



February LRCA Board Meeting
 Lakehead Region Conservation Authority
 130 Conservation Road
 Feb 22, 2023 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

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THAT: the Minutes of the Lakehead Region Conservation Authority 69th Annual Meeting held on Thursday, January 26, 2023 be adopted as published.

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5. IN-CAMERA AGENDA

THAT: we now go into Committee of the Whole (In-Camera) at _____ p.m.
 THAT: we go into Open Meeting at _____ p.m. THAT: the In-Camera Minutes of the Lakehead Region Conservation Authority August 31, 2022 meeting be adopted as published.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

None.

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Recorded Weighted Vote: THAT: the Lakehead Region Conservation Authority adopts the non-matching levy of \$1,642,922 AND FURTHER THAT all member municipalities are designated as benefitting and pay \$926,425 AND FURTHER THAT the City of Thunder Bay is designated as the sole-benefitting municipality for maintaining floodplain mapping, Neebing-McIntyre Floodway and Kaministiquia River erosion pays \$716,497 AND FURTHER THAT each member municipality is to be advised of their apportionment of the non-matching levy. Majority Vote: THAT: the Lakehead Region Conservation Authority adopts the matching levy of \$150,940 AND FURTHER THAT all member municipalities are designated as benefitting AND FUTURE THAT each member municipality is to be advised of their apportionment of the matching levy. THAT: in 2023 the following will be appropriated from the following reserves: Administrative Office Maintenance \$20,000; Vehicle and Equipment Reserve \$15,542; Conservation Area Major Maintenance Capital Reserve \$100,000; and Forest Management Reserve \$3,629. THAT: the Lakehead Region Conservation Authority adopts the 2023 Budget Document, Version 3.0 for a total budget of \$2,892,484.	
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THAT: having examined the accounts for the period January 1, 2023 to January 31, 2023 cheque #2783 to #2809 for \$28,164.55 and preauthorized payments of \$129,386.36 for a total of \$157,550.91, we approve their payment.	
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13. NEW BUSINESS

14. NEXT MEETING
 Wednesday, March 29, 2023 at 4:30 p.m.

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



LAKEHEAD REGION

CONSERVATION AUTHORITY

69th LRCA Annual Board Meeting Minutes
January 26, 2023 at 4:30 PM
130 Conservation Road

Present:

Albert Aiello, Grant Arnold, Donna Blunt, Rudy Buitenhuis, Dan Calvert, Trevor Giertuga, Sheelagh Hendrick, Brian Kurikka, Jim Vezina

Absent:

Brent Cadeau, Greg Johnsen

Also Present:

Tammy Cook, Chief Administrative Officer
Mark Ambrose, Finance Manager
Ryan Mackett, Communications Manager
Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes

1. CALL TO ORDER

Tammy Cook, CAO, as the Acting Chair called the Meeting to order at 4:30 p.m.

2. ADOPTION OF AGENDA

THAT: the Agenda be adopted as published.

Motion: #1/23

Motion moved by Dan Calvert and motion seconded by Albert Aiello. **CARRIED.**

3. DISCLOSURE OF INTEREST

None.

4. ELECTION OF OFFICERS

Members were provided with the Election Procedures. As outlined in the Administrative By-Law, Tammy Cook, CAO, assumed the position of Chair for the purpose of the election of the Chair and Vice-Chair.

Per the Administrative By-Law, the Chair, Vice-Chair and CAO are the signing officers and Conservation Ontario representatives until the 2024 Annual General Meeting.

4.1. ELECTION OF AUTHORITY CHAIR

The CAO, Election Chair, requested nominations for the position of Chair,

Grant Arnold nominated Donna Blunt for the position of Chair.

Nominations for the position of Chair were called three times.

Donna Blunt agreed to let her name stand.

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

Motion: #2/23

Motion moved by Albert Aiello and motion seconded by Jim Vezina. **CARRIED.**

***THAT:** Donna Blunt is appointed as Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2024.*

Motion: #3/23

Motion moved by Grant Arnold and motion seconded by Trevor Giertuga. **CARRIED.**

4.2. ELECTION OF AUTHORITY VICE-CHAIR

The Election Chair requested nominations for the position of Vice-Chair.

Donna Blunt nominated Jim Vezina for the position of Vice-Chair.

Nominations for the position of Vice-Chair were called three times.

Jim Vezina agreed to let his name stand.

***THAT:** the nomination for Vice-Chair be closed.*

Motion: #4/23

Motion moved by Donna Blunt and motion seconded by Rudy Buitenhuis. **CARRIED.**

THAT: *Jim Vezina is appointed as Vice-Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2024.*

Motion: #5/23

Motion moved by Trevor Giertuga and motion seconded by Sheelagh Hendrick. **CARRIED.**

5. MINUTES OF PREVIOUS MEETING

THAT: *the Minutes of the Lakehead Region Conservation Authority Tenth Regular Meeting held on Wednesday, November 23, 2022 be adopted as published.*

Motion: #6/23

Motion moved by Dan Calvert and motion seconded by Albert Aiello. **CARRIED.**

6. APPOINTMENT OF AUDITORS - 2023

THAT: *the audit firm of Grant Thornton Thunder Bay LLP is appointed as auditors of the Lakehead Region Conservation Authority for the year 2023.*

Motion: #7/23

Motion moved by Dan Calvert and motion seconded by Albert Aiello. **CARRIED.**

7. APPOINTMENT OF SOLICITORS - 2023

THAT: *the legal firm of McKitricks is appointed as solicitors of the Lakehead Region Conservation Authority for the year 2023.*

Motion: #8/23

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

8. APPOINTMENT OF AUTHORITY BANK - 2023

THAT: *the Royal Bank of Canada, Business Centre is appointed as the bank with which the Lakehead Region Conservation Authority will conduct its financial business during 2023.*

Motion: #9/23

Motion moved by Albert Aiello and motion seconded by Sheelagh Hendrick. **CARRIED.**

9. BORROWING RESOLUTION

THAT: *Whereas it may be necessary for the Lakehead Region Conservation Authority (herein under referred to as the "Authority") to borrow a sum not to exceed in the aggregate, Four Hundred Thousand Dollars (\$400,000) required for its purposes in the year 2023, until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities designated as such under the Conservation Authorities Act, R.S.O. 1990, Chapter C.27,*

BE IT THEREFORE RESOLVED:

THAT: *the Authority may borrow from a bank, the sum not to exceed in the aggregate Four Hundred Thousand Dollars (\$400,000) necessary for its purposes in the year 2023, on the promissory note or notes of the Authority until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities.*

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

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

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

Motion: #10/23

Motion moved by Sheelagh Hendrick and motion seconded by Albert Aiello. **CARRIED.**

10. IN-CAMERA AGENDA

No In-Camera meeting was held.

11. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

12. CORRESPONDENCE

12.1. Request to Join Lakehead Conservation Foundation

THAT: Ashley Agombar be appointed to the Lakehead Conservation Foundation.

Motion: #11/23

Motion moved by Sheelagh Hendrick and motion seconded by Trevor Giertuga. **CARRIED.**

12.2. Memo from City of Thunder Bay regarding 2023 Budget

Correspondence received from the City of Thunder Bay related to the 2023 City budget was noted.

12.3. 2021-2022 Lakehead University - Arthur Shewchuk Memorial Bursary

It was noted that the recipient of the 2021/2022 Lakehead University - Arthur Shewchuk Memorial Bursary was Jordon Bevis, Honours Bachelor of Outdoor Recreation and Bachelor of Arts (Geography Major).

13. STAFF REPORTS

13.1. Neebing-McIntyre Floodway 2022 Summary

Members reviewed and discussed Staff Report NMFC-01-2023 which summarized the 2022 Neebing-McIntyre Floodway activities.

THAT: Staff Report NMFC-01-2023 be received.

Motion: #12/23

Motion moved by Grant Arnold and motion seconded by Jim Vezina. **CARRIED.**

13.2. Flood Forecasting and Warning Program 2022 Summary

Members reviewed and discussed Staff Report FLFOR-01-2023 which summarized the 2022 Flood Forecasting and Warning Program.

THAT: the Staff Report FLFOR-01-2023 be received.

Motion: #13/23

Motion moved by Jim Vezina and motion seconded by Rudy Buitenhuis. **CARRIED.**

13.3. Digital Engagement- Website and Social Media 2022 Summary

Members reviewed and discussed Staff Report COMREL-01-2023 summarizing the 2022 Website and Social Media activities.

THAT: Staff Report No. COMREL-01-2023 be received for information.

Motion: #14/23

Motion moved by Rudy Buitenhuis and motion seconded by Bill Kurikka. **CARRIED.**

13.4. Strategic Plan Annual Report, January 2022 - December 2022

Members reviewed and discussed Staff Report STRAT-01-2023 related to the Strategic Plan accomplishments in 2022.

THAT: Staff Report STRAT-01-2023 be received.

Motion: #15/23

Motion moved by Rudy Buitenhuis and motion seconded by Bill Kurikka. **CARRIED.**

13.5. LRCA Environmental Education Program 2022 Summary

Members reviewed and discussed Staff Report ENVEDU-01-2023 summarizing the 2022 LRCA Environmental Education Program.

THAT: Staff Report ENVEDU-01-2023 be received for information.

Motion: #16/23

Motion moved by Jim Vezina and motion seconded by Rudy Buitenhuis. **CARRIED.**

13.6. 2022 Development Regulation Summary

Members reviewed and discussed Staff Report DEVREG-01-2023 which summarized the 2022 Development Regulation Program.

THAT: Staff Report DEVREG-01-2023 be received.

Motion: #17/23

Motion moved by Grant Arnold and motion seconded by Jim Vezina. **CARRIED.**

13.7. 2022 Plan Review Summary

Members reviewed and discussed Staff Report PIR-01-2023 which summarized the 2022 Plan Review Program.

***THAT:** Staff Report PIR-01-2023 be received.*

Motion: #18/23

Motion moved by Jim Vezina and motion seconded by Grant Arnold. **CARRIED.**

13.8. Mosquito Creek Watershed Assessment Report

Members reviewed and discussed the Mosquito Creek Watershed Assessment Report.

***THAT:** the Mosquito Creek Watershed Assessment Report be received **AND FURTHER THAT** the recommendations contained therein are endorsed.*

- Staff and funding permitting it is recommended that an update to the 2022 Mosquito Creek Watershed Assessment be completed in the next five to ten years.
- Benthic analysis indicates water quality over an extended period and should be considered for future watershed assessments.
- Additional sampling should be conducted in the spring to observe the water quality differences between high and low flow seasons.
- If the Provincial Water Quality Monitoring Network program was ever expanded, a monitoring location within the Mosquito Creek watershed should be considered.
- A copy of this report should be provided to the City of Thunder Bay, Municipality of Neebing and the Municipality of Oliver Paipoonge for reference purposes. The Report should be kept on file at the LRCA Administration Office for review by interested parties.

Motion: #19/23

Motion moved by Rudy Buitenhuis and motion seconded by Jim Vezina. **CARRIED.**

14. CHIEF ADMINISTRATIVE OFFICE REPORT

14.1. Monthly Treasurers Report- November and December

Member were provided with the monthly Treasurer's Report for November and December's 2022 Administration and Capital.

14.2. 2023 Draft Budget Version 2.0

Members reviewed and discussed the 2023 Draft Budget. Tammy Cook, CAO, gave a brief presentation for the benefit of the new Board Members. It was noted that the approval of the budget was delayed until February 2023, in order to provide the new Board Members the opportunity to review and approve the budget.

THAT: *the Draft 2023 Budget, Version 2.0 is received.*

Motion: #20/23

Motion moved by Jim Vezina and motion seconded by Rudy Buitenhuis. **CARRIED.**

14.3. Administrative By-Law Update

Members reviewed and discussed Staff Report CORP-02-2023 related to the Administrative By-Law No. 1/2018 Version 5.0. The Administrative By-Law was amended to incorporate various updates as recommended by Conservation Ontario.

THAT: *Staff Report CORP-02-2023 is received AND FURTHER THAT Administrative By-Law No. 1/2018 Version 5.0 be adopted.*

Motion: #21/23

Motion moved by Rudy Buitenhuis and motion seconded by Grant Arnold. **CARRIED.**

14.4. Bill 23, More Homes Built Faster Act Update

Members reviewed and discussed Staff Report CORP-03-2023: *Bill 23, More Homes Built Faster Act*, update. Tammy Cook, CAO, gave a brief overview of the Report. It was noted that correspondence was received from the Ministry of Natural Resources and Forestry prohibiting Conservation Authorities from providing municipalities with comments on Prescribed Acts related to natural heritage; freezing Conservation Authority fees related to Section 28 permits and Plan Review services in 2023; and Conservation Authorities must disclose which lands they own that may be suitable for housing.

It was noted that overall, the passing of Bill 23 is anticipated to have a negative impact on the protection of natural heritage in the long term provincially and increase the risk to people and property from natural hazards.

THAT: *Staff Report CORP-03-2023: Bill 23, More Homes Built Faster Act Update be received.*

Motion: #22/23

Motion moved by Jim Vezina and motion seconded by Grant Arnold. **CARRIED.**

14.5. Investment Summary

Members reviewed and discussed Staff Report FIN-04-2023 which summarized the Authority's 2022 investments.

***THAT:** the Staff Report FIN-04-2023 be received.*

Motion: #23/23

Motion moved by Jim Vezina and motion seconded by Trevor Giertuga. **CARRIED.**

14.6. Donations Summary

Members reviewed and discussed Staff Report FIN-06-2023 which summarized donations received to the Authority in 2022.

***THAT:** Staff Report FIN-06-2023 be received.*

Motion: #24/23

Motion moved by Trevor Giertuga and motion seconded by Jim Vezina. **CARRIED.**

14.7. Cascades Paved Trail and Parking Lot Project, NOHFC Application

Members reviewed and discussed the Cascades Paved Trail and Parking Lot Project.

***THAT:** the CAO is authorized to submit an application to the Northern Ontario Heritage Fund Corporation (NOHFC) for the Cascades Conservation Area Parking Lot and Paved Trail Project **AND FURTHER THAT** the LRCA will fund any related project expenses that exceed any NOHFC provided funding.*

Motion: #25/23

Motion moved by Dan Calvert and motion seconded by Jim Vezina. **CARRIED.**

14.8. Board of Directors Training

Members were advised that Board of Directors training will be provided at the next several Board Meetings and that field trips will be organized to visit LRCA owned land in the Spring/Summer of 2023.

15. PASSING OF ACCOUNTS

THAT: having examined the accounts for the period November 1, 2022 to November 30, 2022 cheque #2730 to #2747 for \$40,959.22 and preauthorized payments of \$97,287.84 for a total of \$138,247.06, we approve their payment.

Motion: #26/23

Motion moved by Jim Vezina and motion seconded by Rudy Buitenhuis. **CARRIED.**

THAT: having examined the accounts for the period December 1, 2022 to December 31, 2022 cheque #2748 to #2781 for \$180,041.79 and preauthorized payments of \$100,346.41 for a total of \$280,388.20, we approve their payment.

Motion: #27/23

Motion moved by Rudy Buitenhuis and motion seconded by Grant Arnold. **CARRIED.**

16. REGULATORY ROLE

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

17. PROJECTS UPDATE

17.1. Communications Manager Projects Update

Members were provided with Communication Manager projects updates.

17.2. Lands Manager Projects Update

Members were advised that harvesting of Block 9 in Wishart Conservation Area was being completed. The Conservation Area will remain closed to the public until harvesting is completed.

17.3. Watershed Manager Projects Update

Members were advised of the resignation of the Watershed Manager. A job advertisement had been posted with interviews to be held in February.

It was noted that the January 16, 2023 snow surveys indicated that the snow survey locations were above average for snow depth and water content, when compared to the historical averages for January 15.

18. NEW BUSINESS

None.

19. NEXT MEETING

The next meeting will be held on Wednesday, February 22, 2023, starting at 4:30 p.m.

20. ADJOURNMENT

THAT: the time being 5:52 p.m. **AND FURTHER THAT** there being no further business we adjourn.

Motion: #28/23

Motion moved by Rudy Buitenhuis and motion seconded by Grant Arnold. **CARRIED.**

Chair

Chief Administrative Officer



PROGRAM AREA	Operation and Maintenance of Erosion Control Structures	REPORT NO.	KAMEC-01-2023
DATE PREPARED	February 1, 2023	FILE NO.	26-15-1
MEETING DATE	February 22, 2023		
SUBJECT	Kam River Erosion Control, Victor Broadway, Operation, Maintenance and Surveillance Plan – 2023		

RECOMMENDATION

Suggested Resolution:

“THAT: Staff Report KAMEC-01-2023 be received.”

LINK TO STRATEGIC PLAN (2023 – 2027)

Protect & Support:

- *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.*

EXECUTIVE SUMMARY

On behalf of the City of Thunder Bay, the LRCA has studied and remediated sections of Victor Street which are located on City of Thunder Bay owned land in an effort to address erosional issues that have the potential to impact homes and access and egress to residents on Victor Street.

The Kaministiquia River Operation, Maintenance and Surveillance Plan for Victor Broadway area has been updated for 2023. The Plan outlines completed major works, anticipated and completed maintenance, surveillance plan, and lists past studies and reports.

No major maintenance is planned in 2023 on the Kaministiquia River (Kam River). Minor maintenance includes the placement of topsoil and riprap at the soil nail sites in the vicinity of 1470 and 1480 Victor Street.

In 2023, monitoring of the slope will be increased to biannual inspections at 1620 Broadway Avenue, and at the 2014/2015 and 2005 Victor Street soil nailed sites. LRCA staff will undertake regrading work to stabilize the slope, install hazard signs, develop slope hazard self-assessment resources for landowners, and implement a revegetation plan.

DISCUSSION

The Kaministiquia River Operation, Maintenance and Surveillance Plan for Victor Broadway has been updated for 2023. The Plan outlines completed major works, anticipated, and completed maintenance, surveillance plan, and lists past studies and reports.

No major maintenance is planned on the lower Kaministiquia River (Kam River) in 2023. Minor maintenance carried forward from 2022 includes the placement of topsoil and riprap at the soil nail sites in the vicinity of 1470 and 1480 Victor Street.

In 2022, LRCA attempted to hire an engineering firm to conduct an inspection of the retaining wall. No firms bid as they indicated that the retaining wall was all underground and the only way to inspect the integrity of the structure was to dig it up, which was not considered to be feasible. The necessity of the inspection will be discussed with the City of Thunder Bay.

Subsequent to the Victor/Broadway Bank Stabilization Assessment Study Report in March 2021, LRCA staff met with City of Thunder Bay Engineering staff in April 2021 and in February 2022 to develop an action plan based on the recommendations from the Report. The LRCA/City action plan items that were completed in 2022 and items that are carried forward to 2023 are as follows:

Completed in 2022

- LRCA and City set up an annual meeting to discuss progress (February).

Carried forward to 2023

- City to inspect drainage outlets on Victor Street.
- City to develop a plan and drainage assessment for road re-ditching and reshaping.
- Discuss with City engineering the necessity of inspecting the existing underground retaining wall.
- LRCA to increase the surveillance of the property at 1620 Broadway Avenue, and at the 2014/2015 and 2005 Victor Street soil nailed sites to biannual monitoring (spring and fall) and on an as-needed basis (i.e., after significant rainfall),
- LRCA to complete the required soil nail site repairs in the vicinity of 1470 and 1480 Victor Street,
- LRCA to implement the revegetation plan for soil nail sites, and install hazard signs,
- LRCA to develop resources for landowners to monitor the slope on their own property (self-assessment), and
- City to investigate additional funding to the LRCA to support additional work for Victor Street.
- City/LRCA to meet (annually) to discuss Victor Street monitoring and any future required remedial work.

FINANCIAL IMPLICATIONS

The City of Thunder Bay is designated as sole benefitting municipality for the Victor Street monitoring and any required remedial work. Available budgeted funds and deferred funds will be used for the required minor maintenance, and the action plan items required by LRCA staff.

CONCLUSION

No major maintenance is planned in 2023 on the Kaministiquia River for Victor Broadway area. The LRCA will increase to biannual monitoring of the Victor Street soil nailed sites. Minor maintenance, installation of hazard signs, and the revegetation plan will be implemented by LRCA staff in 2023. The Operation, Maintenance and Surveillance Plan has been updated for 2023.

BACKGROUND

The Kaministiquia River watershed is partially located within the area of jurisdiction of the LRCA. Major erosion control projects have been undertaken by the Authority over the years on City of Thunder Bay owned land in order to protect City infrastructure including water mains and roads, mainly in the Victor Street area. Erosion control projects have been funded by the City of Thunder Bay as the sole benefitting municipality with partial funding for some completed major infrastructure maintenance coming from the Water and Erosion Control Infrastructure (WECI) program administered by the Ministry of Natural Resources and Forestry. Prior to 1995 funds were from transfer payments and after 1995 major maintenance funds were from the WECI program.

The LRCA administers O. Reg. 180/06 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation within the area of jurisdiction of the Authority. Regulated areas within the Kam River watershed include all floodplain lands and fill regulated lands and all Provincially Significant Wetlands and 120 metre adjacent lands.

REFERENCE MATERIAL ATTACHED

Kaministiquia River Operation, Maintenance and Surveillance Plan, Victor Broadway, 2023

PREPARED BY: Tammy Cook, CAO

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE: February 10,2023</p>
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Kaministiquia River

Operation, Maintenance and Surveillance Plan, Victor Broadway – 2023

The Kaministiquia (Kam) River system is one of the largest tributaries draining into Lake Superior. The watershed drainage area is approximately 7,800 square kilometres, originating north of the City of Thunder Bay at Dog Lake. Ontario Power Generation operates dams on the Kam River at Dog Lake, Shebandowan Lake and Kakabeka Falls.

