The Lakehead Region Conservation Authority is expressing concern over how a provincial housing bill would limit the powers of conservation authorities. (File photo)

[Listen to this article](#)

00:06:02

THUNDER BAY — A sweeping housing bill put forward by the Ford government contains numerous elements that threaten environmental protections and public input on

development, local leaders say.

Both the City of Thunder Bay and the Lakehead Region Conservation Authority are raising serious concerns over parts of Bill 23, known as the *More Homes Built Faster Act*.

The omnibus bill is intended to speed approval of housing developments to reach the Ford government's target of building 1.5 million new homes in 10 years.

Joel DePeuter, the city's director of development services, called that an important goal, but said he's worried the bill will limit public input and the role of conservation authorities.

"The important feedback the city will be responding with is this legislation is going too far to shift responsibility from the conservation authorities and download that to municipalities," he said. "The conservation authority does excellent work to protect the natural environment, and we don't think that removal of parts of that authority will speed up development."

Other municipalities have cited similar concerns — an analysis by City of Ottawa staffers [indicated](#) changes under Bill 23 could lower its revenues by millions a year, and constrain environmental protections and local planning priorities.

The consequences will be felt more keenly in southern Ontario, where demand for land and housing is more intense, said Tammy Cook, CAO of the Lakehead Region Conservation Authority.

Still, she expressed deep concerns over how the bill could significantly weaken the role and powers of conservation authorities in the long run.

"It basically provides [for] legislative changes that will have a severe impact on the 36 conservation authorities in Ontario," she said. "I can appreciate the need for more homes. However, it shouldn't be at the expense of the environment or people's safety."

The LRCA will still comment on proposed developments regarding "natural hazards" like flooding and erosion under the bill, Cook said, one of its main legislated duties.

However, the bill aims to "focus" conservation authorities on their "core mandate" of reducing flooding and erosion risks, limiting their ability to assist municipalities with broader environmental review of development proposals that could touch on issues like biodiversity and habitat loss.

Despite its massive implications for city planning, the province introduced the bill the day after the Oct. 24 municipal elections, and set the deadline for feedback from municipalities and the

public for Nov. 24 for many parts of the bill.

That's just nine days after Ontario's incoming city councils take office on Nov. 15. It means Thunder Bay's council won't have the chance to weigh in, said DePeuter, though the city is collaborating with other northern municipalities to submit feedback prepared by staff.

Local MPP Kevin Holland (PC, Thunder Bay–Atikokan) remained silent on the subject, declining an interview request for this story.

A spokesperson for the Ministry of Natural Resources and Forestry provided a brief written comment that did not directly address questions from TBnewswatch.

"Conservation authorities comment on development proposals to reduce the potential risks from natural hazards like flooding and erosion," the ministry stated. "That is their core mandate and it will remain their core mandate. The changes proposed by our government will focus conservation authorities on their intended purpose to protect people and property from the impacts of natural hazards."

Some of the changes in Bill 23 that have drawn concern include:

- Barring municipalities from contracting with conservation authorities to review development applications on their behalf
- Requiring conservation authorities to identify land they own that is "suitable for housing"
- Allowing the province to freeze, reduce, or exempt a number of municipal and conservation authority development fees
- Re-evaluating the definition of significant wetlands
- Restricting third-party appeals to the Ontario Land Tribunal
- Limiting conservation authorities' ability to appeal development plans
- Removing "conservation of lands" and "pollution" as considerations in conservation authority permitting decisions
- Allowing the Minister of Municipal Affairs and Housing to override local planning authorities through a new tool known as Community Infrastructure Housing Accelerators

If the bill is passed, the LRCA will need to review its land holdings, totalling around 2,600 hectares, for properties that could be suitable for development.

Cook suspects few would meet the criteria — though some could — but is more concerned about the 147,000 hectares owned by conservation authorities across the province.

"The implications of that are unknown — it could lead to conservation authorities being forced

Attachment #3

to sell land for housing," she said.

New rules that would allow the province to freeze or eliminate planning and permitting fees charged by conservation authorities could force them to increase municipal levies to make up the difference, Cook warned.

"[That] really gives a break to the developer," she said. "If there are additional costs that aren't covered for that service, they really then would be at the expense of the taxpayer, because the cost is still there."