In many areas, the Kam River is contained by steep banks that range from two metres to over 25 metres in height, while other areas along the banks are considered to be low lying. In the low lying areas flooding periodically occurs due to intense rainfall, ice jams and frazil ice. In its lower reaches, the erosion of alluvial deposits has formed many meanders, oxbow lakes and other features commonly associated with a “mature” river. Due to the natural meandering process, erosion of the banks is continuing and is expected to continue into the future.

Erosion and slope failure on the Kam River has been studied extensively over the years. In order to protect municipal infrastructure in the Vickers Heights area, particularly Victor Street and the water main along the slope of the Kam River, extensive work has been carried out to address the on-going erosion. Monitoring of the at-risk areas is conducted annually.

DST Consulting Engineers concluded that crest regression is likely to continue along Victor Street; however, more than six metres of crest failure at any one time was not expected and deep-seated failures below the roadway were not generally expected. Hazards have been managed by utilizing cautionary zones along facilities to be protected, namely Victor Street with its water main (6 metre zone) and nearby residence (10 metre zone). Flood and fill line mapping is utilized to manage development within the regulated area of the Kam River.

Speed limit restrictions on the Kam River are outlined in the Vessel Operation Restriction Regulations which state that in the City of Thunder Bay between the 20th Side Road downstream to the western boundary of Lot 14, Concession 1, south of the Kam River is restricted to 10 kilometers per hour, as shown on the attached map. The City of Thunder Bay is responsible to erect and maintain the signage advising of the speed limit. The City of Thunder Bay Police is responsible to enforce the speed limit.

Kaministiquia River

Operation, Maintenance and Surveillance Plan, Victor Broadway – 2023

Victor Street/Broadway Avenue – Completed Erosion Protection Works

Major undertakings have been completed by the Lakehead Region Conservation Authority to address the on-going erosion along the banks of the Kam River in the Vickers Heights/Victor Street/Broadway Avenue area.

Completed major works to date include (see attached map):

Table 1 – Completed Major Works	
Year	Description of Work
1980	Test drain installed at North Victor Street. Drain failed in 1981.
1981	600 metres of rip rap blanket toe protection on east side of channel of west river channel section, South Victor Street.
1982	LRCA purchased six homes that were within 10 metres of the top of bank along Broadway Avenue (i.e. within cautionary zone). All homes were then demolished, thereby removing the residents from the hazard. One home remains to be purchased, however is not presently within the 10 metre cautionary zone.
1984	1,200 metres of the toe of the slope along Broadway Avenue/ North Victor Street was armoured with 38,000 metric tonnes of rip rap.
1985	350 metres of sheet pile wall installed along a section of Victor Street.
2004-2005	Five sites secured with Soil Nail and Root Technology (SNART) as erosion was within 6 metres of the watermain along North Victor Street.
2011	Slope re-grading and rip rap placement across from 1420 Victor Street. After the May 2012 rainfall event the treated slope failed.
2013	Slope re-grading, benching and rip rap placement across from 1420 Victor Street. Short Term Solution.
2013	Slope re-grading and erosion control blanket placement across from 1470 Victor Street. Short Term Solution.
2013	Slope re-grading and erosion control blanket placement across from 1480 Victor Street. Short Term Solution.
2014	Three sites (across from 1420, 1470 and 1480 Victor Street) secured Soil Nail and Root Technology (SNART).
2015	Site across from 1470 Victor Street required additional SNART installation on south side of remediation due to additional failure in the spring of 2015. Rip rap was also added to site.

Kaministiquia River

Operation, Maintenance and Surveillance Plan, Victor Broadway – 2023

Anticipated and Completed Maintenance

The following table provides a summary of anticipated and completed maintenance.

Table 2 – Anticipated and Completed Maintenance				
Area of Work	Description of Activity	Completion Date	*Provincial Funds Provided	Estimated Required Recurrence
Victor Street – South end, west channel	600 metres of rip rap blanket toe protection	1981	Yes	2031 (50 years)
Broadway near Victor Street	Purchase of six homes and demolition, which were at risk due to erosion on bank	1982	Yes Project 416	n/a
	Consider purchase of 1620 Broadway Avenue when home is less than 10 metres from top of slope.			Within next 10 years
Broadway/ Victor Street	Phase I - Rip Rap Rock Protection 40,000 metric tonnes of rip rap and 38,000 square metres of filter cloth placed along the toe of 1,200 metres of shoreline.	1984	Yes	2034 (50 years)
	Phase II – 350 metres of sheet pile wall installed. Panels were lowered between vertical H-beams embedded in concrete and anchored for stability. The area was backfilled, and the road was rebuilt.	1985		2035 (50 years)
King Road	Repair of Slope Failure on bank of Kam on King Road north of entrance into Fort William Historical Park. Filter fabric overlain with rip rap (14,000 tonne) to elevation 187.0 (1.5:1 slope), compacted granular (300 tonne) to toe of berm (1.8:1 slope). Mulching and hydraulic seeding of area.	1987	Yes	2037 (50 years)

Kaministiquia River

Operation, Maintenance and Surveillance Plan, Victor Broadway – 2023

Table 2 – Anticipated and Completed Maintenance

Area of Work	Description of Activity	Completion Date	*Provincial Funds Provided	Estimated Required Recurrence
1400, 1420, 1460, 1480, 1510 Victor Street	Five sites stabilized with DST's proprietary soil nail stabilization system "Soil Nail and Root Technology (SNART)".	2004-2005	Yes R.04.093	2055 – 2105 (Design life of 50 to 100 years)
1420, 1470, 1480 Victor Street	Short term stabilization completed	2013	No	2064 – 2114 (Design life of 50 to 100 years)
	Long term stabilization (i.e., soil nailing SNART technology)	2014	Yes R.14.060	
1470 Victor	Additional failure south of 2014 soil nailed site, additional nails installed in June 2015 along with rip rap in the section and hydro-seeding of entire site	2015	No	
1470 and 1480 Victor Street	Minor maintenance at DST Site #2, includes adding approximately 2.0 cubic metres of topsoil, and riprap.	2023		
Victor Street Sheet Pile Retaining Wall	Regrading and revegetation	2023		
Victor Street	Revegetation of slope and placement of hazard signs	2023		

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

Surveillance Plan

The following table summarizes the completed and on-going Surveillance along the Kaministiquia River.

Table 3 – Surveillance Plan

Area of Monitoring	Description of Monitoring	Date of Monitoring	Estimated Recurrence
1620 Broadway Avenue	Monitor slope to ensure structures are less than 10 metres from top of slope. (as of 2020, measurement is <u>12.45m</u> from top of slope).	Annual	Biannually – spring & fall (Starting in 2022)
	LRCA to consider purchasing home once dwelling is within 10 metres of crest of slope.		

Kaministiquia River

Operation, Maintenance and Surveillance Plan, Victor Broadway – 2023

Table 3 – Surveillance Plan

Area of Monitoring	Description of Monitoring	Date of Monitoring	Estimated Recurrence
1400, 1420, 1460, 1480, 1510 Victor Street	Annual horizontal underground monitoring of slope using SPUD devices (dry well with an installed anchored cable that has markings that is spread across Victor Street to a corresponding flush mount casing which is used as a reference point)	Plan established August 7, 2003 and initial inspection by DST. LRCA monitored 2003 to 2007. DST monitored 2008 to present	Biannually – spring & fall (Starting in 2022)
	Repairs to SPUDS by DST Fall 2008. Repairs to SPUDS by DST Fall 2013.		
1420, 1470 and 1480 Victor Street	Inclinometers, settlement plates and piezometers monitoring for slope movement.	October 2014 to March 2015 (weekly)	Biannually – spring & fall (Starting in 2022)
		April to September 2015 (bi-weekly)	
		October 2015 to June 2016 (monthly)	
		Fall 2016 going forward	
Kam River (City to Rosslyn Village)	Floodplain Mapping	1979 2018 - 2020	tbd
Kam River within City of Thunder Bay	Erosion Sites Inventory	1987 2017 - 2019	tbd
Vegetation Assessment	Victor Street Area	2021	tbd
Victor Street Sheet Pile Retaining Wall	Structural inspection, including inspection of drainage system	tbd	tbd

Past Studies/Reports

Table 4 – Past Studies & Reports

Area of Study	Title of Study	Date
Kam River Lakehead Expressway to boundary of City of Thunder Bay	Bank Erosion on the Kam River in the City of Thunder Bay, VB Cook Ltd.	August 1973
Kam River and Tributaries	Report on the Sept. 8-9, 1977 Flood, MNR	November 1977
Broadway – North Victor and South Victor	Benefit Cost Study of Erosion Control on the Kam River in Thunder Bay, Andrew Brodie Associates Inc.	December 1978

Kaministiquia River

Operation, Maintenance and Surveillance Plan, Victor Broadway – 2023

Table 4 – Past Studies & Reports

Area of Study	Title of Study	Date
Lake Superior to Rosslyn Village	Kam River Floodline Mapping, James F. MacLaren Ltd.	October 1979
South Victor Avenue	Stability Analysis Kam River, South Victor Avenue, Robert Dodds Ltd.	November 1979
Vickers Heights Area	Erosion Study, Vickers Heights Area, Kam River, Dominion Soil Investigation Ltd.	January 1982
Vickers Heights Area	Review of Report on Erosion Study, Vickers Heights Area, Golder Associates	February 1982
Vickers Heights Area	Preliminary Design for Remedial Works to the banks of the Kam River, Binnie & Partners	October 1982
Vickers Heights Area	Addendum to Report Erosion Study, Vickers Heights Area, Kam River, Dominion Soil Investigations Ltd.	December 1982
Broadway Avenue and North Victor Street	Preliminary Design Report, Kam River Bank – Toe Erosion Protection, DeLCan, DeLeuw Cather, Canada Ltd.	January 1984
Kam River	Flood Risk Map, Flood Damage Protection Program	1984
Broadway Avenue and North Victor Street	Kam River Bank Toe Erosion Protection, DeLCan, DeLeuw Cather, Canada Ltd.	January 1984
Victor Street	Kam River Erosion Control Bank Stabilization Feasibility and Preliminary Design, Dominion Soil Investigation Inc.	October 1984
Victor Street	Geotechnical Design Brief Soldier Pile and Lagging Retaining Wall, Kam River Erosion Control, Bank Stabilization, Dominion Soil Investigation Inc.	October 1984
Fort William Historical Park	Old Fort William, Kam River Frontage Sand Bar Removal Study, Proctor and Redfern Ltd.	June 1985
King Road	Site Investigation, Bank Failure on Kam River, King Road, Robert Dodds Ltd.	November 1986
Kam River Hwy 61 to City Limits	Kam River Erosion Sites Inventory Study, Robert Dodds Limited	April 1987
Kam River Watershed	Kam River Watershed Management Study, Acres International Ltd.	November 1990
CP Rail Underpass to Lake Superior	Kam River Bank Clean Up Study, Proctor and Redfern Ltd.	October 1991
Lake Superior to Westfort Turning Basin	Kam River Property Assessment, LRCA	August 1994
Broadway Avenue / South Victor Street	Kam River Bank Stability Assessment Broadway Avenue / South Victor Street Area, DST	November 15, 2002
Broadway Avenue / South Victor Street	Kam River Bank Stability Assessment Broadway Avenue / South Victor Street Area	November 2002

Kaministiquia River

Operation, Maintenance and Surveillance Plan, Victor Broadway – 2023




Table 4 – Past Studies & Reports		
Area of Study	Title of Study	Date
Victor Street	Instrumentation and Monitoring Plan, Kam River Bank Stability, DST	August 7, 2003
Victor Street	“First Step” Action Plan Kam River Bank Stability Assessment Broadway Avenue/ South Victor Street, DST	November 10, 2003
Kam River System	Water Management Plan, OPG	August 2004
Victor Street soil nailed area	Design Report Soil Nail Stabilization System for Five Locations along Victor Street, DST	March 2, 2005
Victor Street soil nailed area	Construction Report 2004 Design-Build Contract Kam River Bank Stabilization, DST	December 2006
1420 Victor Street	Victor Street Slope Failure Site No. 4 (1420 Victor Street), DST	January 8, 2013
1470/1480 Victor Street	1470-1480 Victor Street Slope Failures between Sites #2 and #3	June 2013
1420 Victor Street	1420 Victor Street Slope Survey Monitoring, DST	August 6 to September 2013
1470 Victor Street	Construction Report, Slope Failures Temporary Solutions, 1470 Victor Street, DST	December 20, 2013
1480 Victor Street	Construction Report, Slope Failures Temporary Solutions, 1480 Victor Street, DST	December 20, 2013
Victor Street 2005 soil nailed areas	Victor Street Monitoring Report, DST	Annual Reports 2009 to 2015 and 2017
1420/1470/1480 Victor Street	Construction Report, 2014 Design-Build Contract	December 2014
1420/1470/1480	Victor Street Monitoring Report, DST	September 29 to December 25, 2014
1420/1470/1480	Victor Street Monitoring Report, DST	Monthly reports 2015
1420/1470/1480	Victor Street Monitoring Report, DST	Annual report 2016
1420/1470/1480	Victor Street Monitoring Report, DST	Annual report 2017
1420/1470/1480	Victor Street Monitoring Report, DST	Annual report 2018
1420/1470/1480	Victor Street Monitoring Report, DST	Annual report 2019
Kam River within City of Thunder Bay	Kaministiquia River Erosion Sites Inventory Report, KGS Group	June 2019
Victor Street and Broadway Avenue	Victor/Broadway Bank Stabilization Assessment Study Report, Hatch	March 2021

Attachments: Broadway Avenue/ Victor Street Erosion Projects Map
 Kam River Speed Limit Restriction Area Map

**Broadway Avenue /
Victor Street
Erosion Projects**



Legend

-  2015 Soil Nailing Site
-  2014 Soil Nailing Sites
-  Rip Rap Erosion Protection, 1984
-  Retaining Wall, 1985
-  Bank Stabilization
-  Rip Rap Erosion Protection, 1981
-  Soil Nailing Sites, 2004-2005
-  City Owned Property
-  LRCA Owned Property

0 50 100 150 200 m

1:6,000

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Datum: NAD 83
Projection: UTM Zone 16N
Imagery: 2012
Date: January 2016
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LRCA Acquired At Risk Home Locations

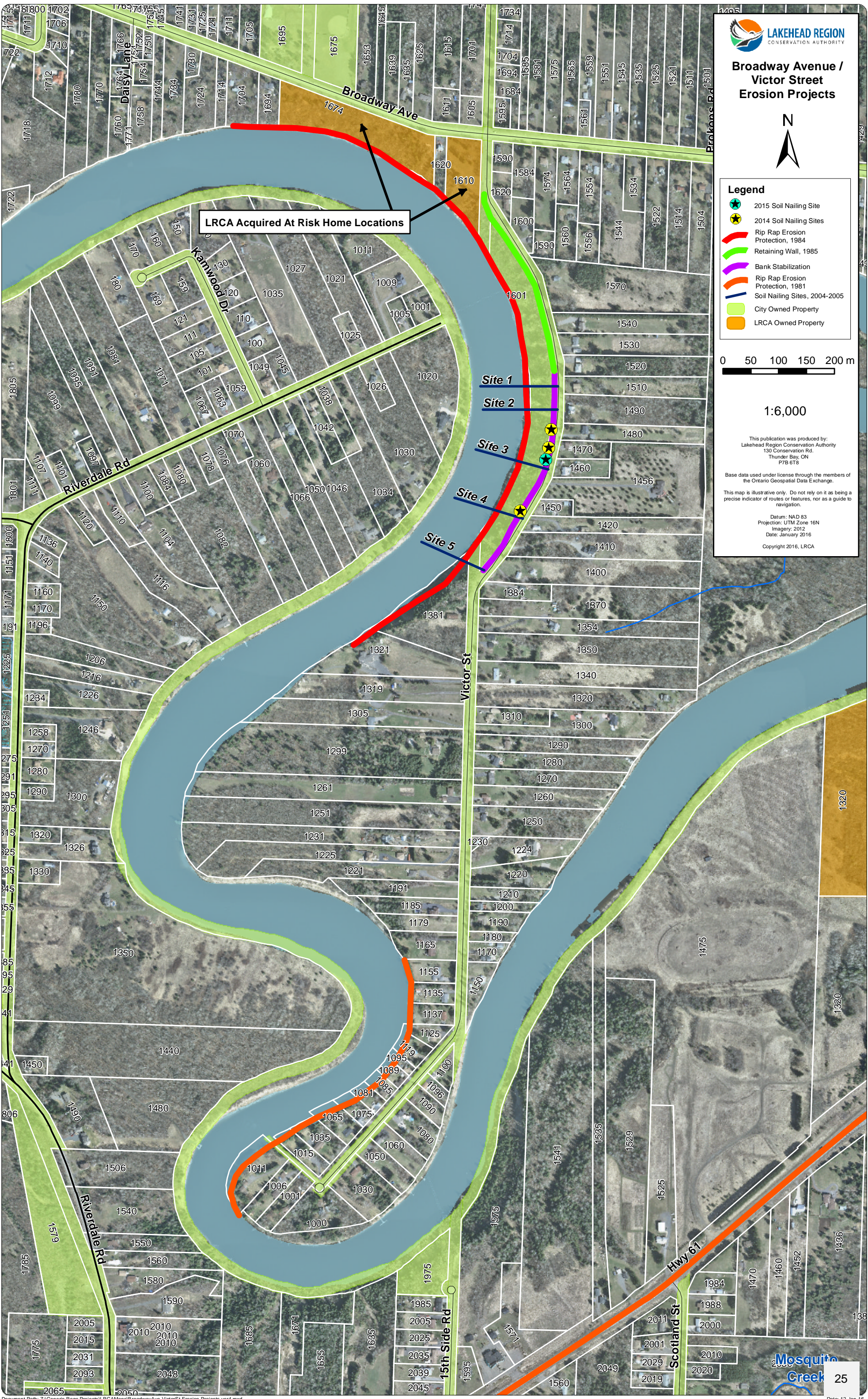
Site 1

Site 2

Site 3

Site 4

Site 5



Kaministiquia River Restricted Speed Area



Legend

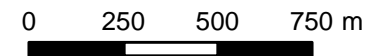
- Restricted Speed Area
- Parcels

Drainage

- Water Body
- Wetland
- Provincially Significant Wetland
- Stream
- River
- Ditch

Roads

- Highway
- Road
- Street



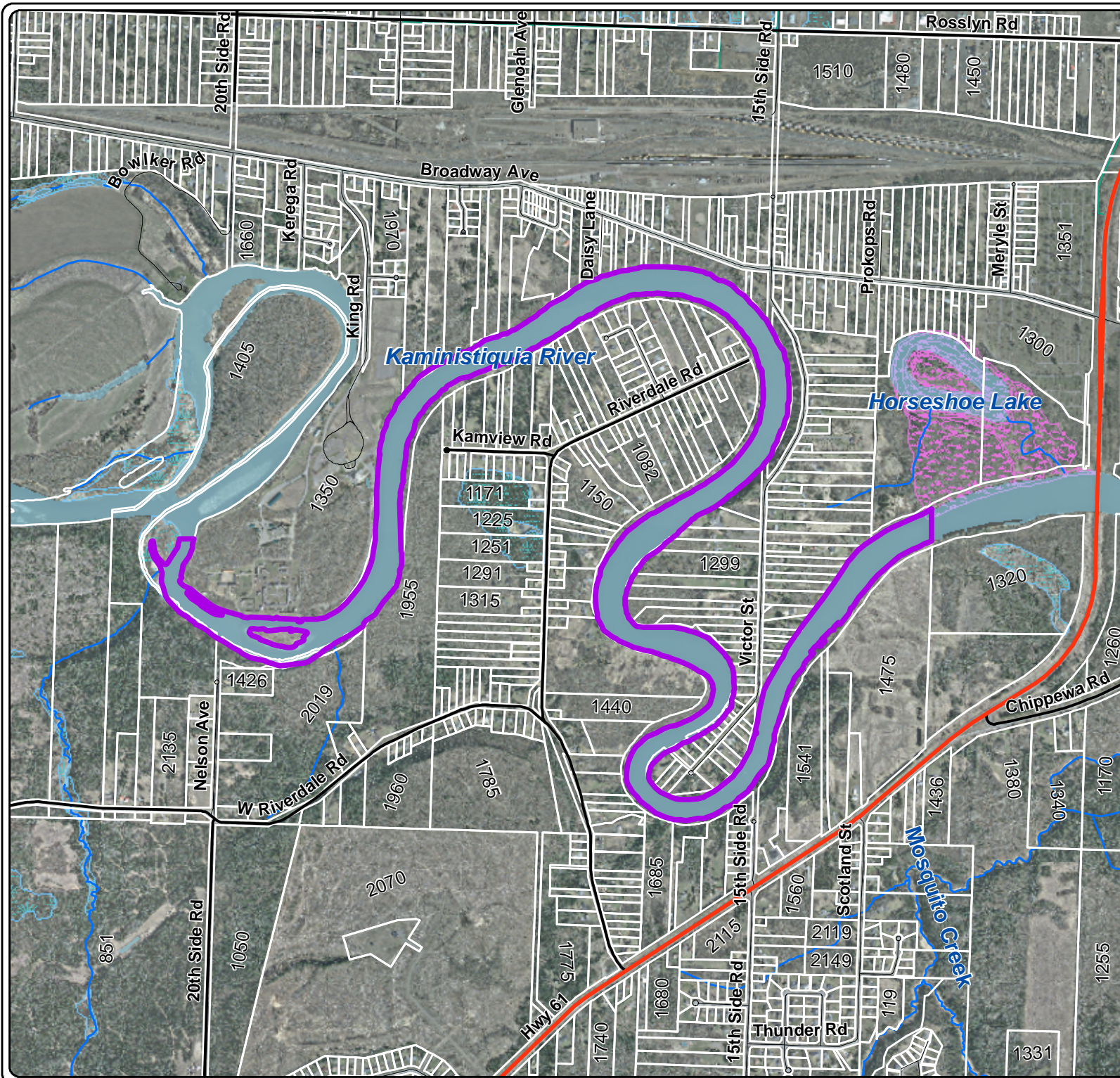
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Datum: NAD 83
Projection: UTM Zone 16N
Date: January 2016





PROGRAM AREA	Land Management	REPORT NO.	LM-01-2023
DATE PREPARED	February 2, 2023	FILE NO.	11-4-4
MEETING DATE	February 22, 2023		
SUBJECT	2022 Hazard Tree Removal Program		

RECOMMENDATION

“THAT: Staff Report LM-01-2023 be received for information.”

LINK TO STRATEGIC PLAN

Connect and Explore:

- *Manage and enhance recreational areas for current and future generations through robust land management, efficient maintenance programs and reinvestment in the land.*

EXECUTIVE SUMMARY

Lakehead Region Conservation Authority (LRCA) field staff conducted the annual Hazard Tree Removal Program during the month of October. Trees were felled in all areas where there could be a danger to people and/or LRCA property. Hazard trees are chosen to be felled if they appear to be dead, dying and/or damaged. These trees can include large trees up to and over two feet in diameter and trees as small as four inches in diameter. A total of 208 hazard trees were removed from LRCA property during 2022. Professional contractors were hired to remove trees deemed as a safety hazard to LRCA staff and hazard trees with potential liability concerns. Staff removed a significant number of trees throughout the regular maintenance season as a result of many trees being damaged by a the wet/heavy snowfalls of late winter 2022 and strong wind events throughout the season.

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

DISCUSSION

In total, a total 208 trees were felled in 2022. The attached spreadsheet summarizes the location and species cut down per area.

Fallen trees are left in the general area to where they have fallen. Most often trees are cut and made to fall away from the trails or any structures; however, there are times when the trees must be felled along or across trails. When this occurs the trees are cut into manageable sections in order to be tossed off the trail. As the hazard trees decompose throughout the years they become

nutrients for the soil, other vegetation such as mosses will grow on them and they will add to a healthier overall ecosystem. These trees also become habitat for smaller animals and insects.

During the 2022 felling season an increased number of larger trees were identified and removed by LRCA staff with the addition of hiring professional tree removal contractors to fell and remove several trees located at the at the Clayte/Hartvikson McVicar Property. Professional tree contractors are hired when hazard trees are in positions where they become a safety risk to LRCA staff during felling or if they are near infrastructure that can lead to possible litigation if a mistake during felling occurs. Rutter Urban Forestry felled 6 large poplar trees ranging from 40-50 feet in height that were situated in precarious positions near the neighbouring property. Staff also removed a significant number of trees throughout the regular maintenance season. Many of these trees were damaged as a result of stress from the wet/heavy snowfalls of late winter 2022 and subsequent strong wind events throughout the season.

FINANCIAL IMPLICATIONS

Staff time for this program is budgeted yearly as part of the LRCA levy process. Professional contractors were hired at a total cost of \$525.45 which is also budgeted yearly.

CONCLUSION

In total 208 trees were removed from LRCA owned lands in 2022. The hazard tree program proactively addresses tree hazards to ensure the safety of staff and visitors to LRCA owned land and also minimizes risk to LRCA owned infrastructure.

BACKGROUND

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

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

To date since 2003 the LRCA has felled 5,279 hazard trees from LRCA owned properties.

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

REFERENCE MATERIAL ATTACHED

2022 Hazard Tree Removal Summary Table

PREPARED BY:

Ryne Gilliam, Lands Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Timmy Cook</i></p> <p>Chief Administrative Officer</p>	<p>DATE: February 14, 2023</p>
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2022 Hazard Tree Removal Summary

Property	Area	Tree Species							Total Trees Removed	Notes
		Poplar	Red Pine	Spruce	Birch	Balsum	Jackpine	Willow		
Cascades	Picnic Area						1		39	
	Red Trail	2		3	2	2	1			
	Orange Trail	4		1	3	2				
	Blue Trail	1		3	1	2	1			
	Yellow Trail	2	1	2		1	1			
	Paved/Green Trail	1				1	1			
Hazelwood Lake	Picnic Areas	1							21	
	Beach/Orange Trail	3		2		2	2			
	Community Forest Trail	3	1	3	1	1				
	Dam Trail			1			1			
Hurkett Cove	Picnic Area	2		2					21	
	Trail System	6		5	2	4				
Cedar Falls	Picnic Area								12	
	Trail System	3		5	1	2	1			
Little Trout Bay	Picnic Area			5	1	2			26	
	Lake Trail	2		5	2	3				
	Lookout Trail			3		3				
Mission Island Marsh	Picnic Area								6	
	Trail System	6								
Silver Harbour	Picnic Area								0	
Mackenzie Point	Picnic Area			3					3	
Mills Block Forest	Trail System	5	3	6	2	4	7		27	
Wishart Forest	Trail System	9		18	1	11	3		42	
McVicar/Hartviksen	Open Area	*6							6	Contractor Removal
Broadway/Vicror	Open Area	1		1	3				5	
TOTAL:									208	
* Denotes Contractor Removal										



PROGRAM AREA	FOREST MANAGEMENT	REPORT NO.	FORMG-01-2023
DATE PREPARED	February 7, 2023	FILE NO.	22A-11-2
MEETING DATE	February 22, 2023		
SUBJECT	Forest Management Plan: Annual Summary - 2022		

RECOMMENDATION

Suggested Resolution:

“THAT: Staff Report FORMG-01-2023 be received.”

STRATEGIC PLAN

Links to the Strategic Plan (2023-2027):

Conserve and Sustain:

- *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.*

Connect and Explore:

- *Manage and enhance recreational areas for current and future generations through robust land management, efficient maintenance programs and reinvestment in the land.*

EXECUTIVE SUMMARY

The Authority currently participates in the Ontario Managed Forest Tax Incentive Program (MFTIP). Through the MFTIP, ‘Managed Forest’ properties pay 25% of the municipal tax rate set for residential properties based on forest management uses. The LRCA has a total of ten Forest Management properties.

The current MFTIP Plan covers the term of January 1, 2017 to December 31, 2026. In 2022, the total taxes paid for the ten properties was \$10,277.69. Total coin box/pay and display payments at the Forest Management properties amounted to \$20,806.22. No harvesting within any ‘Managed Forest’ properties was undertaken during 2022.

DISCUSSION

The Authority currently participates in the Ontario Managed Forest Tax Incentive Program (MFTIP). Through the MFTIP, ‘Managed Forest’ properties pay 25% of the municipal tax rate set

for residential properties based on forest management uses. The LRCA has a total of ten Forest Management properties.

The LRCA’s Forest Management Plan ten-year term is from January 1, 2017 to December 31, 2026. A requirement of the MFTIP is to complete a five-year progress report by July 31 of the fifth year in the MFTIP which was completed in 2021. The Report of Activities is used by the LRCA to document actions undertaken in the Forest Management Areas every year. Activities in the MFTIP are to be carried out according to “good forestry practices” as defined in the *Forestry Act*. Appropriate management activities for the MFTIP includes:

- Tree planting of native tree species, tending, thinning, pruning and harvesting,
- Recreational activities,
- Wildlife management involving habitat work or participating in monitoring programs,
- Protecting environmentally sensitive areas by limited disturbance, and
- Learning about your forest.

Attached is the Report of Activities that provides greater details on general activities at each Managed Forest property area. Below are the activities that were reported between the January 1 and December 31, 2022 term.

2022 Report of Activities Summary					
Managed Forest Property Areas	Taxes Paid	Visitation Revenue	Harvesting Revenue	Planting / Habitat Work	Recreation / Learning
Cascades	\$ 237.70	\$ 15,975.00	-	-	✓
Cedar Falls	\$ 76.30	\$ 489.05	-	-	✓
Granite Point*	\$ 152.11	-	-	-	-
Hazelwood Lake	\$ 5,423.28	\$ 1,211.69	-	-	✓
Hurkett Cove	\$ 386.60	\$ 368.67	-	-	✓
Little Trout Bay	\$ 176.44	\$ 1,210.05	-	-	✓
Wishart Forest	\$ 891.39	\$266.40	-	-	✓
Mills Block Forest	\$ 592.90	\$ 1,285.36	-	-	✓
Harpell/ Bocking*	\$272.88	-	-	-	-
William’s Forest*	\$ 2068.09	-	-	-	-
Total Cost	\$ 10,277.69	\$ 20,806.22	-	-	-

* not publicly accessible Managed Forest Property Areas.

The LRCA’s publicly accessible Managed Forest Properties are regularly used by the general public for outdoor recreation activities such as hiking, trail running, wildlife viewing, snowshoeing, nature appreciation, birding, photography, swimming, canoeing, kayaking, fishing, etc. The areas are also regularly used by the LRCA for our Environmental Education Programming and other workshops, field trips, guided hikes, etc. In 2022 Wishart Forest and Mills Block Forest were renamed as Conservation Areas.

Additionally, local schools, user groups such as Guides and Scouts and the Thunder Bay Field Naturalists as well as Lakehead University and Confederation College regularly use the areas for education programming, workshops, guided hikes and outdoor experiential learning initiatives.

FINANCIAL IMPLICATIONS

Costs to manage the forestry component of the Forest Management Properties are funded through self-generated forestry revenue. Funds are maintained in the Forest Management Reserve.

CONCLUSION

Every year the LRCA documents the activities in the ten Forest Management Areas as part of the Ontario Forest Management Tax Incentive Program (MFTIP). Activities are to be carried out according to “good forestry practices” as defined in the *Forestry Act*. In 2022, the total property taxes paid was \$10,277.69. The revenue collected from the coin boxes was \$20,806.22 at the ten properties.

BACKGROUND

The Authority participates in the Ontario Managed Forest Tax Incentive Program (MFTIP), which is a program to bring a greater fairness to the property tax system by valuing forestland according to its current use. The program is also designed to increase landowner awareness about forest stewardship. By participating in the program, properties assessed and managed under the managed forests property class, have the land taxed at 25 percent of the municipal tax rate set for residential properties.

The Authority currently has Forest Management Plans (Plan number 12707) for the following properties, which are owned and maintained by the Authority: Cascades Conservation Area, Cedar Falls Conservation Area, Granite Point Conservation Area, Hazelwood Lake Conservation Area, Hurkett Cove Conservation Area, Little Trout Bay Conservation Area, Mills Block Conservation Area, Williams Forest, Wishart Conservation Area and the Harpell/Bocking property.

KBM Resources Group developed the Managed Forest Plans for the 20-year period from January 1, 2007 to December 31, 2026; however, the MFTIP current term is 10 years. The current plan was developed by KBM Resources Group and covers the term of January 1, 2017 to December 31, 2026. The current plan was approved by the Board per Resolution #93/16.

REFERENCE MATERIAL ATTACHED

MFTIP Activity Reports – January 1, 2017 to December 31, 2022

PREPARED BY: Ryne Gilliam, Lands Manager

THIS REPORT SIGNED AND VERIFIED BY: <i>Tammy Cook</i> Tammy Cook Chief Administrative Officer	DATE: February 14, 2023
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Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues		Comments			
	Description	Planned	Completed		Voluntary Donations to Coin Boxes		Taxes			
Cascades	Maintenance of parking areas, picnic facilities, pavilion, privy; garbage pick-up; clear trails of fallen trees; replace signage as required.	yes	Annually				2017	\$1,871.61	2017	\$199.67
					2018	\$1,261.10	2018	\$218.88		
					2019	\$2,377.33	2019	\$235.49		
					2020	\$3,208.30	2020	\$256.12		
					2021	\$7,357.91	2021	\$256.48		
					2022	\$15,975.00	2022	\$237.70		
					2023		2023			
					2024		2024			
					2025		2025			
					2026		2026			
	Flag approximate property boundaries	yes	Not done							
	Improve trails, particularly in wet areas	yes	Not done							
Obtain new aerial photography for Forest Management purposes	yes	Not done								
Collect contributions from collection boxes	yes	Annually								
Explore other opportunities to generate income	yes	Not done								
Acquire the private land that separates LRCA properties	yes	Not done								

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments
	Description	Planned	Completed			
	Two payment information signs installed	no	2017	\$169.94		
	New hand railing replaced at Red Trail	no	2018	\$4,548.25		
	Trail Bench installed along paved trail	no	2019	\$1,131.57		
	2 No Winter Maintenance Signs Installed	no	2019	\$85.00		
	New Concrete Picnic Table Installed	no	2020	\$1,680.31		
	New Handrailing Built at Yellow Trail	no	2020	\$4665.70		
	Emergency Information Sign Installed	no	2020	\$42.50		
	No Harvesting Sign Installed	no	2020	\$42.50		
	No Camping or Overnight Parking Sign Installed	no	2020	\$42.50		
	No Fires Sign Installed	no	2020	\$42.50		
	No Harvesting Sign Installed	no	2020	\$42.50		
	Large \$5 Fee Sign Installed	no	2021	\$449.00		
	Refinish main entrance sign	no	2021	\$100.00		
	Pay and Display Unit Installation	no	2021	\$10,740.30		

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments
	Description	Planned	Completed			
	Municipal By-Law Sign Installed	no	2021	\$259.00		
	Pay and Display Location Signage (2) Installed	no	2021	\$98.00		
	Parking Line Painting	no	2021	\$901.29		
	Coin Boxes Removed (2)	no	2021	\$0.00		
	Parking Lot and Paved Trail Redesign and Consultation	no	2022	\$21,752.51		

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues		Comments	
	Description	Planned	Completed		Voluntary Donations to Coin Boxes		Taxes	
Cedar Falls	Maintenance of parking areas, picnic facilities; garbage pick up; clear trails of fallen trees; replace signage as required.	yes	Annually				2017	\$58.07
					2018	\$64.91		
					2019	\$69.15		
					2020	\$72.78		
					2021	\$74.69		
					2022	\$76.30		
					2023			
					2024			
					2025			
					2026			
	Flag approximate property boundaries	yes	Not done					
	Obtain new aerial photography for Forest Management purposes	yes	Not done					
	Collect contributions from collection boxes	yes	Annually					
	Explore opportunities to generate income and/or reduce operating costs.	yes	Not done					
	One payment information sign installed	no	2017	\$84.97				
	New Entrance Sign Installed	no	2020	\$120.00 materials				
	New Concrete Picnic Table Installed	no	2020	\$1,680.31				
	Emergency Information Sign Installed	no	2020	\$42.50				

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

	Not a Designated Swim Area Sign Installed	no	2020	\$42.50		
	No Harvesting Sign Installed	no	2020	\$42.50		
	Large \$5 Fee Sign Installed	no	2021	\$449.00		
	Emergency Turn Around Section Developed Along Trail	no	2022	\$0		

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments	
	Description	Planned	Completed				
Granite Point	No activity	yes				Taxes	
						2017	\$117.30
						2018	\$125.54
						2019	\$135.79
						2020	\$146.77
						2021	\$149.61
						2022	\$152.11
						2023	
						2024	
						2025	
						2026	
	Flag approximate property boundaries	yes	Not done			Note: no access to date.	
	Obtain new aerial photography	yes	Not done				
	Explore new opportunities	yes	On-going				
	Harvesting	no	Not done				

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments	
	Description	Planned	Completed				
Harpell/Bocking	No activity	yes				Taxes	
						2017	\$363.18
						2018	\$173.24
						2019	\$270.32
						2020	\$271.48
						2021	\$271.95
						2022	\$272.88
						2023	
						2024	
						2025	
						2026	
	Flag approximate property boundaries	yes	Not done			Note: no access to date.	
	Obtain new aerial photography	yes	Not done				
	Explore new opportunities	yes	On-going				
	Harvesting	no	Not done				

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities		Costs	Revenues		Comments		
	Description	Planned		Completed	Voluntary Donations to Coin Boxes		Taxes	
Hazelwood Lake	Maintenance of parking areas, picnic facilities, beach area, canoe launch area and assoc. infrastructure; garbage pick-up; clear trails of fallen trees; replace signage as required.	yes	Annually					
					2017	\$713.16	2017	\$4,351.47
					2018	\$813.84	2018	\$4,347.84
					2019	\$1,003.25	2019	\$4,604.99
					2020	\$1,899.58	2020	\$5,054.59
					2021	\$2,521.76	2021	\$5,349.96
					2022	\$1,211.69	2022	\$5,423.28
					2023		2023	
					2024		2024	
					2025		2025	
		2026						
	Flag approximate property boundaries	yes	Not done					
	Obtain new aerial photography for Forest Management purposes	yes	Not done					
	Two payment information signs installed	no	2017	\$169.94				
	Pursue purchase of non-LRCA properties that touch Hazelwood Lake so that a trail can be created that circumnavigates the lake.	yes	Not done					
	Collect contributions from collection boxes	yes	Annually					

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

	Explore other opportunities to generate income or reduce costs.		yes	Not done			
	New pavilion built		yes	2017	\$65,293.48		
	Guard rail replaced along causeway on access road		no	2017	\$24,931.20		
	Fixed dock – removed and replaced with roll-in – roll-out dock		no	2018	Donated by Union Gas		
	Trail extension cut at Dam Trail		no	2018	Completed by Jr Rangers		
	Refinished all three outhouses		no	2019	\$570.00		
	No Camping or Overnight Parking Sign Installed		no	2020	\$42.50		
	No Harvesting Sign Installed		no	2020	\$42.50		
	Emergency Information Sign Installed		no	2020	\$42.50		
	Life Saving Station Installed		no	2020	\$444.09		
	Unsupervised Swimming Area, No Lifeguard on Duty Sign Installed		no	2020	\$42.50		

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

No Fires Sign Installed		no	2020	\$42.50		
Snowmobiles Prohibited Sign Installed		no	2020	\$42.50		
No Gasoline Powered Engines Sign Installed		no	2020	\$42.50		
Large \$5 Fee Sign Installed		no	2021	\$449.00		
Refinish main entrance sign		no	2021	\$100.00		
Garage Repairs		no	2021	\$3,694.24		
Dam Repairs		no	2021	\$182,299.53		
Concrete Picnic Table Installed			2022	\$2,216.89		
Picnic Shelter Demolition		yes	2022	\$6,610.50		

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues		Comments	
	Description	Planned	Completed		Voluntary Donations to Coin Boxes		Taxes	
Hurkett Cove	Maintenance of parking areas, picnic facilities, pavilion, privy; garbage pick-up; clear trails of fallen trees; replace signage as required.	yes	Annually					
					2017	\$180.65	2017	\$335.41
					2018	\$184.53	2018	\$258.83
					2019	\$182.65	2019	\$313.89
					2020	\$498.82	2020	\$303.64
					2021	\$880.45	2021	\$376.58
					2022	\$368.67	2022	\$386.60
					2023		2023	
					2024		2024	
					2025		2025	
	Obtain new aerial photography for Forest Management purposes	yes	Not done					
	Flag approximate property boundaries for marketing purposes	yes	Not done					
	Explore opportunities to generate income and/or reduce operating costs.	yes	Not done					
	Collect contributions from collection box	yes	Annually					
	One payment information sign installed	no	2017	\$84.97				
	Trail spur cut to new lookout point from existing trail.	no	2019	\$50.00				

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

	New trail head sign installed	no	2019	\$200.00		
	Bird feeder installed	no	2019	\$150.00		
	Emergency Information Sign Installed	no	2020	\$42.50		
	No Harvesting Sign Installed	no	2020	\$42.50		
	New Floating Dock Installed	no	2020	\$19,566.94		
	Large \$5 Fee Sign Installed	no	2021	\$449.00		
	Refinish main entrance sign	no	2021	\$100.00		
	AODA Picnic Table Installed	no	2022	\$1,700.00 (Donation)		Paid for by Superior Picnics Program funded by Superior Country

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues		Comments	
	Description	Planned	Completed		Voluntary Donations to Coin Boxes		Taxes	
Little Trout Bay	Maintenance of parking areas, boat launch, docks, picnic facilities, pavilion; garbage pick up; clear trails of fallen trees; replace signage as required.	yes	Annually					
					2017	\$456.88	2017	\$142.86
					2018	\$843.50	2018	\$160.66
					2019	\$522.52	2019	\$177.56
					2020	\$914.66	2020	\$190.55
					2021	\$1,819.81	2021	\$190.61
					2022	\$1,210.05	2022	\$176.44
					2023		2023	
					2024		2024	
					2025		2025	
				2026		2026		
	Flag approximate property boundaries	yes	Not done					
	Obtain new aerial photography for Forest Management purposes	yes	Not done					
	Explore opportunities to generate income and/or reduce operating costs.	yes	Not done					
	Collect contributions from collection box	yes	Annually					
	One payment information sign installed	no	2017	\$84.97				
	Recycling/garbage unit installed	no	2017	\$20.00				
	Replace older information kiosk with new kiosk	yes	2017	\$2,250.79				