DePeuter is also concerned about the bill's impact on public input.

Third parties like members of the public would no longer be able to appeal most planning decisions, including Official Plans and zoning bylaws and amendments, and requirements for public notice and public meetings for planned subdivision approvals would be cut.

"That would increase the speed of planning approvals, however ... it really limits public involvement," DePeuter said.

He also noted the bill would exempt residential developments of 10 units or less from site plan control, kneecapping the city's powers to impose conditions on developers for items like parking, servicing, drainage, and landscaping.

Members of the public can find more information on how Bill 23 would impact conservation authorities, and submit comment, through the Environmental Registry of Ontario's [website](#). The deadline is Nov. 24.



***About the Author:* Ian Kaufman**

Read more

Trending



130 Conservation Road, PO Box 10427
Thunder Bay, ON P7B 6T8
Phone: (807) 344-5857 | Fax: (807) 345-9156

November 17, 2022

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park,
Toronto ON M7A 1A1
premier@ontario.ca

RE: PROPOSED CHANGES IN BILL 23 REGARDING CONSERVATION AUTHORITIES

Dear Premier Ford:

Conservation Authorities (CAs) want to do their part to help the Province meet its goal of building 1.5 million homes in Ontario over the next ten years.

We are concerned some changes proposed in the *More Homes Built Faster Act* will:

- Place new responsibilities on municipalities related to natural hazards and natural resources that may lead to inefficiencies, uncertainties, and delays in the development review process;
- Weaken the ability of conservation authorities to continue protecting people and property from natural hazards; and,
- Reduce critical, natural, infrastructure like wetlands that reduce flooding and protect waters in our lakes and rivers.

To avoid unintended consequences, we recommend:

1. Allowing Municipalities to continue voluntary agreements for review and commenting with Conservation Authorities; this means removal of the clauses in Bill 23 that prevent this from occurring.

The current model enables Municipalities to use existing expertise within Conservation Authorities to fulfill responsibilities for natural heritage and water resources, while saving time and money for applicants.

2. Development subject to Planning Act authorizations should not be exempt from Conservation Authority permits, and CA regulations should not be delegated to

municipalities. This approach could result in building permits issued in error and other unintended results. The watershed, not municipal boundaries, should continue be the scale used to assess natural hazards.

3. The multi-stakeholder Conservation Authority Working Group should continue working with the Province to provide solutions for shared goals and objectives.
4. Conservation Authority development fees should not be frozen since they are based on cost recovery.

Conservation Authorities work with local Municipalities to reduce barriers to development and streamline processes for the best possible service to all. We are: modernizing policies and procedures; streamlining approvals; reducing timelines and red tape; promoting pre-consultation; and reporting on service standards.

For example, in 2021, 91% of the permits issued by high growth conservation authorities were within provincial timelines. A total of 93% of permits issued by non-high growth CAs were within provincial timelines.

Municipalities rely on the benefits of long-standing conservation authority partnerships. In our view, the proposed changes undermine the core mandate of Conservation Authorities and may put people – and their homes – at risk.

We request Schedule 2 of Bill 23 and changes to the *Conservation Authorities Act* that: limit the ability of Municipalities to enter into review and commenting agreements with Conservation Authorities; and that delegate Conservation Authority regulations to Municipalities be removed.

Sincerely,

Donna Blunt
Chair, Lakehead Region Conservation Authority
Councillor, Municipality of Shuniah

cc:

The Honourable Steve Clark, Minister of Municipal Affairs and Housing
The Honourable Graydon Smith, Minister of Natural Resources and Forestry
The Honourable David Piccini, Minister of Environment Parks and Conservation
Mr. Kevin Holland, MPP
Ms. Lise Vaugeois, MPP



LAKEHEAD REGION

CONSERVATION AUTHORITY

November 23, 2022

Moved By _____

Seconded By _____

"THAT: having examined the accounts for the period October 1, 2022 to October 31, 2022 cheque #2702 to #2730 for \$75,852.22 and preauthorized payments of \$99,611.27 for a total of \$175,463.49, we approve their payment."