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Damaged dock removed	no	2018	\$4,859.00		
Installed 120 meters of boardwalk sections along Lookout trail. Provided connection to NCC trail.	no	2019	Materials Donated by Nature Conservancy of Canada.		
New interpretive sign installed in pavilion	no	2019	\$675.31		
No Camping or Overnight Parking Sign Installed	no	2020	\$42.50		
No Fires Sign Installed	no	2020	\$42.50		
Emergency Information Sign Installed	no	2020	\$42.50		
Certified Scuba Divers Only Sign Installed	no	2020	\$42.50		
No Parking Sign Installed	no	2020	\$42.50		
Large \$5 Fee Sign Installed	no	2021	\$449.00		
Refinish main entrance sign	no	2021	\$100.00		
Installed 36 meters of boardwalk sections along Lookout trail.	no	2021	\$500.00		
Additional Coin Box Installed	no	2021	\$726.96		
Installed Concrete Outhouse	no	2022	\$33,408.45		

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments		
	Description	Planned	Completed					
Wishart Conservation Area	Maintenance of parking areas, garbage pick-up; clear trails of fallen trees; replace signage as required.	yes	Annually		Voluntary Donations to Coin Boxes		Taxes	
					Removed Coin Box from Cascades installed October 2021.		2017	\$428.21
					2018	\$630.99		
					2019	\$755.36		
					2020	\$790.70		
					2021	\$790.70		
					2022	\$891.39		
					2023			
					2024			
					2025			
2026								
	KBM hired to oversee forest management operations	yes	2017	2017 - \$4,579.20 2018 - \$867.49 2019 - \$763.20		KBM Fees are based on time and materials with an upset limit of \$21,900		
	Open House held to inform public about harvesting schedule and methodology	yes	2017					
	Eco Logging hired to Harvest Block 7 and Block 22 (Phase 1 – 2017-2019)	yes	Ongoing		2018 - \$6,887.87 2019 - \$2,685.66	2018 – Block 7, 1,076 cords removed 2019 – Block 22, 445.91 cords removed		
	Post informative signs where harvesting abuts trail system	yes	2017					
	Trees planted in harvested areas Block 7 – 5,000 trees, by 11 volunteers	yes	May 2018	Trees donated by KBM, Resolute; planted by KBM, Resolute, Outland, LRCA				

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments
	Description	Planned	Completed			
	Flag approximate property boundaries	yes	Not done			
	Explore opportunities to generate income and/or reduce operating costs.	yes	Not done			
	Investigate more favourable lease agreement with fire department	yes	Not done			
	Trees planted in harvested areas Block 22 – 2,000 trees	yes	2019	Trees donated by KBM, Resolute; planted by LRCA staff.		
	Trees planted in harvested areas Block 22 - 1000	yes	2020	Trees donated and planted by KBM, Resoute.		
	Emergency Information Sign Installed	no	2020	\$42.50		
	No Harvesting Sing Installed	no	2020	\$42.50		
	Large \$5 Fee Sign Installed	no	2021	\$449.00		
	Installation of Coin Box	no	2021	\$726.91		

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments													
	Description	Planned	Completed																
Mills Block Conservation Area	Maintenance of parking areas, garbage pick up; clear trails of fallen trees; replace signage as required.	yes	Annually		Removed Coin Box from Mission Marsh Installed October 2021. <table border="1" data-bbox="1276 561 1516 764"> <tr><td>2021</td><td>\$251.35</td></tr> <tr><td>2022</td><td>\$,1285.36</td></tr> <tr><td>2023</td><td></td></tr> <tr><td>2024</td><td></td></tr> <tr><td>2025</td><td></td></tr> <tr><td>2026</td><td></td></tr> </table>	2021	\$251.35	2022	\$,1285.36	2023		2024		2025		2026		Taxes	
						2021	\$251.35												
						2022	\$,1285.36												
						2023													
						2024													
						2025													
						2026													
						2017	\$497.86												
						2018	\$524.32												
2019	\$530.58																		
2020	\$554.89																		
2021	\$575.03																		
2022	\$592.90																		
2023																			
2024																			
2025																			
2026																			
	Flag approximate property boundaries	yes	Not done																
	Obtain new aerial photography for Forest Management purposes	yes	Not done																
	Create/update brochures	yes	Not done																
	Explore opportunities to generate income and/or reduce operating costs	yes	Not done																
	Harvesting in compartments	maybe	Not done																
	Installed concrete picnic table	no	2017	\$2,653.90															
	Boardwalk sections installed, 60 meters.	yes	2019	\$500.00															

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

	Access Bridge Installed	no	2019	Donated and constructed by Enbridge		
	Emergency Information Sign Installed	no	2020	\$42.50		
	No Harvesting Sign Installed	no	2020	\$42.50		
	No Winter Maintenance Sign Installed	no	2020	\$42.50		
	Large \$5 Payment Sign Installed	no	2021	\$449.00		
	Coin Box Installed	no	2021	\$726.96		

Section 9: Managed Forest Plan # 12707 - Report of Activities

Plan Term: January 1, 2017 to December 31, 2026

Report Summary Period: January 1, 2017 to December 31, 2022

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments	
	Description	Planned	Completed				
William's Forest	Obtain new aerial photography for Forest Management purposes	yes	Not done			Taxes	
						2017	\$1,626.13
						2018	\$1,758.37
						2019	\$1,865.90
						2020	\$2,027.33
						2021	\$2,027.35
						2022	\$2,068.09
						2023	
						2024	
						2025	
2026							
	Attempt to purchase properties that separate the LRCA holdings	yes	Not done				
	Explore opportunities to generate income and/or reduce operating costs	yes	Not done				
	Flag approximate property boundaries	yes	Not done				
	Follow operations plan when forestry operations conducted.	yes	On going				
	Forestry Operations Conducted in Block D	yes	2020		\$20,544.83	Block-D 1,909.01 Cords removed	
	3 No Hunting Signs Installed	no	2020	\$127.50			



PROGRAM AREA	CORPORATE	REPORT NO.	CORP-05-2023
DATE PREPARED	February 15, 2023	FILE NO.	H&S Policy Binder
MEETING DATE	February 22, 2023		
SUBJECT	2022 Health and Safety Summary		

RECOMMENDATION

Suggested Resolutions

“THAT: Staff Report CORP-05-2023 be received for information.”

LINK TO STRATEGIC PLAN (2023-2027)

Govern and Enhance:

- Build upon and nurture a healthy, diverse, and positive workplace through a dynamic culture of learning, safety, inclusion, and mental well-being.

EXECUTIVE SUMMARY

The Lakehead Region Conservation Authority (LRCA) is committed to the health and safety of its employees and visitors to LRCA-owned properties such as the Administrative Office and Conservation Areas, etc. The LRCA continued to participate in the WSIB Health and Safety Excellence Program in 2022, resulting in the creation of five new health and safety policies, which resulted in a \$5,000.00 rebate in WSIB premiums.

In 2022, there were no lost time injuries, critical injuries, incidents, or occurrences reported; one near miss was reported, and the hazard was mitigated. A total of five new health and safety policies were adopted by the Board during 2022.

DISCUSSION

The LRCA is committed to implementing and maintaining health and safety programs at all levels of its operation to a standard not less than that required by the *Ontario Occupational Health and Safety Act, R.S.O. 1990, Section 25*, and all other applicable regulations and legislation. In an effort to further the LRCA’s commitment to health and safety, staff continue to participate in WSIB’s Health and Safety Excellence program, with 2022 being the fifth year in the program (formerly Workplace Safety North Northern Ontario Safety Groups program).

The prevention of accidents, injury and occupational illness is an integral part of every job activity associated with the LRCA. No lost time injuries, critical injuries, incidents, or occurrences were reported during 2022, however one near miss was reported as per policy HS-08: Near Miss. The

near miss occurred at the 2022 Dorion Birding Festival at Hurkett Cove Conservation Area due to a tripping hazard. The identified hazard was addressed immediately on-site through temporary hazard mitigation and was completely and permanently mitigated following the event.

Policy Development

During 2022, staff created the following Health and Safety policies as part of the WSIB Health and Safety Excellence Program:

- Health and Safety Policy HS-20: Emergency Response
- Health and Safety Policy HS-21: Extreme Weather
- Health and Safety Policy HS-22: Lockout/Tagout
- Health and Safety Policy HS-23: Ticks & Insects
- Health and Safety Policy HS-24: Working Near Water

These policies were adopted by the Board on August 31, 2022, and then officially reviewed and authorized by WSIB during 2022. The LRCA's 2022 Action Plan was successfully approved by WSIB on November 2, 2021. The LRCA received a \$5,000.00 WSIB rebate for the completion of five policies under the 2022 Action Plan.

The LRCA will be submitting an action plan to the WSIB Health and Safety Excellence Program for 2023.

The following Health and Safety policies are tentatively planned for development and implementation for 2023 and into 2024, pending WSIB approval of a successful action plan:

- Health and Safety Policy HS-25: First Aid
- Health and Safety Policy HS-26: Control of Hazards – Mental Health Supports
- Health and Safety Policy HS-27: Health and Safety Communication
- Health and Safety Policy HS-28: Health and Safety Participation
- Health and Safety Policy HS-29: Control of Hazards – Sharps

FINANCIAL IMPLICATIONS

By participating in the WSIB/Workplace Safety North, Safety Excellence Program the LRCA will be eligible for up to \$1,000.00 in rebate for each completed policy. In 2022, the LRCA paid \$14,962.90 in WSIB premiums (\$26,222.57 less the COVID-19 rebate of \$7,950.87 which was received in June 2020) and received a \$5,000.00 rebate under the WSIB Health and Safety Excellence Program framework. The annual fee paid to be part of the WSIB Excellence program in 2022 was \$791.00. In recognition of the development of another five policies in 2023, a \$5,000 rebate is anticipated.

In general, a robust Health and Safety program will reduce the number of potential injuries to our staff, thereby reducing WSIB claims and potential increases to LRCA's WSIB premiums.

CONCLUSION

The LRCA did not report any major Health and Safety issues during 2022.

The LRCA's participation in the WSIB and the Health and Safety Policies outlined in this report are all integral parts of the LRCA's overall Health and Safety Program. The LRCA is committed to health and safety and providing its employees with a safe work environment.

BACKGROUND

Health and safety policies and procedures approved to date include:

- Health and Safety Policy Statement
- HS-01: Personal Protective Equipment
- HS-02: Written Roles & Responsibilities
- HS-03: Workplace Anti-Violence and Sexual Harassment
- HS-04: Return to Work
- HS-05: Inspection Procedures
- HS-06: Slips, Trips, and Falls
- HS-07: Supervisor Competency
- HS-08: Near Miss
- HS-09: Sharps Procedure
- HS-10: Health and Safety Orientation
- HS-11: Incident Investigation
- HS-12: Return to Work Self-Assessment
- HS-13: Equipment Training
- HS-14: Occurrence Reporting
- HS-15: Wildlife Encounters Policy
- HS-16: Contractor Management Program
- HS-17: Risk Assessment and Control of Hazards
- HS-18: Working Alone
- HS-19: Workplace Health Promotion
- HS-20: Emergency Response
- HS-21: Extreme Weather
- HS-22: Lockout/Tagout
- HS-23: Ticks & Insects
- HS-24: Working Near Water

Approved policies related specifically to COVID-19 include:

- HS-COVID-1: Best Practices During Pandemic
- HS-COVID-2: Site Inspections During Pandemic
- HS-COVID-3: Field Staff Operations During Pandemic
- HS-COVID-4: Return to Work After Closure Due to Pandemic
- HS-COVID-5: Mandatory Use of Masks or Face Coverings within LRCA Office (rescinded)

- HS-COVID-6: Vaccines (rescinded)

PREPARED BY: Ryan Mackett, Communications Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE: February 16, 2023</p>
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**2023 TREASURER'S REPORT - January
MONTHLY EXPENSES**

	2023 BUDGET	January	TOTAL TO DATE	BALANCE REMAINING
REVENUE				
Provincial Grants	337,909	-	-	337,909
Municipal Levy	1,793,799	-	-	1,793,799
Self Generated	408,570	86,274	86,274	322,296
Other Revenue	352,206	6,300	6,300	345,906
TOTAL REVENUE	2,892,484	92,574	92,574	2,799,910
EXPENSES				
Category 1: Mandatory Programs and Services				
Corporate Services	867,959	74,364	74,364	793,595
Risk of Natural Hazards	1,097,542	29,523	29,523	1,068,019
Conservation and Management of Lands owned and controlled by the Authority	563,411	19,343	19,343	544,068
Source Water Protection	58,974	2,630	2,630	56,344
Other Programs and Services	19,625	883	883	18,742
Total Category 1 Mandatory Programs and Services	2,607,511	126,744	126,744	1,687,172
Category 2: Non-Mandatory Programs and Services at the Request of a Municipality				
Mapping Services	16,311	1,069	1,069	15,242
Total Category 2 Non-Mandatory Programs and Services at the Request of a Municipality	16,311	1,069	1,069	15,242
Category 3: Non-Mandatory Programs and Services				
Education	100,438	2,691	2,691	97,747
Stewardship	158,224	2,559	2,559	155,665
Other	10,000	-	-	10,000
Total Category 3 Non-Mandatory Programs and Services	268,662	5,250	5,250	263,412
Total All Expenses	2,892,484	133,062	133,062	1,965,827



PROGRAM AREA	POLICY	REPORT NO.	CORP-04-2023
DATE PREPARED	February 7, 2023	FILE NO.	Finance Office
MEETING DATE	February 22, 2023		
SUBJECT	Remuneration of Members 2023 Update		

RECOMMENDATION

Suggested Resolution

“THAT: Staff Report CORP-04-2023 Remuneration of Members 2023 Update be received.”

LINK TO STRATEGIC PLAN

Govern and Enhance:

- Continue to commit to accountable and transparent organizational governance.
- Maintain a stable model of financial resiliency based on capacity, capabilities, and public expectations by maximizing new funding opportunities, fundraising and self generated revenue.

EXECUTIVE SUMMARY

Per the Administrative By-Law, the Authority shall establish Board Member remuneration rates for per diems, mileage and expenses from time to time. Policy BOD-06: Remuneration of Members, outlines the method of determining the compensation rates. According to the policy the Chair and Board Member per diem and mileage rates have been updated for 2023.

DISCUSSION

As outlined in the Administrative By-Law, Section 2.16, the Authority shall establish a per-diem rate from time to time to be paid to Members for attending meetings and such other business of the Authority. Additionally it outlines that mileage and travel expenses shall be reimbursed.

In 2018, the Board adopted Policy BOD-06: Remuneration of Members, which outlined that Board per diem rates would increase annually based on the previous years Consumer Price Index. The Consumer Price Index average annualized rate increase for Thunder Bay for 2022 is 7.9%; therefore, the 2023 Chair Per Diem increases from \$87.25 to \$94.14 and the Member Per Diem increases from \$79.15 to \$85.40. The provincial rate for mileage has increased from \$0.61 to \$0.68 per kilometre.

Staff have confirmed that the Meal and Incidental Rate in the policy, which is based on the City of Thunder Bay, remains current with the current City rates; therefore, no change is recommended at this time.

FINANCIAL IMPLICATIONS

In 2022, the actual cost for board per-diems was \$15,812. The estimated cost for per diems in 2023 based on the 7.9% increase is \$17,061. The 2023 Budget included \$18,200 for the anticipated cost.

CONCLUSION

The policy regarding rates and future increases allows for future budget preparation, while providing a transparent method to provide fair remuneration to LRCA Members. The rates for 2023 have been updated per the policy.

BACKGROUND

Per Resolution #140/18, the Board adopted Policy BOD:06 Remuneration of Members. The Policy was updated in 2022 (Res. #46/22) to clarify which CPI and mileage rate would be used and to add a section to specify that any provincial appointees to the Board would be compensated by the province.

REFERENCE MATERIAL ATTACHED

Policy BOD-06: Remuneration of Members

PREPARED BY:

Tammy Cook, CAO

REVIEWED BY:

Mark Ambrose, Finance Manager

THIS REPORT SIGNED AND VERIFIED BY: <i>Tammy Cook</i> Tammy Cook Chief Administrative Officer	DATE: February 7, 2023
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Section:	BOARD OF DIRECTORS		
Title:	BOD-06: Remuneration of Members		
Resolution	Res # 140/18	Approval Date:	November 28, 2018
Revisions:	#46/22		

1.0 Intent

To define the per diem rate and expense rates to paid to the Board of the Directors of the Lakehead Region Conservation Authority.

2.0 Board Member Per Diem

Members of the Board of Directors of the Lakehead Region Conservation Authority will be provided a Member per diem per meeting or for attending to the business of the Authority, with one per diem allowance per day.

3.0 Chair Per Diem

The Chair of the Board of Directors of the Lakehead Region Conservation Authority will be provided a Chair per diem per meeting or for attending to the business of the Authority, with one per diem allowance per day.

4.0 Per Diem Rates

Board Member and Chair per diem rates will increase annually on the 1st of January based on the previous year's Consumer Price Index average annualized rate increase for Thunder Bay.

5.0 Mileage Rate

A mileage rate equal to the prevailing provincial rate for Ontario will be paid for travel required to conduct the business of the Authority.

6.0 Meal and Incidental Expense Rate

An expense per diem rate of \$70.00 per day will be paid to refund the expense of meals and incidentals when conducting the business of the Authority, as follows:

- Breakfast: \$11.00
- Lunch: \$16.00
- Dinner: \$29.00
- Incidentals: \$14.00

7.0 Other Expenses

Other expenses incurred while on Authority business will be reimbursed at the actual cost (i.e. lodging, public transportation and conference fees, etc.).

8.0 Provincially Appointed Members

Members appointed to the Board of Directors by the Minister, will be re-imbursed for all expenses by the appointing Ministry (i.e. *Conservation Authorities Act* Section 14(4) Member from agricultural sector appointed).

Attachment:

- Board of Director Per Diem Rate Summary

Board of Director Per Diem Rate Summary

Year	CPI %	Chair Per Diem	Member Per Diem	Mileage Rate
1992-2007		\$55.00	\$47.00	
2008-2010		\$75.00	\$67.00	
2011-2018		\$80.00	\$72.00	
2019	1.70%	\$81.36	\$73.22	
2020	1.50%	\$82.58	\$74.32	
2021	1.20%	\$83.57	\$75.81	
2022	4.4%	\$87.25	\$79.15	\$0.61
2023	7.9%	\$94.14	\$85.40	\$0.68



PROGRAM AREA	FINANCE	REPORT NO.	FIN-07-2023
DATE PREPARED	February 10, 2023	FILE NO.	17-7-1
MEETING DATE	February 22, 2023		
SUBJECT	Final 2023 Budget, Version 3.0		

RECOMMENDATION

Suggested Resolution

Recorded Weighted Vote:

“THAT: the Lakehead Region Conservation Authority adopts the non-matching levy of \$1,642,922 AND FURTHER THAT all member municipalities are designated as benefitting and pay \$926,425 AND FURTHER THAT the City of Thunder Bay is designated as the sole-benefitting municipality for maintaining floodplain mapping, Neebing-McIntyre Floodway and Kaministiquia River erosion pays \$716,497 AND FURTHER THAT each member municipality is to be advised of their apportionment of the non-matching levy.”

Majority Vote:

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

“THAT: in 2023 the following will be appropriated from the following reserves: Administrative Office Maintenance \$20,000; Vehicle and Equipment Reserve \$15,542; Conservation Area Major Maintenance Capital Reserve \$100,000; and Forest Management Reserve \$3,629.”

“THAT: the Lakehead Region Conservation Authority adopts the 2023 Budget Document, Version 3.0 for a total budget of \$2,892,484. “

LINK TO STRATEGIC PLAN

Govern and Enhance:

- Continue to commit to accountable and transparent organizational governance.
- Maintain a stable model of financial resiliency based on capacity, capabilities, and public expectations by maximizing new funding opportunities, fundraising and self-generated revenue.

EXECUTIVE SUMMARY

The 2023 Budget has been set at \$2,892,484 which includes a total levy of \$1,793,799 of which all Member Municipalities pay \$1,077,302 with the remainder being sole-benefitting levy to the City of Thunder Bay (\$716,497). The 2023 budget contains a 2.35% increase to levy-all compared to 2022 and an increase of 3.5% to the City of Thunder Bay, which includes their sole-benefitting levy portion.

The 2023 Final Budget, Version 3.0 is being presented for approval.

DISCUSSION

The 2023 Final Budget document contains details for the Lakehead Region Conservation Authority's (LRCA) 2023 planned operations and capital activity. The Budget has been set at \$2,892,484 which includes a total levy of \$1,793,799 of which all Member Municipalities pay \$1,077,302 with the remainder being sole-benefitting levy to the City of Thunder Bay (\$716,497). It is noted that at the time of budget preparation confirmation had not been received that the long-standing provincial Section 39 Transfer Payment was forthcoming in 2023 from the province. For budget purposes, it has been assumed it will be provided. If funding does not materialize, staff will come back to the Board with a revised budget, including the use of Reserve Funds from the Operating Capital Category. Notification of this funding is consistently late. The budget results in a 2.35% increase in levy-all in 2023 compared to 2022. The 2023 budget requires a 2.35% increase in order to maintain its current level of service, which is well below the current cost-of-living increases. The City of Thunder Bay's overall increase compared to 2022 is 3.5%, which includes their levy-all portion and sole-benefitting levy.

Financial pressures anticipated in 2023 include: significant increases to insurance costs (i.e., \$17,006 increase from 2021 to 2022); increase in fuel costs; and increased costs of goods and services due to inflation.

Changes to the *Conservation Authorities Act* within Bill 229, Schedule 6 and the released Phase 1 and 2 regulations have been incorporated into the budget. The 2023 budget has been reformatted to adhere to legislative changes that come into effect for the 2024 budget. Programs have been categorized into three mandated categories including:

- Category 1: Mandatory Programs and Services
- Category 2: Non-Mandatory Programs and Services at the request of a Municipality
- Category 3: Non-Mandatory Programs and Services

Highlights of the 2023 Budget expenditures include:

- Continuation of annual programming including:
 - Plan Input and Review,
 - Development Regulations,
 - Flood Forecasting and Warning,
 - Operation and maintenance of LRCA owned properties,

- Stewardship, and
- Education programming.
- 10-year update of the Neebing-McIntyre Floodway Integrity Study
- Capital improvements at the Conservation Areas
 - Hurkett – Pavilion: Concrete repair, roof repair
 - Hazelwood Lake – Garage: replace soffit and fascia
 - Hazelwood Lake – Install new floating dock/kayak launch
 - Little Trout Bay - Dock repair
 - Little Trout Bay – Pavilion: concrete repairs, roof repair
 - Silver Harbour – Install new Pay and Display unit

The Watershed Stewardship Technician contract will continue for a full year using MNRF Transfer Payment funding and other funding. The Environmental Planner Intern position has transitioned to a permanent full-time position, as previously approved by the Board.

Overall, the 2023 Budget reflects the short-term objectives of the Authority and considers long-term requirements to ensure the LRCA can provide sustainable benefits to the watershed residents.

FINANCIAL IMPLICATIONS

The 2023 Budget has been set at \$2,892,484 which includes a total levy of \$1,793,799 of which all Member Municipalities pay \$1,077,302 with the remainder being sole-benefitting levy to the City of Thunder Bay (\$716,497). The 2023 budget contains a 2.35% increase to levy-all compared to 2022 and a 3.5% increase to the City of Thunder Bay.

CONCLUSION

The Final 2023 Budget, Version 3.0 is being presented for approval. The 2023 Budget has been reformatted as required in O. Reg. 402/22, prior to the mandatory date of 2024.

BACKGROUND

The 2023 Draft Budget Version 1.0 was presented to the Board on August 31, 2022 and was approved for consultation (Res. #96/22). Version 2.0 was presented to the Board on January 26, 2023 for review.

Staff attended the City of Thunder Bay’s Executive Management Team Operation Budget Meeting on October 6, 2022 and the Budget Consultation meeting on January 17, 2023.

REFERENCE MATERIAL ATTACHED

2023 Final Budget Summary, Version 3.0

2023 Final Budget, January 2023, Version 3.0

PREPARED BY:

Tammy Cook, CAO

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i> Tammy Cook Chief Administrative Officer</p>	<p>DATE: February 10, 2023</p>
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2023 LRCA Budget Summary Version 3.0

2023 Budget	
2.35% Levy-All increase compared to 2022	
Total Levy	\$1,793,799
Levy-All	\$1,077,302 (37%)
City of Thunder Bay Sole-Benefitting	\$716,497(25%)
Total Provincial Grant Revenue	\$337,909(12%)
Total Other Revenue	\$213,036(7%)
Reserve Withdrawal	\$139,171 (5%)
Self-Generated	\$408,570(14%)
Total Budget	\$2,892,485

2023 Levy-All Compared to 2022						
Municipality	2022 CVA %	2022 Levy-All \$	2023 CVA %	2023 Levy-All \$	\$ Change	% Change
Thunder Bay	86.0622	904,876	85.8818	925,238	20,363	2.25
Conmee	0.4377	4,605	0.4387	4,726	121	2.63
Dorion	0.2864	3,097	0.2855	3,076	-21	-0.68
Gillies	0.2500	2,613	0.2497	2,690	77	2.95
Neebing	2.2040	23,509	2.2578	24,323	814	3.47
O'Connor	0.4673	4,914	0.4714	5,078	164	3.36
Oliver Paipoonge	5.3975	57,478	5.4962	59,212	1,734	3.02
Shuniah	4.8983	51,522	4.9159	52,959	1,437	2.79
	100	1,052,613	100	1,077,302	24,689	2.35

2023 Sole-Benefitting Levy Compared to 2022						
Municipality	2020	2021	2022	2023	2022 vs 2023 \$ Change	2022 vs 2023 % Change
Thunder Bay	636,888	636,888	680,720	716,497	35,777	5.30

- Sole-benefitting projects: Neebing-McIntyre Floodway, Victor Street Erosion, Maintaining Floodplain Mapping
- Victor Street Erosion levy increase required to have funds available to compete projects/inspections identified in the Victor/Broadway Bank Stabilization Assessment Study Report, March 2021. It is noted that work is carried out on City owned land on Victor Street.

2023 Total Levy Compared to 2022						
Levy-All + Sole Benefitting						
Municipality	2020	2021	2022	2023	2022 vs 2023 \$ Change	2022 vs 2023 % Change
Thunder Bay	1,527,597	1,524,635	1,585,595	1,641,736	56,141	3.50

2023 LRCA Budget Summary Version 3.0

2023 Budget Notes

- Levy-all increase 2023 versus 2022 = **2.35%**
 - 2022 increase – 2.05%
 - 2020, 2021 increase – 0%
- Minimal to no increases are feasible in the short term but are not realistic for the long-term operation of the LRCA.
- Provincial funding anticipated to be provided in 2023 (included as revenue in budget)
 - Section 39 Transfer Payment = \$150,940
 - Source Water Protection Transfer Payment = \$57,716
 - If Source Water Transfer Payment cut, cost of program would be sole benefitting to City of Thunder Bay and Municipality of Oliver Paipoonge (funding confirmed for 2023)

2023 Budget Highlights

Highlights of the 2023 Budget expenditures include:

- Continuation of annual programming including:
 - Plan Input and Review,
 - Development Regulations,
 - Watershed monitoring,
 - Flood Forecasting and Warning,
 - Operation and maintenance of LRCA owned properties,
 - Stewardship (no levy), and
 - Education programming (no levy).
- Capital improvements including:
 - Hurkett Lake Pavilion repair
 - Hazelwood Lake Garage repair
 - Hazelwood Lake Floating Kayak Launch installation
 - Little Trout Bay Pavilion repair
 - Little Trout Bay Dock repair
 - Silver Harbour – install pay and display unit
 - Neebing-McIntyre Floodway Integrity Study (updated every 10 years)
 - Cascades parking lot/trail repaving (deferral from 2022)
- The Watershed Stewardship Technician contract will continue for a full year using MNRF Transfer Payment and other funding.

Planned Reserve withdrawals:

- Vehicle and Equipment - \$15,542
- Forest Management - \$3,629
- Administrative Facility Maintenance - \$20,000
- Conservation Area Major Maintenance Capital - \$100,000

2023 LRCA Budget Summary Version 3.0

Future Major Capital Work Neebing-McIntyre Floodway (Sole-Benefitting – City of Thunder Bay)

Future major maintenance on Neebing-McIntyre Floodway:

- 2023 – Integrity Study (completed every 10 years) (\$150,000)
- 2024 – Diversion Channel Dredging (\$200,000)
- 2025 – Dredging Island Drive to CPR Bridge (\$2,000,000)
- 2028 – Dredging Balmoral Sediment Trap (\$900,000)
- 2031 – Dredging Island Drive to lake (\$1,500,000)

A constant amount is levied annually, with funds not needed in the given year placed in a deferred fund for future years in order to avoid the highs and lows when major maintenance is required.

Timeline of required major maintenance maintained, which is updated based on annual sediment surveys.

**Applications are made to the Water and Erosion Control Infrastructure (WECI) funding program in the year of the project, which if successful provides 50% of the funds for major maintenance. Not guaranteed year to year. Historically, \$5,000,000 per year to be shared by all 36 Conservation Authorities. Projects are ranked based on risk and a variety of factors. WECI funding is only available to Conservation Authorities.



LAKEHEAD REGION
CONSERVATION AUTHORITY

2023 Budget

February 2023
Version 3.0

PREPARED BY:
Tammy Cook, CAO
Mark Ambrose, Finance Manager

VERSION		Approval Date	RESOLUTION #
2023 Version 1.0	Draft Budget for consultation	August 31, 2022	#96/22
2023 Version 2.0	Draft Budget for review of new Board	January 26, 2023	#20/23
2023 Version 3.0	Levy		
	Reserve Withdrawals		
	Budget Document		

EXECUTIVE SUMMARY

The 2023 Draft Budget was presented to the Board on August 31, 2022 (Version 1.0) for consultation and again February 2023 (Version 2.0). Due to the end of the term of the Board in 2022, the approval of the budget was delayed until 2023, in order to provide the new Board the opportunity to review and approve the budget, with approval in February 2023.

The 2023 Budget document contains details for the Lakehead Region Conservation Authority's (LRCA) planned operations and capital activity. The Budget has been set at \$2,892,484 which includes a total levy of \$1,793,799 of which all Member Municipalities pay \$1,077,302 with the remainder being sole-benefitting levy to the City of Thunder Bay (\$716,497).

It is noted that at the time of budget preparation confirmation had not been received that the long-standing provincial Section 39 Transfer Payment was forthcoming in 2023 from the province. For budget purposes, it has been assumed it will be provided. If funding does not materialize, staff will come back to the Board with a revised budget, including the use of Reserve Funds from the Operating Capital Category. It is noted that notification of provincial funding is consistently late. In 2022 the funding was confirmed in September.

The budget results in a 2.35% increase in levy-all in 2023 compared to 2022. The 2023 budget requires a 2.35% increase in order to maintain its current level of service, which is well below the current cost-of-living increases.

Financial pressures anticipated in 2023 include: significant increases to insurance costs (i.e., \$17,006 increase from 2021 to 2022); increase in fuel costs; and increased costs of goods and services due to inflation.

Changes to the *Conservation Authorities Act* within Bill 229, Schedule 6 and the released Phase 1 and 2 regulations have been incorporated into the budget. The 2023 budget has been reformatted to adhere to legislative changes that will come into effect for the 2024 budget. Programs have been categorized into three mandated categories including:

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Highlights of the 2023 Budget expenditures include:

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The Watershed Stewardship Technician contract will continue for a full year using MNRF Transfer Payment funding and other funding. The Education Coordinator position will continue using non-levy funds. The Environmental Planner Intern position has transitioned to a permanent full-time position, as previously approved by the Board.

The total Budget Levy is summarized in Appendix A including the amount applicable to each Member Municipality. Appendix B outlines the cost for each Member Municipality based on per resident, per household and \$100,000 of assessed value.

Overall, the 2023 Budget reflects the short-term objectives of the Authority and considers long-term requirements to ensure the LRCA can provide sustainable benefits to the watershed residents.

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1 INTRODUCTION

The Lakehead Region Conservation Authority (LRCA) budget for 2023 has been set at \$2,892,484 which includes a total levy of \$1,793,799 of which all Member Municipalities pay \$1,077,302 with the remainder being sole-benefitting levy to the City of Thunder Bay (\$716,497).

The budget results in a 2.35% increase in levy-all in 2023 compared to 2022. The 2023 budget requires a 2.35% increase in order to maintain its current level of service, which is well below the current cost-of-living increases.

The total Budget Levy is summarized in Appendix A including the amount applicable to each Member Municipality, which includes a summary of the breakdown between Operating and Capital. Appendix B outlines the cost for each Member Municipality based on per resident, per household and \$100,000 of assessed value.

Version 1.0 of the Draft Budget was presented for initial discussion at the August 31, 2022, Board Meeting and Draft Version 2.0 was presented at the January 26, 2023 Board Meeting. The levy was calculated at that time utilizing the 2022 Current Value Assessment (CVA) as the 2023 CVA was not available. Version 2.0 of the Draft Budget has been updated utilizing the 2023 CVA and reflects the actual levy for each municipality. Due to the end of the current term of the Board in 2022, the approval of the budget was delayed until 2023, in order to provide the new Board the opportunity to review and approve the budget, with approval in February 2023.

It is noted that at the time of budget preparation confirmation had not been received that the long-standing provincial Section 39 was forthcoming for the 2023/2024 fiscal budget year from the province. For budget purposes, it has been assumed it will be provided. If funding does not materialize, staff will come back to the Board with a revised budget, including the use of Reserve Funds from the Operating Capital Category. It is noted that notification of provincial funding is consistently late. In 2022 the funding was confirmed in September 2022 with the final agreement received in January 2023 for the period of April 1, 2022 to March 31, 2023.

2 BACKGROUND

The LRCA is a community-based environmental protection and advisory agency, established in 1954 (initially the Neebing Valley Conservation Authority) by the Province of Ontario at the request of municipalities in the Lakehead watershed. The LRCA's purpose is to provide for the organization and delivery of programs and services that further the conservation, restoration, development and management of natural resources in the Lakehead Watershed. Conservation Authorities undertake a broad range of programs, including: watershed management, erosion control, Flood Forecasting and Warning, recreation and land management, water level monitoring, Plan Input and Review, environmental education and stewardship. We improve quality of life by actively providing Conservation Areas for semi-passive recreation and environmental education opportunities.

Our integrated approach to resource management leads to a wide range of programs and projects, which are aimed at keeping our watersheds healthy. We improve quality of life by actively providing open space and protecting life and property from flooding and erosion, as well as restoring and conserving aquatic and natural habitats. In addition to serving our watershed residents, we also provide advice and counsel to all levels of government regarding natural hazards.

The LRCA is one of 36 Conservation Authorities across Ontario, including one of five in Northern Ontario.

Historically Conservation Authorities were administered by Ministry of Natural Resources and Forestry (MNRF); however, in 2018, Conservation Authorities were moved under the Ministry of Environment, Conservation and Parks (MECP). In September 2022, Conservation Authorities were moved back under the administration of MNRF.

2.1 MANDATE

Conservation Authorities, created in 1946 by an Act of the Provincial Legislature, are mandated to ensure the conservation, restoration and responsible management of Ontario's water, land and natural habitats through programs that balance human, environmental and economic needs.

In 2017, the LRCA adopted vision and mission statements and in January 2018, the LRCA adopted its first ever Five-Year Strategic Plan for the period 2018-2022. The Strategic Plan was updated in 2022 for the next five-year period (2023-2027). The Strategic Plan identifies four main priorities including: conserve and sustain; protect and support; connect and explore; and govern and enhance. LRCA's vision and mission statements are as follows:

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

Mission: To lead the conservation and protection of the Lakehead Watershed.

Action items will be drafted taking into consideration the identified initiatives in the Strategic Plan, which will be incorporated into future work plans and budgets, as well as the overall business of the Authority.

2.1.1 PURPOSE

With the passing of Bill 139 on December 12, 2017, a purpose statement was added to the *Conservation Authorities Act*, which states:

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

2.1.2 FOUNDING PRINCIPLES

Conservation Authorities are based on three fundamental principles:

- Municipal and Provincial partnership
- Local initiative and involvement
- Management of natural resources on a watershed basis.

2.1.3 OBJECTS OF AN AUTHORITY

Per Section 20(1) of the *Conservation Authorities Act*,

The objects of an authority are to provide, in an area over which it has jurisdiction,

- a) the mandatory programs and services required under Section 21.1;
- b) any municipal programs and services that may be provided under section 21.1.1; and
- c) any other program or services that may be provided under section 21.1.2.

2.2 ORGANIZATION DETAILS

2.2.1 AREA OF JURISDICTION

The LRCA Area of Jurisdiction (2,719 square kilometres) includes:

- City of Thunder Bay
- Municipality of Neebing
- Municipality of Shuniah
- Municipality of Oliver Paipoonge

- Township of Conmee
- Township of O'Connor
- Township of Gillies
- Township of Dorion

The Ministry of Natural Resources and Forestry (MNRF) is responsible for areas outside the jurisdiction of the Authority.

The scientific boundary of the Lakehead Watershed is 11,526 square kilometres.

2.2.2 BOARD OF DIRECTORS/MEMBERS

Policy and budget decisions are made by a Board of Directors comprised of eleven members appointed by LRCA's Member Municipalities. The number of representatives appointed as Members of the LRCA Board of Directors is based on population as outlined in subsection 2(2) of the *Conservation Authorities Act*.

Per Bill 229, Schedule 6, as of the end of the 2022 term of the Board, at least 70% of the appointees to the Board must be municipal councillors, unless an exception has been granted by the Minister, at the request of a municipality (per Section 14(1.1), 14(1.2) of the *Conservation Authorities Act*). Therefore, unless an exception has been granted each Member Municipality must only appoint municipal councillors, with the exception being the City of Thunder Bay who has four Members. They will be required, at a minimum, to appoint three municipal councillors. Prior to this change, the City of Thunder Bay appointed two municipal councillors and two citizen appointees.

As of February 2, 2021 (per Section 17 (1.1)(1.2)(1.3) of the *Conservation Authorities Act*) the term of the Chair and Vice-Chair is limited to one year and they can serve for no more than two consecutive terms. Positions must rotate between participating municipalities; therefore, the Board cannot appoint the succeeding chair from the same municipality as the current chair. A Conservation Authority or a municipality can request permission for a longer term to the Minister.

Two exceptions have been granted by the Minister to date. For the 2022 election both the Chair and Vice-Chair were approved to continue their terms if so elected. Additionally, for the 2023 election, the Chair was approved to continue her term if so elected.

AGRICULTURAL REPRESENTATIVE

Per Bill 229, Schedule 6, as of February 2, 2021, the Minister may appoint an Agricultural Representative to the Board of Directors. If appointed the Agricultural Representative

can not vote on enlarging, amalgamating or dissolving an authority or any budgetary matter. Their term can be up to four years as determined by the Minister. At the time of budget preparation, it was unknown whether or not an Agricultural Representative would be appointed to the LRCA Board. Per diems for this position would be paid by the MECF.

2.2.3 STAFF COMPLEMENT

In 2023, the Authority will have a full-time equivalent (FTE) staff complement of 12 who deliver the programs/services on behalf of the LRCA Board, which include:

- Chief Administrative Officer
- Finance Manager
- Watershed Manager
- Lands Manager
- Communications Manager
- Development Regulations Officer
- GIS/Water Resources Technologist
- Information Systems Coordinator
- Admin Clerk/Receptionist
- Financial Admin Assistant
- Field Operations Lead Hand
- Environmental Planner

Recurring contract employees that amount to an equivalent of 2.5 FTEs include:

- Education Co-ordinator (39 weeks)
- Floodway Labourer (39 weeks)
- Watershed Stewardship Technician (52 weeks)

Seasonal employees that amount to an equivalent of 2.0 FTEs include:

- Two Conservation Area labourers (15 weeks – summer students)
- Two River Clean-Up labourers (14 weeks – summer students)
- Assistant Water Resources Technologist (16 weeks – summer student)
- Civil Technician (16 weeks – summer student)
- Green Infrastructure Research Intern (16 weeks)

2.2.4 CONSERVATION AREAS

The LRCA owns and maintains ten Conservation Areas, which provide semi-passive recreational use opportunities to the public and access to Lake Superior. The areas include:

- Hurkett Cove (Township of Dorion)
- Cascades (City of Thunder Bay)

- Silver Harbour (Municipality of Shuniah)
- Cedar Falls (Township of O'Connor)
- Little Trout Bay (Municipality of Neebing)
- Hazelwood Lake (unorganized Township of Gorham)
- MacKenzie Point (Municipality of Shuniah)
- Mission Island Marsh (City of Thunder Bay)
- Mills Block (City of Thunder Bay)
- Wishart (unorganized Township of Gorham)

In 2022, Mills Block Forest and Wishart Forest were renamed as Conservation Areas. Previously, they were referred to as Managed Forests.

Boat launches at Silver Harbour and Little Trout Bay Conservation Areas provide access to Lake Superior.

As a private landowner, the LRCA pays property taxes to the Municipality/Township in which the land resides.

2.2.5 OTHER LAND OWNED BY THE LRCA

The LRCA also owns and maintains one Forest Management property known as Williams Forest, which is in the Municipality of Oliver Paipoonge and is not open to the public. That property, as well as other Conservation Areas have Forest Management Plans under the Managed Forest Tax Incentive program (MFTIP), which provides some tax relief as well as provides a plan for proper long-term forest management. As warranted, harvesting occurs with revenue used to maintain the forest management area and the associated Forest Management Plans.

The LRCA also owns other conservation, floodplain and erosion lands as well as the banks and bed of the Neebing-McIntyre Floodway. Property taxes are paid on all lands.