| | | |
|------|--|-----------------|
| 2702 | Bayview Magazine: Advertisement | 1,118.70 |
| 2703 | L.T.L Contracting Ltd: Sediment Removal CPR Trap | 13,921.10 |
| 2704 | Lowery's: Office Supplies | 37.26 |
| 2705 | Michelle Willows: Cash Advance Travel | 71.00 |
| 2706 | Northern Wildflowers: Custom Seed for Floodway | 1,812.20 |
| 2707 | Ryan Mackett: Cash advance travel | 125.00 |
| 2708 | SGC Inc.: Sod and removal and add topsoil | 5,108.17 |
| 2709 | WSIB: WSIB Premiums Qtr. 3 | 8,284.75 |
| 2710 | Ryan Harris: Cash Advance Travel | 170.00 |
| 2711 | Pine View Nurseries: Final payment various vegetation | 4,402.91 |
| 2712 | Michelle Willows: Travel for training | 734.38 |
| 2713 | RBC Group Advantage: TFSA Oct 14 | 35.00 |
| 2714 | Allied Air Systems: Boiler repairs | 1,540.35 |
| 2715 | ALS Canada Ltd: Lip dredging sediment testing | 1,401.20 |
| 2716 | Bay Lock & Security: Monitoring Doors Oct 2022 - September 2023 | 135.60 |
| 2717 | CANADIAN TODS: Highway Signage CAs 2023 | 3,616.00 |
| 2718 | Central Carwash: Gas purchased in September 2022 | 1,149.98 |
| 2719 | EOR Canada Inc.: Mountdale Boat Launch, Office Concept | 6,683.39 |
| 2720 | GFL Environmental: Pump out Hazelwood | 287.07 |
| 2722 | Innovated Solutions: Cloud Protection November | 223.74 |
| 2723 | Lowery's: Office supplies, photocopy charges | 497.56 |
| 2724 | MacKay Meters: Gateway Hosting 2023 | 1,491.60 |
| 2725 | Michelle Willows: Latomnell Conference | 97.00 |
| 2726 | Northern Turf Equipment: Vehicle equipment | 461.29 |
| 2727 | Rachael Z Bezanson: Rekindle November | 87.00 |
| 2728 | Tammy Cook: Latomnell exp, glasses Callie | 367.90 |
| 2729 | Thunder Bay Answering Service Inc.: Answering Service October 2022 | 239.56 |
| 2730 | Hatch Ltd.: Cascades Contract Admin | 21,752.51 |
| | | <hr/> 75,852.22 |

Chair

Res# _____/22

| | | |
|----|---|------------------|
| PA | Payroll and Per Diems | 54,062.23 |
| PA | Royal Bank Group Retirement RRSP and TFSA | 8,132.25 |
| PA | RWAM and Lifeworks Benefits | 3,874.18 |
| PA | Enbridge | 24.92 |
| PA | Synergy North | 751.57 |
| PA | Visa Routine Monthly Expenses | 10,983.98 |
| PA | Banking and Visa Fees | 540.90 |
| PA | Postage | 565.00 |
| PA | Receiver General of Canada September | 20,389.34 |
| PA | Photocopier Lease | 286.90 |
| | | <hr/> 99,611.27 |
| | | <hr/> 175,463.49 |

Chair

Res# _____/22

| Monthly Plan Input/Review and Fill Regulations Administration October 1 to 31, 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 | | B-62-2022 | | | | | | 875 Copper Crescent | | | |
| | | | | | | | | 551 10th Avenue | | | |
| | | | | | | | | 751 Centennial Park Road | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Total | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 4 |
| Oliver Paipoonge | 1A/02/22 | 1B/20/22 | | | ZBLA 04-2022 | | | | 44 McGillivray Ave | Slate River Bridges | |
| | 1A/01/22 | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Total | 2 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 1 | 6 |
| O'Connor | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Neebing | | | | Neebing Official Plan | | | | | 2925 Cloud River Road E | | |
| | | | | | | | | | | | |
| Total | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 2 |
| Shuniah | | | | | | | | | 1049 Cedar Bay Road | Hwy 11/17 four-laning | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 2 |
| 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 | 2 | 0 | 1 | 1 | 0 | 0 | 3 | 3 | 2 | 14 |