2.2.6 WATERSHED MONITORING

The LRCA conducts a variety of watershed monitoring throughout the year including:

- Provincial Groundwater Monitoring Program (in partnership with MECP)
- Provincial Water Quality Monitoring Program (in partnership with MECP)
- Streamflow Gauges (in partnership with Water Survey of Canada)
- Precipitation Gauges (some in partnership with Water Survey of Canada)
- Neebing River Climate Change Monitoring Station (in partnership with MECP)
- Dorion Fish Culture Station Monitoring Station (new as of 2018, in partnership with MNRF)
- Bathing Beach Sampling (Hazelwood Lake and Mission Island Marsh)

- Blue/Green Algae Monitoring (Hazelwood, Mission, Hurkett, Silver Harbour)
- Snow Surveys
- Floodway Channel water level monitoring
- Ontario Low Water Response
- Green Infrastructure Research

2.3 SOURCES OF FUNDING

LRCA funding comes from several sources:

- Grant Revenue
 - MNRF – Provincial Section 39 Transfer Payment
 - MNRF – Water and Erosion Control Infrastructure (WECI) (when applicable and approved, will be applied for in 2023)
 - MECP – Source Water Protection
 - MNRF – Wetland and Shoreline Protection within the Thunder Bay AOC Transfer Payment (2020-2025)
- Special Projects (programs/available funds vary from year to year)
 - TD Friends of the Environment
 - Enbridge
 - Ontario Power Generation
 - Canada Summer Jobs
- Municipal Levy
 - Levy – All
 - Levy - Sole-Benefitting
- Other Revenue
 - Interest
 - Department of Fisheries and Oceans Wolf River Weir Inspections
 - Coin Boxes/Pay and Display (new 2021) – parking fees/day use fees at Conservation Areas
 - Explore Card sales
 - Lakehead Conservation Foundation donation
 - Multi-purpose Room rentals
 - Forest Management harvesting
 - Property Rentals
 - Mapping Service
 - Donations
 - Lawyer Request Fees
 - Development Regulation Permit Fees
 - Plan Review Fees (new 2021)
 - School Programming Fees
 - Calendar advertising
 - Other

2.3.1 GRANT REVENUE

2.3.1.1 PROVINCIAL SECTION 39 TRANSFER PAYMENT

The *Conservation Authorities Act* Section 39 Provincial “Operating” Grant funds the Conservation Authority in undertaking provincially mandated activities that include:

1. Flood/Erosion Operations (flood and erosion control structures, Flood Forecasting and Warning, ice management) and
2. Hazard Prevention (Plan Input, Hazard Information).

Eligible activities include:

- Flood and Erosion Operations
 - Operation of Flood Control Structures
 - Routine/Minor Maintenance of Flood Control Structures
 - Preventative Maintenance of Flood Control Structures
 - Operation of Erosion Control Structures
 - Routine/minor Maintenance of Erosion Control Structures
 - Preventative Maintenance of Erosion Control Structures
 - Flood Forecasting and Warning-System Operation
 - Ice Management
- Hazard Management
 - Plan Input (Official Plan/Amendment review only)
 - Information (i.e., Watershed Planning/Technical Studies)
- Administration

Funds are provided by lump sum payment for work undertaken from April 1 to March 31 of any given year. Funding is contingent of having local matching levy from the Member Municipalities. Interim and Year End reports are submitted by the LRCA to the MNRF.

Between 1998 and 2019, Provincial Section 39 Transfer Payments to all 36 Conservation Authorities remained at the same level of \$7,400,000. In 2019, mid-way through the budget year, the Provincial Government announced a 48-50% funding cut to all Conservation Authority Section 39 Transfer Payments, effective for the current year. LRCA’s transfer payment was reduced from \$292,380 to \$150,940, resulting in a funding reduction of 48% (\$141,440). This resulted in an emergency mid-year amendment to the budget, which resulted in a cancelation of all planned training, advertising, and capital expenditure spending at Conservation Areas as well as delaying some planned repairs. Funds were reallocated to ensure that the provincially mandated programs were still delivered.

At the time of budget preparation, no confirmation had been received that this long-standing Transfer Payment is forthcoming for the 2023/2024 fiscal year. For budget purposes, staff have budgeted as though the funding would be provided at the reduced

level of \$150,940. If this funding is not forthcoming, it is proposed to utilize funds from the Operating Capital Reserve, which was established to provide operating funds in the event of loss of funds in a given year. Notification of the approval of this funding is consistently delayed annually.

2.3.1.2 SOURCE WATER PROTECTION FUNDING

The MECP provides 100% funding to administer the Source Protection program through Provincial Transfer Payment, which is a program under the *Clean Water Act* to protect municipal drinking water systems, which there are two in the LRCA Area of Jurisdiction (i.e., Bare Point Water Treatment Plant (City of Thunder Bay) and Rosslyn Drinking Water System (Municipality of Oliver Paipoonge)).

This program runs on the Provincial fiscal year of April 1 to March 31 of any given year. For the first time, the program has been approved for two years (2022-2023 and 2023-2024). The approved budget for 2022-2023 is \$57,715 and for 2023-2024 is \$58,200 with a total FTE of 0.50 (0.2 FTE Information Systems Coordinator, 0.2 FTE Watershed Manager and 0.1 FTE Admin Clerk/Receptionist).

It is noted that if the Drinking Water Source Protection Transfer Payment was ever eliminated, the cost to administer this mandatory program would be applicable to the City of Thunder Bay and the Municipality of Oliver Paipoonge as sole-benefitting municipalities.

2.3.1.3 WATER AND EROSION CONTROL INFRASTRUCTURE FUNDING

MNRF administers the Water and Erosion Control Infrastructure (WECI) funding program, which typically provides an annual five-million-dollar capital investment to fund major maintenance required to maintain Conservation Authority dams and other flood and erosion control structures.

The WECI program provides matching funding to Conservation Authorities for studies or major maintenance of water or erosion control structures that are either owned by, or maintained by Conservation Authorities. Local benefiting municipalities provide matching funds. A committee made up of five Conservation Authority representatives, one MNRF and one Conservation Ontario representative, oversees the program and determines the priority list of eligible projects based on need and level of risk.

Funding is not guaranteed year to year. The LRCA applies for funding when major maintenance or studies are required on the Neebing-McIntyre Floodway or if major maintenance (i.e., soil nailing) is required on City of Thunder Bay owned land on Victor Street along the banks of the Kaministiquia River.

Staff will be applying for WECI funding for the 10-year update of the Floodway Integrity Study in 2023, which if successful would fund 50% of the study. If the funding application is unsuccessful, staff will assess whether or not the project can be deferred.

2.3.2 MUNICIPAL LEVY

2.3.2.1 LEVY – ALL

Operation and Capital Project costs that benefit all Member Municipalities is levied to all Member Municipalities based on their proportion of the Modified Current Value Assessment (see Section 2.4).

2.3.2.2 SOLE- BENEFITTING LEVY

A sole-benefitting levy is applied to a single Municipality for work undertaken by the LRCA upon which they are sole-benefitting. The operation and maintenance of the Neebing-McIntyre Floodway and Victor Street erosion protection (City owned land) are included in the sole-benefitting levy of the City of Thunder Bay. Another example is the completion, updating or maintenance of floodplain mapping, where the municipality/municipalities upon which the watershed is located are levied for that cost of the project.

2.4 MODIFIED CURRENT VALUE ASSESSMENT (MCVA)

Modified Current Value Assessment (MVCA) means a method of apportioning an authority's operating and capital costs that is based on the MCVA of the properties within the authority's area of jurisdiction (as outlined in O. Reg. 402/22). Municipal Current Value Assessment values are modified for conservation authorities where only a portion of a municipality falls within an area of jurisdiction of an authority. Since the LRCA's Member Municipalities are geographically entirely within the LRCA area of jurisdiction, no modification of the CVA is required. The Modified Current Value Assessment (MCVA) data is provided by the MNRF annually, which is then used to calculate the levy-all for each Member Municipality. Each Conservation Authority has an Agreement regarding the use of Modified Property Assessment Information with MNRF. Generally, this data is received by the Conservation Authority in late August. Since adoption of the CVA method, the levy percentage for Member Municipalities fluctuates annually.

For population data, reliance on the information from Statistics Canada is used, as the information received within the MCVA is not reflective of the actual population in our Member Municipalities. Representation on the Board is determined by the population of the applicable Member Municipality as detailed in the *Conservation Authorities Act*.

2.5 BUDGET APPROVAL PROCESS

The *Conservation Authorities Act* and O. Reg. 402/22 outline the process of approving Conservation Authority budgets, specifically the process of approving the annual Municipal levies.

2.5.1 O. REG. 402/22: BUDGET AND APPORTIONMENT

O. Reg. 402/22: Budget and Apportionment specifies that the 2024 budget and all subsequent budgets must adhere to this regulation. It provides details on the budget process and municipal apportionment methods for levying participating municipalities and includes revocation of the previous regulations that governed municipal levies (O. Reg. 670/00 and O. Reg. 139/96). The 2023 budget has been prepared adhering to the upcoming legislative requirements.

The regulated budget process includes:

First Phase

Budget must include:

- All sources of revenue (other than municipal levy)
- Categorize operating expenses into Category 1, 2 and 3
- Categorize capital expenses into Category 1, 2 and 3
- Amount of levy for each Member Municipality
- Specify if the Authority considered opportunities to raise and use self-generated revenue to help finance the authority's operations, including the programs and services it provides, a description of what the authority considered

Budget must:

- Apply any relevant revenue to specific programs to offset levy
- Apply Modified Current Value Apportionment method to determine levy for each program
- Apply Benefit Based Apportionment method to sole benefitting programs (i.e., Floodway, Victor Street Erosion)

Second Phase

Draft Budget Process:

1. Notify all Member Municipalities of Draft Budget meeting if a Member Municipality will owe levy for Category 1 *Clean Water Act* programs and Services.
 - a. Advise of amounts owing or to be owed for Category 1 *Clean Water Act* programs and services.
2. Hold meeting to consider draft budget.
3. Hold vote on whether or not to approve the draft budget for consultation.

- a. If there is a levy for Category 1 *Clean Water Act* programs and services, hold a separate vote of Members from applicable municipalities for that portion of the draft budget.
- b. Vote is a one-member-one vote method.
4. Send Member Municipalities a copy of the Draft Budget and all financial information relating to the apportionment of operating and capital expenses.
5. Post a copy of the Draft Budget and financial information on Governance section of Authority's website.
6. Consult as necessary with Member Municipalities on draft budget in order to finalize final budget.

Third Phase

Final Budget Approval Process:

1. Notify all Member Municipalities of Budget meeting.
 - a. Notification must be at least 30 days prior to meeting.
 - b. Must include copy of most recent draft of the budget.
 - c. Must specify amount of levy for the given year.
2. Hold meeting to approve budget.
3. Hold a recorded vote to municipal levy/amounts owing.
 - a. If there are any Category 1 *Clean Water Act* apportionments, hold a vote with participating municipality representatives.
 - b. Weighted vote to approve municipal levy/amounts owing.
 - c. Authority can not send a notice of apportionment unless a vote has occurred.
4. Hold a recorded vote to approve final budget.
 - a. One -member-one vote to approve final Budget Document.
5. "Promptly" after the final budget process is approved, provide a copy of the final budget to the Minister and each Member Municipality.
6. Post final budget on the Authority's website in the Governance section.

2.5.2 BUDGET APPROVAL METHODS

Quorum must be achieved to approve the budget (i.e., 6 of 11 members must be present. Voting by proxy is not permitted.

For each phase of the budget approval process, the following budget approval method shall be used:

- Draft Budget
 - Decide on whether to approve draft budget for consultation
 - one-member-one-vote method
- Final Budget
 - Municipal levy/amounts owing

- recorded weighted majority vote
- Budget document
 - recorded one-member-one-vote

Weighted Majority Vote:

As outlined O. Reg. 402/22 Section 19, a recorded weighted vote is to be conducted to approve the levy/amounts owing in the Final Budget.

The following rules apply:

- Each Members vote shall be weighted according to the ratio of the MCVA for applicable Member Municipality.
- Approval requires 51%, based on the weighted percentage of those present.
- In the case of a tie vote, the vote is lost.
- If a municipality appoints more than one member to the authority, each members' votes shall be equal to the municipality's weighted vote divided by the number of members the municipality appoints to the authority.
- A municipality shall not have a weighted vote of more than 50 percent of the total weighted value for all the votes to be cast unless the municipality appoints more than 50 percent of the members to the authority.
- Absent members percentage does not carry to the members present from their Municipality (only applies to the City of Thunder Bay, as they have four members).
- Must be a recorded vote.

For weighted voting, the weighting of the votes is based on the applicable year's MCVA values provided annually by the MECF. In the case of the City of Thunder Bay, where their MCVA apportionment is greater than 50%, their members are equally apportioned 50% of the total vote, as no one municipality can hold greater than 50 percent of the vote for the weighted majority vote.

Weighted Vote Allocations:

Municipality	# of Members	2023 CVA (%)	Vote %
City of Thunder Bay	1	85.88	12.5
	1		12.5
	1		12.5
	1		12.5
Conmee	1	0.44	1.56
Dorion	1	0.29	1.03
Gillies	1	0.25	0.89
Neebing	1	2.26	8.00
O'Connor	1	0.47	1.66
Oliver Paipoonge	1	5.50	19.48
Shuniah	1	4.91	17.38
TOTAL	11	100	100

Example: Conmee = $(0.44 / (100 - 85.88)) \times 50$

One-Member-One-Vote Method:

A one-member one-vote (i.e. majority vote) is to be conducted to approve consultation of the draft budget and approval of the Budget Document. Each member present has an equal weighting of their vote.

Majority Vote Allocations:

Municipality	# of Members	% Vote
City of Thunder Bay	1	9.09
	1	9.09
	1	9.09
	1	9.09
Conmee	1	9.09
Dorion	1	9.09
Gillies	1	9.09
Neebing	1	9.09
O'Connor	1	9.09
Oliver Paipoonge	1	9.09
Shuniah	1	9.09
TOTAL	11	100

2.6 ASSET MANAGEMENT PLAN

TBT Engineering Consulting Group completed the LRCA Asset Management Plan (AMP) in July 2016, which was updated in 2021 by KGS Group. The AMP provided insight into the current condition of the Authority's assets and a timeline indicating recommended repairs, maintenance and replacement of assets. The goal of the AMP is to provide a

strategy to achieve and maintain the desired level of services for each asset while maintaining financial goals.

The Asset Management Plan is updated every five years. The next update will occur in 2026.

2.7 RESERVE POLICY

The Authority has an approved Reserve Policy (FIN-04) which outlines how the various reserves are to be managed. A summary of planned appropriations to and from Reserves is included in Section 4.

2.8 PURCHASING POLICY

The LRCA approved Purchasing Policy (FIN-06), which was updated in 2019, guides all purchasing.

2.9 LAKEHEAD CONSERVATION FOUNDATION

The Lakehead Conservation Foundation was formed in 1987 as it became evident that funding from the Province of Ontario was decreasing. Since inception, the Foundation has donated \$816,290 towards these programs. Their annual contribution has been typically \$20,000 and is allocated for environmental education and other special projects.

Due to COVID-19 in 2021 the annual Dinner and Auction and the Wine Tasting Fundraising events were cancelled, and in 2022 the Dinner Auction was cancelled resulting in a loss in revenue of approximately \$20,000.00 each year, and subsequently no donation to the LRCA. The LCF is planning on hosting both events in 2023. Future donations will be determined based on the success of the events.

2.10 CONSERVATION ONTARIO

Conservation Ontario (CO) is the network or umbrella organization of the 36 Conservation Authorities similar to the Association of Municipalities (AMO). Decisions made at CO Council Meetings do not bind individual Conservation Authorities unless specifically adopted by the Conservation Authority. CO advocates on behalf of the collective and has been instrumental during the transition from MNR to MECP and during the current *Conservation Authorities Act* review process. Typically, both the Chair and CAO attend the quarterly CO Council Meetings; however, due to COVID-19 the meetings have been held virtually; however, are expected to go back to in-person in 2023. The LRCA pays an annual levy to CO.

2.11 PROGRAMS AND SERVICES

In October 2021 the MECP released O. Reg. 686/21: Mandatory Programs and Services and O. Reg. 687/21: Transition Plans and Agreements under the *Conservation Authorities Act*. The purpose of the transition period is to provide conservation authorities and municipalities with the time to address changes to the budgeting and levy process based on the delivery of mandatory programs and services (Category 1), municipal programs and services (Category 2), and other programs and services (Category 3) and to reach agreements.

As required in O. Reg. 687/21: Transition Plans and Agreements the following requirements have been completed:

- **Transition Plan** (November 24, 2021): Included a timeline/workplan to meet the requirements for the first and second phases of the transition period.
- **Inventory of Programs and Services** (February 28, 2022): List of all the programs and services that the authority was providing at that time, and those that it intends to provide as of January 1, 2024. Summarized programs into Category 1, 2 and 3 and detailed how they were funded.

The Act outlines programs areas which have been categorized into three categories:

2.11.1 CATEGORY 1 – MANDATORY PROGRAMS AND SERVICES

Mandatory programs and Services (as outline in the Act)

21.1 (1) *An authority shall provide the following programs or services within its area of jurisdiction:*

1. *A program or service that meets any of the following descriptions and that has been prescribed by the regulations:*
 - i. *Programs and services related to the risk of natural hazards*
 - ii. *Programs and services related to the conservation and management of lands owned or controlled by the authority, including any interests in land registered on title.*
 - iii. *Programs and services related to the authority's duties, functions and responsibilities as a source protection authority under the Clean Water Act, 2006.*
 - iv. *Programs and services related to the authority's duties, functions and responsibilities under an Act prescribed by the regulations.*

3. *A program or service, other than a program or service described in paragraph 1, that has been prescribed by the regulations on or before the first anniversary of the day prescribed under clause 40 (3) (i).*

Within the budget the Mandatory Programs and Services are categorized under each of the following categories:

- Risk of Natural Hazards
 - Floodplain Mapping
 - Technical Studies
 - Communications and Outreach
 - Flood Forecasting and Warning
 - Drought and Low Water Response
 - Ice Management
 - Infrastructure: Neebing-McIntyre Floodway
 - Infrastructure: Victor Street Erosion
 - Review of Proposal Under an Act
 - Plan Review Comments
 - Administering and Enforcing the Act (Section 28 Development Regulations)
- Conservation and Management of Lands
 - Conservation Areas
 - Administer Section 29 Regulations in Conservation Areas
 - Other owned land
- Source Protection
- Other Programs and Services
 - Water Quality and Quantity Monitoring: Provincial Groundwater Monitoring Network
 - Water Quality and Quantity Monitoring: Provincial Water Quality Monitoring Network
 - Watershed-based Resource Management Strategy (new mandated requirement due December 31, 2024)

2.11.2 CATEGORY 2 – NON-MANDATORY PROGRAMS AND SERVICES AT THE REQUEST OF A MUNICIPALITY

Municipal programs and services (as outlined in the Act)

21.1.1 (1) *An authority may provide within its area of jurisdiction municipal programs and services that the authority agrees to provide on behalf of a municipality*

situated in whole or in part within its area of jurisdiction under a memorandum of understanding or such other agreement as may be entered into with the municipality in respect of the programs and services.

On November 28, 2022, the *More Homes Built Faster Act* (Bill 23) was passed and subsequently O. Reg. 596/22 (Prescribed Acts) came into affect on January 1, 2023. This legislation impacts the LRCA's Category 2 programs as outlined in the Inventory of Programs.

Within LRCA's current Inventory of Programs, the Category 2 programs included:

- Mapping Service
 - GIS mapping service provide to Municipality of Oliver Paipoonge, Township of Dorion and the Lakehead Rural Planning Board, as a fee for service.
- Natural Heritage Planning Review
 - New proposed program that would provide natural heritage commenting on all planning applications within the City of Thunder Bay. Subject to approval by City Council.

Effective January 1, 2023, the following section was added to the *Conservation Authorities Act*:

21.1.1 (1.1) *An authority shall not provide under subsection (1), within its area of jurisdiction, a municipal program or service related to reviewing and commenting on a proposal, application or other matter made under a prescribed Act.*

Where the prescribed Acts are outlined in O. Reg. 596/22:

The following Acts are prescribed for the purposes of subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Act:

1. The *Aggregate Resources Act*.
2. The *Condominium Act, 1998*.
3. The *Drainage Act*.
4. The *Endangered Species Act, 2007*.
5. The *Environmental Assessment Act*.
6. The *Environmental Protection Act*.
7. The *Niagara Escarpment Planning and Development Act*.
8. The *Ontario Heritage Act*.
9. The *Ontario Water Resources Act*.
10. The *Planning Act*.

The new legislation prohibits the LRCA from providing the “Natural Heritage Planning Review” program as proposed to the City of Thunder Bay. Staff will be removing this program from the Inventory of Programs. The “GIS Mapping Service” program will continue to be offered to the applicable municipalities.

2.11.3 CATEGORY 3 – NON-MANADATORY PROGRAMS AND SERVICES

Other programs and services (as outlined in the Act)

21.1.2 (1) *In addition to programs and services described in section 21.1 ad 21.1.1, an authority may provide, within its area of jurisdiction, any other programs and services that it determines are advisable to further the purposes of this Act.*

NEW AS OF JANUARY 1, 2023 - (1.1) *An authority shall not provide under subsection (1), within its area of jurisdiction, a program or service related to reviewing and commenting on a proposal, application or other matter made under a prescribed Act.*

(2) *On and after the day prescribed by the regulations, if financing under section 25 or 27 by a participating municipality is necessary in order for the authority to provide such programs and service authorized to be provided under subsection (1), the program or service shall not be provided by the authority unless an agreement that meets the following criteria has been entered into between the authority and the participating municipality in respect of the program and service:*

1. *The agreement must provide for the participating municipality to pay to the authority,*
 - i. *An apportioned amount under section 25 in connection with a project related to the program or service, or*
 - ii. *An apportioned amount under section 27 in respect of the program or service.*
2. *The agreement must include provisions setting out on which the agreement terminates and a requirement that it be reviewed by the parties within the period specified in the regulations for the purpose of determining whether or not the agreement is to be renewed by the parties.*
3. *The agreement must meet such other requirements as may be prescribed by the regulations.*

Category 3 programs included in the budget include:

- Education
 - Environmental Education
 - Nature Interpretive Programming
- Stewardship

- Superior Stewards
- Tree Seedling
- Private Land Stewardship
- Environmental Research
 - Low Impact Development Research with PhD Student

2.11.4 CORPORATE SERVICES

Corporate Services that apply to all program areas are considered an enabling service and are categorized as a separate budget category. They are considered to be applicable to all Member Municipalities and are part of the levy-all. Subservices within this category include:

- Corporate Services
 - Administration
 - Community Relations
 - Vehicle and Equipment Program
 - Information Technology Management
 - Corporate GIS

Currently the *Conservation Authorities Act* defines the following terms:

Administration costs: means salaries and travelling expenses of members and employees of an authority, office rent, maintenance and purchase of office equipment, expenses connected with exhibits, visual equipment and printed matter for educational purposes, all expenditures necessary for carrying out the objects of an authority other than capital expenses and maintenance costs of projects.

On July 1, 2023, the day named by proclamation of the Lieutenant Governor, the definition of administration costs is repealed, and the following definition will be added:

Operating expenses: include,

- a) salaries, per diems and travel expenses of employees and members of an authority,
- b) rent and other office costs,
- c) program expenses,
- d) costs that are related to the operation or maintenance of a project, but not including the project's capital costs, and
- e) such other costs as may be prescribed by regulation.

3 2023 BUDGET

The 2023 Budget document contains details for the Lakehead Region Conservation Authority's (LRCA) planned operations and capital activity. The Budget has been set at \$2,892,484 which includes a total levy of \$1,793,799 of which all Member Municipalities pay \$1,077,302 with the remainder being sole-benefitting levy to the City of Thunder Bay (\$716,497). The budget has a 2.35% levy-all increase compared to the 2022 approved budget.

BUDGETED REVENUE

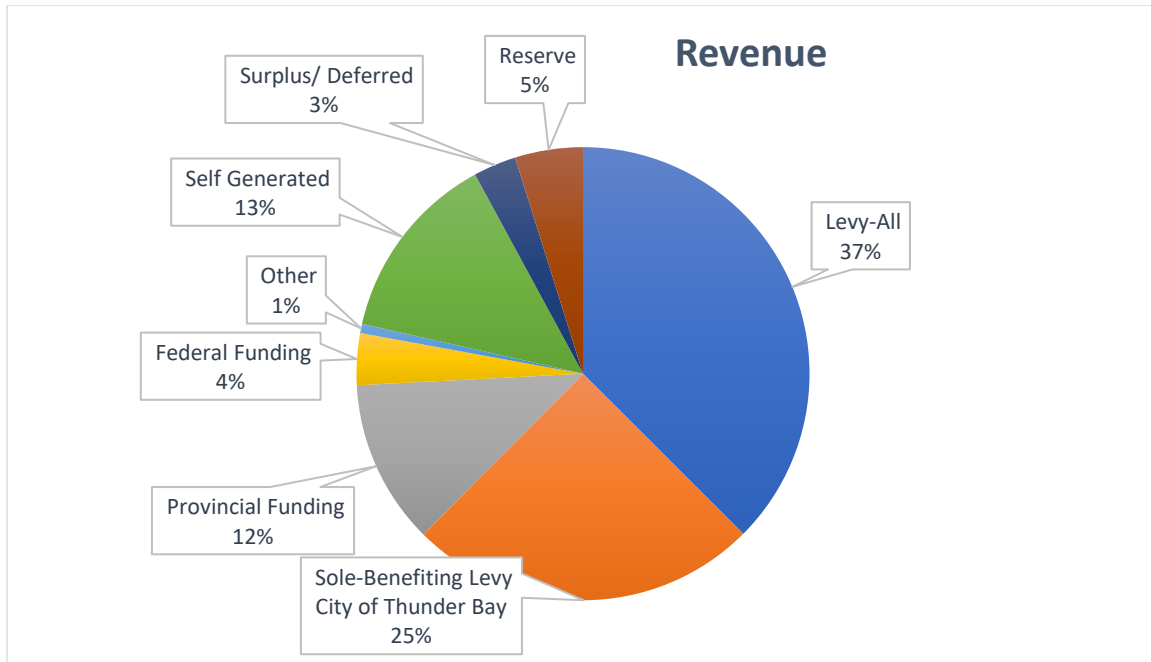
The LRCA draws revenue from a variety of sources:

- Municipal levies
- Provincial transfer payments (MNRF)
- Other Transfer Payments for specific purposes (i.e., Source Water Protection)
- User fees (i.e., parking fees, education programs, permit fees, etc.)
- Reserves and prior years deferred revenue
- Donations from the Lakehead Conservation Foundation
- Other miscellaneous sources of revenue (i.e., property rental, interest, etc.)
- Other funding sources (vary from year to year)

**See Section 2.3 – Sources of Funding for a detailed analysis*

Projected Revenues by category:

FIGURE 1: 2023 PROJECTED REVENUES



Significant revenue sources budgeted for 2023 include the following:

- \$1,077,302 – Levy-all
- \$716,497 – Levy – City of Thunder Bay (sole-benefitting)
- \$150,940 – MNRF Section 39 Provincial Transfer Payment
- \$40,000 – MNRF Shoreline Stewardship
- \$31,700– ECCC Floodway Corridor Wildlife Habitat
- \$12,955 – ECCC Mountdale Boat Launch
- \$15,500 – ECCC Waterfront Shoreline Restoration
- \$32,000 - ECCC Boulevard Lake Naturalization Project
- \$57,716 – MECP – Source Water Protection
- \$100,000 – Interest income

Other grants that the LRCA intends to apply for in 2023 include:

- TD Friends of the Environment (\$20,000)
- Canada Summer Jobs (\$10,566)

This budget has been prepared based on estimates of potential revenue from various funding sources, which will be dependent on successful funding applications. Some of the projects included in the budget will only be completed if grant funding is successfully

obtained. Additional applications for other programs may be completed as funding becomes available throughout the year.

CONSIDERATION OF OPPORTUNITIES TO RAISE AND USE SELF-GENERATED REVENUE

Per O. Reg. 402/22, Section 13(2)8, the budget must provide a description of what opportunities the authority considered to raise and use self-generated revenue to help finance the authority's operations, including the programs and services it provides.

Currently the LRCA's self generated revenue is derived from fee for service and user fees from the following sources:

- Interest
- Mapping Service (Category 2 program)
- Education programming fees (Category 3 program)
- Plan Input fees
- Section 28 Permit fees
- Lawyer Inquiry fees
- Explore Card sales
- Coin boxes for parking/day use fees at:
 - Mills Block Forest
 - Little Trout Bay
 - Cedar Falls
 - Hurkett Cove
 - Wishart Forest
 - Silver Harbour
 - Hazelwood Lake
- Pay and Display Units for parking fees at (enforced under City of Thunder Bay Parking By-Law)
 - Mission Island Marsh
 - Cascades
 - Silver Harbour (new as of 2023)

Due to the increased revenue generation from the installed pay and display units at Cascades and Mission Island Marsh, in 2023 in an effort to increase revenue generation at Silver Harbour Conservation Area, a pay and display unit will be installed to collect the \$5.00 Day Use fee, which will be enforced under the *Conservation Authorities Act*.

The Fee Schedule will be reviewed annually to determine the annual fee rates, as approved by the Board. On December 28, 2022 a Minister's Direction was issued to Conservation Authorities prohibiting them from changing fees related to reviewing and commenting on planning and development related proposals or land use planning

policies, or fore permit issued by the Conservation Authority for the period of January 1, 2023 to December 31, 2023.

Increased revenue will used to offset levy and reinvest in amenities provided at Conservation Areas.

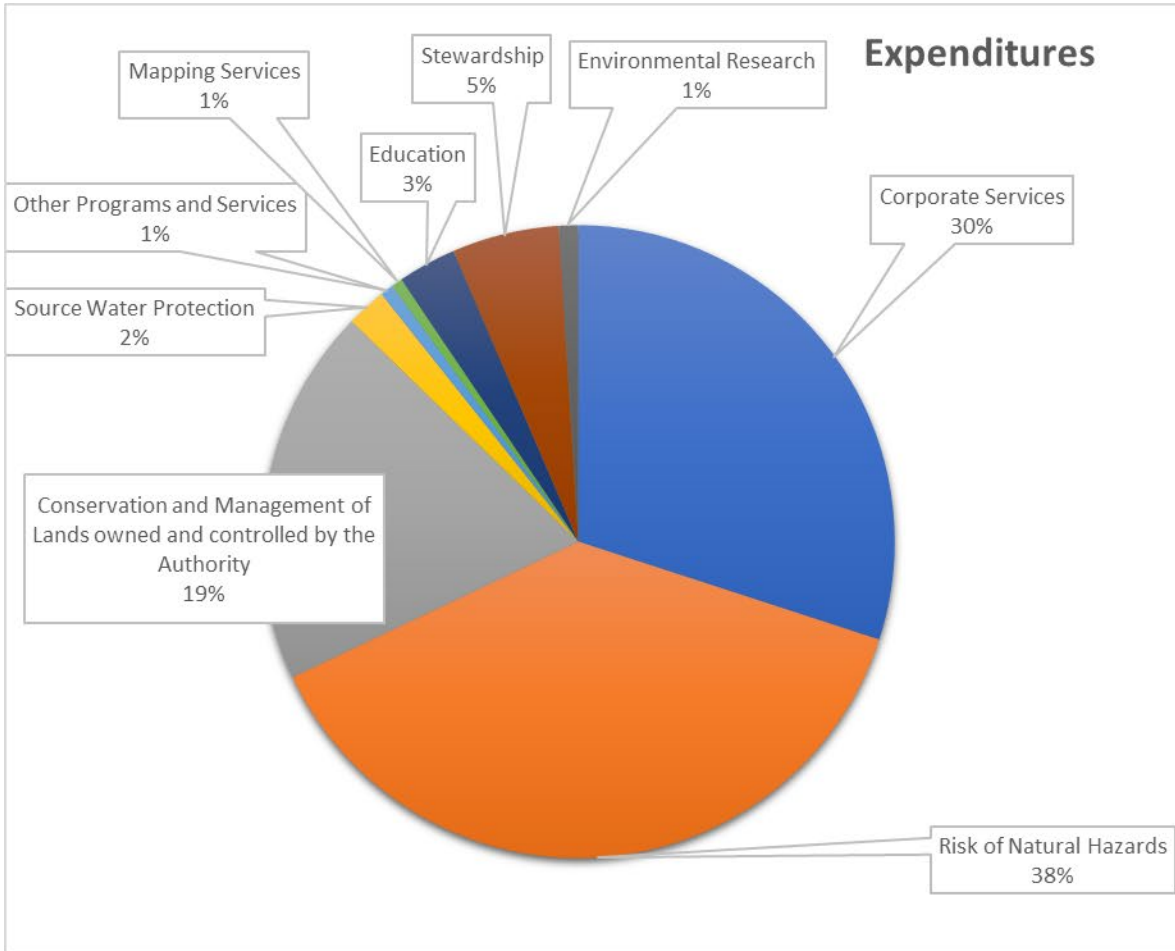
BUDGETED EXPENDITURES

The 2023 Budget is categorized into nine categories as listed below:

Projected Expensed by category include:

- 1) Corporate Services
- 2) Risk of Natural Hazards
- 3) Management, Operations and Maintenance of Authority Owned Lands
- 4) Drinking Water Source Protection
- 5) Other Programs and Services as described in Section 21.1(2) of the Act
- 6) Mapping Services
- 7) Education
- 8) Stewardship
- 9) Environmental Research

FIGURE 2: 2023 PROJECTED EXPENSES BY PROGRAM



3.1 CORPORATE SERVICES

Corporate Services include programs that apply to all programs and services and the general overall management of the organization.

ADMINISTRATION

Expenditures	\$637,471	
Annual	\$637,471	Travel and training (admin staff)
		Wages and benefits (admin staff)
		Insurance
		Professional fees, subscriptions, memberships
		Conservation Ontario levy
		Security monitoring
		Vehicle rental
		Board Member allowance (per diems, travel, meeting expenses)
		Audit fees
		Latonnell Conference
		Legal fees
		Bank fees
		Computer equipment and software
		Photocopying
		Postage
		Stationery and office supplies
		Utilities
		Annual Report
		Telephone
		Northern Ontario Safety Group
		Health and Safety Training
One-Time		
Revenue	\$637,471	
Grants	\$150,940	MNRF Section 39
Self-Generated	\$111,788	Interest Revenue \$100,000, DFO Inspections \$2,000, SWP Admin Fee \$8,375, Various Revenues \$1,413
Levy-All	\$333,843	
Prior Year Surplus	\$40,900	

COMMUNITY RELATIONS

Community Relations applies to all programs and includes: promoting the Authority; media relations; website; creation of publications (i.e., fact sheets, annual report, etc.) and other materials; and watershed-wide communication and promotion of LRCA and its programs to watershed residents, municipalities, and other agencies. Annually the LRCA produces a calendar, which is fully funded by paid advertising.

Expenditures	\$108,471	
Annual	\$108,471	Staff wages
		Vehicle rental
		Advertising
		Training
		Booth rentals
		Promotional items
		Website
		Calendar Expenses (\$6,000)
One-Time		
Revenue	\$108,471	
Grants		
Other	\$6,700	Other Revenue \$700, Calendar Revenue \$6,000
Levy-All	\$101,771	
Prior Year Surplus		

VEHICLE AND EQUIPMENT PROGRAM

The Vehicle and Equipment Program is utilized to internally charge LRCA programs vehicle related usage costs to self fund all vehicle and equipment costs, including replacement, in the form of a Reserve.

The following table illustrates the 2023 Vehicle and Equipment Program Budget for revenue and expenses, which shows the actual revenue and expenses for the previous three years. The projected surplus at the end of the financial year is to be transferred into the Replacement of Vehicle/Equipment Reserve.

Lakehead Region Conservation Authority 2023 Vehicle and Equipment Budget

	2023 BUDGET	2022 BUDGET	2021 BUDGET
Revenue:			
Vehicle rental recoveries	33,000.00	35,750.00	36,600.00
Equipment rental recoveries	3,000.00	3,000.00	3,000.00
	36,000.00	38,750.00	39,600.00
Expenses:			
Insurance	5,000.00	4,800.00	4,400.00
Vehicles:			
Repairs and maintenance	5,000.00	5,500.00	5,500.00
Annual safety check	900.00	900.00	900.00
Licenses	500.00	1,000.00	1,000.00
Fuel	9,000.00	7,800.00	7,775.00
Equipment:			
Fuel	2,300.00	1,500.00	1,400.00
Repairs and maintenance	3,500.00	3,000.00	2,000.00
Small Tools	500.00	500.00	500.00
	26,700.00	25,000.00	23,475.00
Transfer to V/E Reserve	9,300.00	13,750.00	16,125.00

Reserve for Vehicle/Equipment Replacement

Budgeted Purchases from Reserves:

Utility Trailer	3,000.00
Riding Lawn Mower	7,005.00
Walk behind Sickle Mower	5,537.00
Total	15,542.00

INFORMATION TECHNOLOGY MANAGEMENT

Information Technology Management is provided to all programs and services. It includes all hardware and software and is managed by the Information Systems Coordinator.

Expenditures	\$44,177	
Annual	\$44,177	Staff wages
		Accounting Software
		Adobe upgrades
		Bitdefender upgrade
		Office 365 upgrade
		Dalto Alto Cloud Backup
		Computer purchases
		Travel and Training
One-Time		
Revenue	\$44,177	
Grants		
Other		
Self-Generated		
Levy-All	\$44,177	
Prior Year Surplus		

CORPORATE GIS

Corporate GIS is provided to all programs and services. It includes the overall management of data and GIS software and is managed by the Information Systems Coordinator.

Expenditures	\$26,298	
Annual	\$25,780	Staff wages
		ESRI Software
		Hardware
One-Time		
Revenue	\$26,298	
Grants		
Other		
Self-Generated		
Levy-All	\$26,298	
Prior Year Surplus		

3.2 CATEGORY 1: MANDATORY PROGRAMS AND SERVICES

Two summer students will be hired in 2023 for 16 weeks including: a Water Resources Technologist Assistant and a Civil Technician.

The Water Resources Technologist Assistant will assist the GIS/Water Resources Technologist and Development Regulations Officer with the following program areas:

- PGMN
- PWQMN
- Bathing Beach Sampling
- Filing and data management.

The Civil Technician will continue with the Culvert Analysis Project that was initiated in 2021 in the Municipality of Neebing. In rural areas within the LRCA's Area of Jurisdiction, where there is no completed floodplain mapping, the civil technician using available tools such as the Ontario Flow Assessment Tool and culvert sizing estimating methods will assess existing water crossings and their capacity to provide access and egress during various return period flood events. Data for the project will be compiled from existing Asset Management data compiled by the respective Township/Municipality. This information will be compiled into a report(s) categorized by Township/Municipality, summarizing the findings including identifying features that may impact access and egress (i.e., undersized culverts, dead end roads, etc.) and the location of critical infrastructure such as schools, etc. This information will be used by the LRCA when commenting on Planning Applications and Permit Applications; will be provided to the respective Township/Municipality for use in asset management (i.e., prioritize the replacement of water crossings that do not provide access and egress) and emergency planning (i.e. emergency access routes, etc.). It is anticipated that the work within the Municipality of Neebing will continued in 2023, after which the next Township/Municipality report will be started.

3.2.1 RISK OF NATURAL HAZARDS

Mandatory Programs and Services related to the risk of natural hazards.

FLOODPLAIN MAPPING

The Regulatory Floodplain is the approved standard used in a particular watershed to define the limit of the flood plain for regulatory purposes. Adaptive watershed management requires a preventative and proactive approach to address the potential impacts of urbanization and climate change.

The Authority completed various floodplain mapping studies, which are currently used during the administration of the Regulations and for Plan Input and Review purposes. When the studies were completed, partial funding was provided under a variety of government funding programs. The studies were completed between 1979 and 1985, with McVicar Creek updated in 1995.

In recent years, utilizing National Disaster Mitigation Funding, updates to floodplain mapping studies were completed including:

- McIntyre River (2015),
- Neebing River (2018),
- McVicar Creek (2019),
- Kam River (2020),
- Pennock Creek, (2020),
- Mosquito Creek, (2020).

Completed studies are shared with applicable Member Municipalities for use by the engineering departments, for asset management and to be incorporated into their Official Plan and Zoning By-Law.

It is important for the recently updated Watershed hydraulic models to be updated regularly to reflect newly installed/modified infrastructure, such as culverts and bridges, and other changes that are proposed or permitted through the regulations process. Protocols for updating the hydraulic model are needed to ensure that updates are performed efficiently and on a regular schedule with clear communication between the LRCA, Municipality and the Consultant updating the models. A Consultant will be hired to complete the updates to the models. Any changes to the watersheds allowed through the regulation process, or otherwise identified, will be tracked by LRCA and sent to the Consultant. As the anticipated updates will occur within the City of Thunder Bay, the costs will be part of a sole-benefitting levy to the City of Thunder Bay.

Expenditures	\$46,346	
Annual	\$46,346	Maintenance of current models and annual updates to existing models
Revenue	\$46,346	
Grants		
Other		
Levy-Sole Benefitting City of Thunder Bay	\$46,346	
Prior Year Surplus		

TECHNICAL STUDIES

Studies, mapping and data collection to understand the risks related to natural hazards including how those risks might be affected by climate change. Development of plans and policies to support the delivery of programs.

Expenditures	\$2,216	
Annual	\$2,216	Staff wages
Revenue		
Grants		
Levy-All	\$2,216	
Prior Year Surplus		

COMMUNICATIONS AND OUTREACH

Promoting public awareness of natural hazards including flooding, drought and erosion including: public events and materials; social media services; website; and media relations.

In 2023, the Authority will purchase an augmented reality table to enhance the learning experience. The augmented reality table is an interactive teaching tool designed to show in real-time the affect of rainfall events. The table utilizes a projector, a special camera, and a computer with a high-performance graphics card. The sand in the table can be physically manipulated to simulate topographical features; the camera scans the contours of the sand and projects a corresponding digital contour map onto the surface. Shadows cast by hands over top of the sand then cause “rainfall events” which can then simulate flooding, lakes, rivers, and watersheds. Additionally, the ability to have accurate topographical plates of the Neebing-McIntyre Floodway 3D printed can be utilized to simulate the operations of the Floodway. This technology was first observed by staff at the Conservation Areas Workshop. Lakehead University, who would be hired to design and build the table for the LRCA, has brought their table to the Lakehead Children’s Water Festival. This table will be utilized as an interactive teaching tool for communicating to the public the effects of stormwater, how watersheds work, and how the LRCA helps protect people and property from the natural hazard of flooding.

Expenditures	\$15,645	
Annual	\$10,645	Staff wages
		Clothing Allowance
One-Time	\$5,000	Augmented Reality table
Revenue	15,645	
Grants		
Levy-All	\$15,645	
Prior Year Surplus		

FLOOD FORECASTING AND WARNING

This includes procedures undertaken by the LRCA required to reduce this risk of loss of life and property damage due to flooding through the forecasting of flood events and the issuing of flood messaging (i.e., Watershed Conditions Statements, Flood Watch and Flood Warnings) to prepare those who must respond to the flood event. Additionally, this includes development and implementation of a comprehensive system developed to guide and implement Flood Forecasting and Warning activities, to effectively manage flood control structures and to provide guidance during the response to a flood.