| Monthly Plan Input/Review and Fill Regulations Administration November 1 to 17, 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 | | | | | | | | 153 Dogwood Cres | 90 Farrand St | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 2 |
| Oliver Paipoonge | | | | | | Cooper Road | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Total | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| 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 | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| 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 | | | | | | | | | | Four-laning Hwy 11/17 | |
| | | | | | | | | | | | |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| Rural Planning Board | | | | | | | | | | | |
| | | | | | | | | | | | |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Monthly Total | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 1 | 1 | 4 |

| Permit # | Category | Fee | Applicant Name | Municipality | Subject Property Address | Type of Work | Key Dates | | | | Approved by: |
|----------|----------------|------------|--------------------------|----------------------------------|---------------------------------------|---|---------------|---------------|----------------------|---------------------|--------------|
| | | | | | | | Rec'd at LRCA | Permit Issued | Days to Issue Permit | Reason for Timeline | |
| #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 |
| #17/22 | Standard Works | \$300.00 | Eric Paradis | Municipality of Shuniah | 801 Hwy 527 | Remove Bridge & Install Culvert | 8/6/2022 | 15/06/22 | 5 | | Staff |
| #18/22 | Small Works | \$150.00 | Robert Lebrun | Municipality of Neebing | 80 Island Ave | Dredging | 14/6/2022 | 21/06/22 | 8 | | Staff |
| #19/22 | Small Works | \$300.00 | Francis Hane | Municipality of Shuniah | 2973 Eldorado Beach Rd | Erosion Protection & Boathouse | 17/6/2022 | 20/06/22 | 4 | | Staff |
| #20/22 | Standard Works | \$300.00 | Wayne Cerven | City of Thunder Bay | 166 Boyko Road | Garage Construction | 27/06/22 | 27/06/22 | 1 | | Staff |
| #21/22 | Standard Works | \$600.00 | Heather Logan | Municipality of Shuniah | Vacant Lot Southeast of 128 hwy 587 | Culvert Replacement | 21/07/22 | 22/07/22 | 1 | | Staff |
| #22/22 | Large Works | \$600.00 | Shaun Talbot | City of Thunder Bay | 152 Paquette Road | Dwelling & Garage Construction | 11/7/2022 | 12/07/22 | 1 | | Staff |
| #23/22 | Small Works | \$150.00 | John Bisby | Municipality of Shuniah | 492 East Floral Beach Road | Break Wall Repair | 12/7/2022 | 21/07/22 | 9 | | Staff |
| #24/22 | Standard Works | \$300.00 | Chris McAuley | Municipality of Oliver Paipoonge | 680 Maki Road | Dwelling Construction | 22/07/22 | 25/07/22 | 4 | | Staff |
| #25/22 | Standard Works | \$0.00 | Municipality of Shuniah | Municipality of Shuniah | 171 West Loon Drive | Boat Launch Dredging | 21/07/22 | 26/07/22 | 2 | | Staff |
| #26/22 | Small Works | \$150.00 | Charlotte Speziale | Municipality of Shuniah | 546 East Loon Road | Concrete Dock Removal | 22/07/22 | 27/07/22 | 6 | | Staff |
| #27/22 | Standard Works | \$300.00 | Ian Williams | City of Thunder Bay | 2114 Granite Road | Garage Construction | 29/07/22 | 02/08/22 | 5 | | Staff |

| | | | | | | | | | | |
|---------|----------------|------------|--------------------------|----------------------------------|--|--|------------|------------|----|-------|
| #28/22 | Standard Works | \$300.00 | Lisa Hipwell | Municipality of Oliver Paipoonge | 593 Monteith Road | Garage Construction | 2/8/2022 | 03/08/22 | 1 | Staff |
| #29/22 | Standard Works | \$0.00 | City of Thunder Bay | City of Thunder Bay | 381 Lyon Blvd East, Blvd Lake Pai | Culvert Replacement | 24/07/22 | 02/08/22 | 19 | Staff |
| #30/22 | Standard Works | \$0.00 | City of Thunder Bay | City of Thunder Bay | Between Neebing River & Wolverine Crescent | Parkdale Park Trail Reconstruction | 28/07/22 | 08/08/22 | 13 | Staff |
| #31/22 | Standard Works | \$0.00 | City of Thunder Bay | City of Thunder Bay | 965 North Water Street | North Water Street Pedestrian Lookout | 26/07/22 | 09/08/22 | 7 | Staff |
| #32/22 | Standard Works | \$300.00 | Lakehead Baptist Church | City of Thunder Bay | 1314 Oliver Road | Gazebo Construction | 9/8/2022 | 10/08/22 | 1 | Staff |
| #33/22 | Standard Works | \$300.00 | Chris Potec | City of Thunder Bay | 1820 Granite Road | Garage Construction | 13/8/2022 | 16/08/22 | 3 | Staff |
| #34/22 | Standard Works | \$300.00 | Kevin Hoogsteen | City of Thunder Bay | 1555 Mountain Road | Garage Construction | 12/8/2022 | 16/08/22 | 5 | Staff |
| #35/22 | Standard Works | \$0.00 | City of Thunder Bay | City of Thunder Bay | Law Rd | Culvert Replacement | 22/08/22 | 23/08/22 | 1 | Staff |
| #36/22 | Standard Works | \$0.00 | City of Thunder Bay | City of Thunder Bay | Ada Ave | Culvert Replacement | 22/08/22 | 23/08/22 | 1 | Staff |
| #37/22 | Standard Works | \$0.00 | City of Thunder Bay | City of Thunder Bay | 1045 Community Hall Rd | Culvert Replacement | 22/08/22 | 23/08/22 | 1 | Staff |
| #38_22 | Standard Works | \$150.00 | George McKay | Municipality of Shuniah | 2619 Birch Beach Rd | Erosion Protection | 16/8/2022 | 23/08/22 | 8 | Staff |
| #39_22 | Large Works | \$600.00 | Bernard Pedersen | City of Thunder Bay | 237 Wappner Rd | Garage & Fill Placement | 26/8/2022 | 29/08/22 | 4 | Staff |
| #40_22 | Standard Works | \$150.00 | Resolute Forest Products | City of Thunder Bay | 2001 Neebing Ave | Overflow Pipe Replacement | 23/08/22 | 29/08/22 | 6 | Staff |
| #41/22 | Standard Works | \$150.00 | Shawn Bell | Municipality of Neebing | Lot 23 Island Ave | Shed, Deck, Stairs | 24/8/2022 | 06/09/22 | 13 | Staff |
| #42/22 | Standard Works | \$300.00 | Emily Dias | City of Thunder Bay | 234 Thompson Road | Dwelling & Fill Placement | 24/08/22 | 06/09/22 | 14 | Staff |
| #43/22 | Small Works | \$150.00 | Alexander Zaitzeff | Municipality of Neebing | 622 Memory Road | Erosion Protection | 30/08/22 | 07/09/22 | 8 | Staff |
| #44/22 | Standard Works | \$300.00 | Jason Gratta | City of Thunder Bay | 2540 Oliver Road | Garage Construction | 12/9/2022 | 12/09/22 | 1 | Staff |
| #45./22 | Standard Works | \$300.00 | Don Pearl | City of Thunder Bay | 625 Dog Lake Road | Deck Construction | 6/9/2022 | 08/09/22 | 3 | Staff |
| #46/22 | Small Works | \$150.00 | Mary McVicar | Municipality of Neebing | 502 Memory Road | Erosion Protection | 1/9/2022 | 09/09/22 | 8 | Staff |
| #47/22 | Standard Works | \$300.00 | Jeff Whitney | Municipality of Neebing | 196 East Oliver Lake Roaad | Building Addition | 9/9/2022 | 21/09/22 | 12 | Staff |
| #48/22 | Small Works | NA | City of Thunder Bay | City of Thunder Bay | River St at McVicar Creek | Bridge Replacement | 12/9/2022 | 15/09/22 | 4 | Staff |
| #49/22 | Large Works | \$600.00 | Al & Nancy Bourbouhakis | City of Thunder Bay | 1520 Gorevale Road | Dwelling Construction | 15/09/22 | 16/09/22 | 1 | Staff |
| #50/22 | Small Works | \$150.00 | Lakehead University | City of Thunder Bay | 955 Oliver Road | Site Grading & Fill Placement | 14/09/2022 | 19/09/2022 | 6 | Staff |
| #51/22 | Standard Works | \$300.00 | Alan Chernosky | City of Thunder Bay | 3145 Feaver Road | Garage | 22/09/2022 | 26/09/2022 | 5 | Staff |
| #52/22 | Large Works | \$600.00 | Dean Proteau | City of Thunder Bay | 1605 John Street Rd | Garage | 22/09/2022 | 27/09/2022 | 5 | Staff |
| #53/22 | Standard Works | \$300.00 | Mike Vale | Township of Gillies | 20 McKechnie Rd | House Addition | 27/09/2022 | 27/09/2022 | 1 | Staff |
| #54/22 | Standard Works | \$150.00 | Paul Roberts | Municipality of Shuniah | 2423 Scott Drive | Rock Protection & Concrete Ramp | 27/09/22 | 28/09/22 | 1 | Staff |
| #55/22 | Large Works | \$600.00 | AMK Aviation Inc | Municipality of Oliver Paipoonge | 4583 Oliver Road | Aviation Shop Addition | 29/09/22 | 04/10/2022 | 2 | Staff |
| #56/22 | Large Works | \$1,200.00 | Greg Chvets | City of Thunder Bay | 4255 Loch Lomond Road | Fill Placement, Site Grading, House Construction | 07/10/2022 | 11/10/2022 | 6 | Staff |
| #57/22 | Standard Works | \$300.00 | McKinnon Brad | City of Thunder Bay | 314 Bay Street | House Construction | 14/10/22 | 14/10/22 | 1 | Staff |
| #58/22 | Major Works | \$0.00 | City of Thunder Bay | City of Thunder Bay | 2466 Sleeping Giant Parkway, Pool 6 | Fill Placement & Site Grading | 17/10/22 | 24/10/22 | 7 | Staff |
| #59/22 | Standard Works | \$600.00 | Dino Menei | City of Thunder Bay | 2155 Arthur St W | Temporary Bridge & Road Construction | 20/10/22 | 03/11/2022 | 14 | Staff |



Monthly Project Update

| | |
|---------------------|------------------------|
| MEETING DATE | November 23, 2022 |
| STAFF NAME | Ryan Mackett |
| POSITION | Communications Manager |

2023 Conservation Dinner & Auction

The 2023 Conservation Dinner & Auction will be held on Friday, February 10, 2023, at The Da Vinci Centre. For your information, ticket prices have been raised to \$75.00 each to accommodate for the new room charge, an increase in the cost of the Da Vinci's menu prices, as well as in anticipation of lower ticket sales due to having had to cancel the event over the past few years.

Tickets will go on sale on December 1st, with a boosted social media post in January so as not to conflict with the current boosted Explore Card ad, which runs until December 23. Tickets will be available through the LRCA webstore at www.store.lakeheadca.com, as well as in-person at our Administrative Office or over the phone.

If you would like to donate to the event, please speak with Ryan Mackett.

Fundraising Calendar

The calendar has been delivered. Please let Ryan Mackett know how many copies you would like. Note that there is a very limited number compared to prior years.

Heart of the Continent

The Communications Manager and CAO attended a full-day conference at Fort William Historical Park by the Heart of the Continent/Travel the Heart group. Presentations and updates from Quetico and Sleeping Giant Provincial Parks, as well as Voyageurs National Park and Grand Portage State Park occurred. The event was very insightful, and provided some ideas for staff to explore, including the process in which to obtain "Dark Sky" status at some of our Conservation Areas, which would then allow them to be marketed as Dark Sky Preserves free of light pollution, ideal for astronomers and astral photographers. Staff will provide more information in the future.

2022 Holiday Gathering

The 2022 Holiday Gathering will take place on Thursday, December 8, 2022 at the LRCA Administrative Office. The last Holiday Gathering occurred in December 2019. Invitations will be e-mailed out; each invite includes a “+1”. Please RSVP to Ryan Mackett, Communications Manager, no later than Friday, November 25.



Monthly Project Update

| | |
|---------------------|-------------------|
| MEETING DATE | November 23, 2022 |
| STAFF NAME | Ryne Gilliam |
| POSITION | Lands Manager |

Hazelwood Lake Picnic Shelter Removal

Serafini General Contracting has been hired for the demolition, removal and site remediation of the log picnic shelter located at the beach area at Hazelwood Lake Conservation Area. Removal will be completed by the end of November 2022.