Annual measures include:

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

Expenditures	\$46,730	
Annual	\$46,730	Staff wages
		Vehicle rental
		Materials and supplies
		Insurance
		Staff training (Flood Forecasting workshop, WISKI training)
		WISKI software annual maintenance fees
		Computer and office equipment, network repairs
		Boot Allowance
		Clothing Allowance
One-Time		
Revenue	\$46,730	
Grants		
Other		

Levy-All	\$46,730	
Prior Year Surplus		

DROUGHT AND LOW WATER RESPONSE

In conjunction with the MNRF, the Authority administers the Ontario Low Water Response program within the LRCA area of jurisdiction, which is a response plan to minimize the effects of drought. The program includes condition monitoring and analysis and technical support to the Water Response Team representing major water users and decision makers who recommend drought response actions.

Expenditures	\$4,023	
Annual	\$4,023	Staff wages
		Materials and equipment
Revenue	\$4,023	
Grants		
Other		
Levy-All	\$4,023	
Prior Year Surplus		

ICE MANAGEMENT

Ice Management is a new program area, as outlined as a mandatory program. The program will be developed in 2023. The program will involve inspecting ice issue areas, identifying risks and support for any required mitigation. Prior to December 31, 2024, an Ice Management Plan is mandated to be developed.

Expenditures	\$8,046	
Annual	\$8,046	Staff Wages
Revenue		
Grants		
Other		
Levy-All	\$8,046	
Prior Year Surplus		

INFRASTRUCTURE: NEEBING-MCINTYRE FLOODWAY

OPERATING

This category includes costs associated with the operation and minor maintenance of flood control structures, the primary purpose of which is to provide protection to life and property. This includes all costs related to the Neebing-McIntyre Floodway. Overall, flood control services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damages and loss of life.

Expenditures	\$175,275	
Annual	\$175,275	Annual structural inspections of Neebing Weir and Diversion Structure
		Floodway water level monitoring
		Minor maintenance (tree removal, minor repairs, etc.)
		Hiring of two summer students (14 weeks) to complete Floodway maintenance
		Staff wages
		Vehicle rental
		Materials and supplies
		Insurance
		Property Taxes
One-Time		
Revenue	\$175,275	
Grants		
Other		
Self-Generated	\$500	CLE Land Rental
Levy Sole-Benefiting City of Thunder Bay	\$174,775	
Prior Year Surplus		

CAPITAL

This category includes costs associated with the capital and major maintenance of flood control structures, the primary purpose of which is to provide protection to life and property. This includes all costs related to the Neebing-McIntyre Floodway. Overall, flood control services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damages and loss of life.

The Floodway has provided 39 years of continuous operation since completion in 1984. In 2023, a consultant will be hired to update the Neebing-McIntyre Floodway Integrity Study, which is updated every 10 years. The study will be a comprehensive review of the original design assumptions versus the actual observed and predicted performance. The schedule of long-range maintenance will be reviewed as part of the study and will be used to confirm future required funds to maintain the integrity of the Floodway.

Expenditures	\$506,377	
Annual	\$356,377	Annual Levy to deferred for future use
One Time	\$150,000	Floodway Integrity Study
Revenue	\$506,377	
Grants	\$75,000	WECI will be applied to for 50% of the cost of the study. If not successful, the full cost will be funded by current year levy.
Other		
Levy-Sole-Benefiting City of Thunder Bay	\$431,377	A constant amount is levied annually, with funds not needed in the given year placed in a deferred fund for future years in order to avoid the highs and lows when major maintenance is required. LRCA staff maintains a timeline for major maintenance required on the Floodway, which is used to calculate required future funds needed in order to provide a consistent and manageable annual levy to the City of Thunder Bay. As the Floodway is an essential part of mitigating the risk to life and property, the LRCA must guarantee funds are available to ensure the integrity of the Floodway is maintained.

Some of the larger (over \$100,000) major maintenance expected to be required in the next 10 years include:

- 2023 – Integrity Study (completed every 10 years)
- 2024 – Diversion Channel Dredging
- 2025 - Dredging Island Drive to CPR Bridge
- 2028 – Dredging Balmoral Sediment Trap
- 2031 – Dredging Island Drive to Lake

The 2023 Integrity Study will review current estimated maintenance dates and costs that will inform future budgets.

Major maintenance projects are eligible for Provincial Transfer Payment Water and Erosion Control Infrastructure (WECI) funding which the LRCA applies for the year the work is undertaken; however, the allocation of WECI funds varies year-to-year and is not guaranteed year-to-year; therefore, total costs of major maintenance are used in determining required future funds. Any additional funding obtained through WECI will result in the levy being carried forward for future year's projects and adjusting the long-

term projections accordingly. The future of the WECl program is unknown due to the change in Ministry oversight of Conservation Authorities, and the change in government.

INFRASTRUCTURE: VICTOR STREET EROSION

OPERATING

This category includes costs associated with the minor maintenance of erosion control structures on City of Thunder Bay owned land on Victor Street and protection of City owned infrastructure along Kam riverbank. The primary purpose of which is to provide protection to life and property. Overall, erosion control services reduce watershed resident’s exposure to the threat of property damages and loss of life. This area has historically been managed/monitored on behalf of the City of Thunder Bay.

Expenditures	\$20,541	
Annual	\$20,541	Victor Street soil nailing, slope inspection (2x/year) Staff wages
One-Time		
Revenue	\$20,541	
Grants		
Self-Generated		
Levy Sole-Benefiting City of Thunder Bay	\$20,541	
Levy-All		
Prior Year Surplus		

CAPTIAL

This category includes costs associated with the capital and major maintenance of erosion on City of Thunder Bay owned land on Victor Street, the primary purpose of which is to provide protection to life and property. Overall, erosion control services reduce watershed resident’s exposure to the threat of property damages and loss of life. The main erosion control structure is the soil nailing completed along Victor Street on City of Thunder Bay land to protect Victor Street and the adjacent infrastructure.

In 2019 the Kaministiquia River Erosion Sites Inventory Report was completed which delineated the 100-year erosion rate along the Kaministiquia River within the City of Thunder Bay. Within the report, it was identified that Victor Street was within the 100-year erosion hazard, based on the completed methodology. A detailed analysis of the area was recommended to look at the risk to Victor Street and adjacent infrastructure, including long-term recommendations related to access and egress to the area. This study was completed in 2020; recommendations will be incorporated into future budgets in consultation with City of Thunder Bay Engineering.

Expenditures	\$43,458	
Annual	\$43,458	Amount to be deferred for future use.
One Time		
Revenue	\$43,458	
Grants		
Levy Sole-Benefiting City of Thunder Bay	\$43,458	
Levy-All		
Prior Year Surplus		

REVIEW OF PROPOSALS UNDER AN ACT

As a mandatory program, staff will provide input to the review and approval processes under other applicable law (i.e., *Aggregate Resources Act, Drainage Act, Environmental Assessment Act*, etc.) with comments related to natural hazards, wetlands, watercourses and Section 28 permit requirements.

Expenditures	\$2,842	
Annual	\$2,842	Staff wages
Revenue		
Grants		
Other		
Levy-All	\$2,842	
Prior Year Surplus		

PLAN REVIEW COMMENTS

Conservation Authorities are delegated the responsibility from MNRF to comment on all *Planning Act* applications processed by their Member Municipalities as to the applications adherence to Section 3.1 of the Provincial Policy Statement (i.e., natural hazards).

This category includes reviewing comprehensive updates to Member Municipality Official Plans and Zoning By-laws; site specific amendments to Official Plans and Zoning By-laws; subdivision applications; site plan control; consent applications; minor variances, etc. It is noted that the LRCA does not have any additional agreements with any of its Member Municipalities for the review of natural heritage. Comprehensive Official Plan and Zoning By-Law reviews are eligible for Section 39 Transfer Payment; however, due to the province under funding core mandate programming, no transfer payment is allocated for this mandated review.

Effective January 1, 2021, the LRCA began charging a Fee for Service for all Plan Review comments. The generated revenue will be used to reduce levy required to administer this delegated program. A few years of revenue will be required to fully predict future years generated revenue, which will fluctuate annually depending on the volume of *Planning Act* applications received by our Member Municipalities.

Effective January 1, 2023 a Minister’s Direction as part of the *More Homes Built Faster Act 2022* (Bill 23) was issued to Conservation Authorities to not change fees related to reviewing and commenting on planning applications for the period of January 1, 2023 to December 23, 2023; therefore, fees charged to applicants for planning comments will not be changed through the legislated period.

Expenditures	\$88,093	
Annual	\$88,093	Staff wages Training Legal Fees
One time		
Revenue	\$88,093	
Other	\$40,783	Canada Summer Jobs \$5,283, Planning Fees Revenue \$35,500,
Levy-All	\$47,310	
Prior Year Surplus		

***ADMINISTERING AND ENFORCING THE ACT (SECTION 28
DEVELOPMENT REGULATIONS)***

The Development Regulations category includes the costs and revenues associated with administering Ontario Regulation 180/06: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation under the *Conservation Authorities Act*, which includes: permit application review, inspections, permit issuance, enforcement and follow-up. Also, which may include defending appeals and conducting Hearings.

Effective January 1, 2023 a Minister’s Direction as part of the *More Homes Built Faster Act 2022* (Bill 23) was issued to Conservation Authorities to not change fees related to permits issued by Conservation Authorities for the period of January 1, 2023 to December 23, 2023; therefore, fees charged to applicants for development permits will not be changed through the legislated period.

Expenditures	\$137,950	
Annual	\$137,950	Staff wages
		Training and travel
		Legal Fees
		Engineering Support
		Provincial Offences Officer supplies
		Professional Fees
One-Time		
Revenue	\$137,950	
Self-Generated	\$ 30,283	Lawyer property inquiries \$4,000, Development Regulation Permit fees \$21,000, Canada Summer Jobs \$5,283
Levy-All	\$107,667	
Other		
Prior Year Surplus		

3.2.2 CONSERVATION AND MANAGEMENT OF LANDS OWNED AND CONTROLLED BY THE LRCA

Programs and services related to the conservation and management of lands owned or controlled by the authority.

CONSERVATION AREAS

OPERATING

This includes all expenses and revenue associated operation and minor maintenance of land owned and/or managed by the Authority. In total, the LRCA owns 2,600 hectares of land, including Conservation Areas, administrative office lands, flood and erosion prone land and conservation lands.

The Conservation Areas provide an opportunity for the watershed residents for semi-passive activities such as hiking, nature appreciation, photography, fishing, etc. Of the eight Conservation Areas, five provide access to Lake Superior with three being adjacent to Provincially Significant wetlands. Comments on planning applications near Conservation Areas will be provided by the LRCA.

The Bathing Beach monitoring program will continue at Hazelwood Lake and Mission Island Marsh Conservation Areas, which monitors *E. coli* levels in conjunction with the Thunder Bay District Health Unit. Additionally, cyanobacteria (blue-green algae) monitoring will continue in 2023. The confirmed presence of cyanobacteria (Microcystins) within the conservation areas in 2022, specifically Mission Island Marsh

and Hazelwood Lake, has warranted a second year of data collection. Continued testing will solidify LRCA’s understanding of cyanobacteria within selected Conservation Areas, while protecting visitors and their pets from Harmful Algal Blooms (HABS). Further, the study will contribute to a greater understanding of how cyanobacteria are influencing the Lakehead Watershed. Continued testing will involve the use of Eurofin’s Algal Toxin (Microcystins) Test Strip Kit for Recreational Water and continued Microscopy Work provided by Blue-Green Labs.

In 2023, staff will continue working on the mandatory Conservation Area Strategy (due December 31, 2024).

In 2021, pay stations were added to Mission Marsh and Cascades Conservation Areas in order to increase generated revenue. The first full year of having pay stations at Mission Marsh and Cascades Conservation Areas has resulted in a significant increase in revenue at the respective Conservation Areas. This increase in revenue is anticipated to continue in the years ahead. This has prompted the Authority to add a pay station at Silver Harbour Conservation Area in the 2023 budget in order to increase revenue generation at the Conservation Area.

Expenditures	\$290,828	
Annual	\$270,828	Staff wages
		Clothing allowance
		On-going maintenance
		Garbage removal
		Sanding/salting of parking areas
		Outhouse rentals
		Property Taxes
		Credit Card usage fees
One-Time	\$20,000	Pay Station installation at Silver Harbour Conservation Area
Transfer to Reserve		
Revenue	\$290,828	
Deferred	\$42,112	
Other		
Levy-All	\$170,876	
Self-Generated	\$77,840	Explorer Cards, Pay-Station, Coin Box Revenue
Prior Year Surplus		

CAPITAL

This fund is used for major maintenance and capital investment at the Conservation Areas. In 2021, KGS Group updated the LRCA’s Asset Management Plan (AMP), which assessed the current condition, annual maintenance and major repairs required to the Authority’s assets. LRCA staff have analyzed the AMP and prepared a long-term schedule of capital repairs, which has been used to provide a consistent and manageable annual levy. It was identified in the AMP that there are some major repairs required to ensure the integrity and safety at our Conservation Areas. In addition, other major capital requirements were identified to be completed in the near future to avoid conditions deteriorating.

Minor repairs as outlined in the AMP will occur in 2023, along with the installation of a new floating dock with kayak launch at Hazelwood Lake Conservation Area at the causeway lake access point. This new amenity will make it easier for the public to launch their boats. Additional funds have been allocated to the deferred Cascades parking lot/trail repaving project which was deferred in 2022 due to only one overpriced bid being received for the project. An application to NOHFC is also being prepared to seek additional funding for the project to potentially offset the project costs in 2023.

Expenditures	\$161,800	
Annual		
One-Time	\$141,800	Hurkett Pavilion Roof Repair (\$6,200)
		Hazelwood Garage Replace Soffit and Fascia (\$2,000)
		Little Trout Bay Pavilion repairs (\$2,500)
		Little Trout Bay Dock repairs (\$12,450)
		Hazelwood Lake Dock/Kayak Launch installation at causeway (\$10,700)
		Repairs (\$7,950)
		Cascades parking lot/trail (\$70,000)
Transfer to Reserve	\$20,000	Hazelwood Lake Dam Reserve (\$20,000)
Revenue	\$161,800	
Grants		
Other		
Levy-All	\$61,800	
Transfer from Reserve	\$100,000	

ADMINISTER SECTION 29 REGULATIONS IN CONSERVATION AREAS

Enforcement and compliance in Conservation Areas, related to Conservation Areas Regulations and Parking by-law enforcement in the City of Thunder Bay and Conservation Area Regulation enforcement in Conservation Areas.

Expenditures	\$9,827	
Annual	\$9,622	Staff wages
		Enforcement Supplies
One-Time		
Revenue	\$9,827	
Grants		
Other		
Levy-All	\$9,827	
Self-Generated		
Prior Year Surplus		

OTHER OWNED LAND

Operation and minor maintenance in other Conservation Authority owned land (i.e. forest management property, floodplain lands, etc.). In 2023, staff will work on completing the mandatory Land Inventory (due December 31, 2024).

The Authority owns and maintains one Forest Management property (William’s Forest) and has Forest Management Plans on 10 property holdings, which guide the management of the areas as well as reduce property taxes through the Managed Forest Tax Incentive Program (MFTIP) administered by MNRF.

The Forest Management Reserve is used for activities related to the forest management properties, including maintaining Forest Management Plans and for promoting greening activities. The Reserve is maintained from previous year’s revenue for future purchases of forest management properties and forest management related expenditures.

In 2023, some harvesting may be undertaken in William’s Forest subject to contractor availability and market conditions. Harvesting is planned in Wishart Conservation Area early in 2023.

Expenditures	\$45,956	
Annual	\$40,956	Wages (\$9,484)
		Property taxes (Williams, Wishart, Mills Block Forests), Office Building, other lands
		Routine Maintenance (\$6,000)

One-Time	\$5,000	Registered Professional Forester, Tree Seedlings for Wishart
Revenue	\$45,956	
Grants		
Other	\$1,000	
Levy-All	\$39,956	
Self-Generated	\$5,000	Wishart Harvesting Revenue
Prior Year Surplus		

OFFICE CAPITAL AND OPERATING

This fund is used for long-term capital repairs of the LRCA Administration Facility. In 2021, the Authority updated the Asset Management Plan (AMP) that provides guidance on the long-term maintenance and major capital repairs to maintain the integrity and safety of the building. The AMP was used to plan upgrades and repairs over the next five years. As a result, LRCA staff have completed a long-term plan for the timing of significant repairs, which is used to provide a consistent and manageable annual levy. This levy does not include any additional capital plans; it is only to maintain the building in its current condition.

Expenditures	\$55,000	
Annual	\$ 15,000	Maintenance of grounds, buildings, and equipment Emergency repairs as needed
One Time	\$40,000	Replace man door garage (\$2,500), Repoint and parging building (\$12,500), update domestic water pipes (\$12,500), exterior stairs/handrails/ramp, LED sign (\$2,000), backflow valve connection (\$10,500)
Revenue	\$55,000	
Grants		
Other		
Levy-All	\$35,000	
Transfer from Reserve	\$20,000	

Per the 2021 AMP, some of outstanding larger projects that are expected to be completed include:

- Short-Term (1-5 years):
 - Replace heating pumps
 - Air Conditioner units for Board and Multipurpose room
 - Exhaust Fans replaced
 - Plumbing – insulate piping throughout building
 - Repointing brick siding for damaged areas

- Replace foundation on front signage
- Plumbing fixtures
- Mid-Term (5-10 years):
 - Replace windows and parging
 - Hot water heater
 - Radiators and unit heater replacement
 - A/C and thermostat control replacement
 - Replace unit ventilators at end of life
 - Replace A/C heads and outdoor condensing units
 - Flooring
 - Major heating repairs (piping and boiler)
- Long-term (10-20 years):
 - Exterior doors and handrails
 - Eaves trough and downspouts
 - Parking lot replacement
 - Patio stone area
 - Shingles and roof repairs
 - Detached Garage Replacement
 - Refrigerant Piping for Cooling Units

3.2.3 SOURCE WATER PROTECTION

This category refers to programs and services related to the Authority's duties, functions and responsibilities as a Source Protection Authority under the *Clean Water Act, 2006*.

The Source Water Protection program commenced in 2005 with 100% funding provided from the MECP with the goal of completion of Source Protection Plans for municipal drinking water systems. Within the Lakehead Watershed, there are only two municipal drinking water systems: City of Thunder Bay Bare Point Water Treatment Plant and the Municipality of Oliver Paipoonge Rosslyn Village Drinking Water System.

The Lakehead Source Protection Plan was approved on January 16, 2013, with an effective date of October 1, 2013. The Source Protection Plan contains a series of policies developed by the Source Protection Committee in consultation with the local community to protect municipal drinking water sources from existing and future drinking water threats. The Plan describes the actions that must be taken by various implementing bodies to protect surface water and groundwater sources that supply municipal drinking water.

The affected municipalities are responsible to implement the Source Protection Plans and must adhere to the policies including providing annual reports to the Source Protection Authority (i.e. LRCA Board). The Source Protection Authority is then required to assess the municipal annual reports and report annually to the MECP.

The current Agreement, which provided funding for two years between the LRCA and MECP will expire on March 31, 2024. It provides funding for administration and 0.5 FTE salary and benefits. The Source Protection Authority (i.e. LRCA Board) is responsible for maintenance of the Source Protection Committee, submission of Annual Reports to MECP, maintenance and retention of data and files (i.e. 15-year retention requirement) related to this program, which began in 2005. There is an expectation by MECP that each Source Protection Authority maintain qualified staff to ensure that the Plan remains current.

Expenditures	\$58,974	
Annual	\$58,974	Staff wages (0.2 FTE Watershed Manager, 0.2 FTE Information Systems Coordinator, 0.1 FTE Administrative Assistant) Travel and per diem expenses to attend Chair's meetings Source Protection Committee (member per diems, room rental, agenda costs) Administration Fee
One-Time		
Revenue	\$58,974	
Grants	\$58,974	MECP Transfer Payment
Other		
Levy-All		
Prior Year Surplus		

3.2.4 OTHER PROGRAMS AND SERVICES

PROVINCIAL GROUNDWATER MONITORING NETWORK (PGMN)

The Authority in partnership with the MECP participates in the Provincial Groundwater Monitoring Program (PGMN) in which LRCA monitors eight groundwater monitoring wells. LRCA staff collect samples and submit them to the MECP laboratory for analysis. Laboratory costs and sample shipping costs are paid by the MECP. The data not only provides data for the LRCA area of jurisdiction, but it is also the only sampling completed in northern Ontario.

Expenditures	\$8,262	
Annual	\$8,262	Vehicle rental Wages Materials and equipment
One-Time		

Revenue	\$8,262	
Grants		
Other		
Levy-All	\$8,262	
Prior Year Surplus		

PROVINCIAL WATER QUALITY MONITORING NETWORK (PWQMN)

The Authority in partnership with the MECP participates in the Provincial Water Quality Monitoring Network (PWQMN) program, in which LRCA monitors six surface water locations. LRCA staff collect samples and submit them to the MECP laboratory for analysis. Laboratory costs and sample shipping costs are paid by the MECP. The data not only provides data for the LRCA area of jurisdiction, but it is also the only sampling completed in northern Ontario.

Expenditures	\$8,097	
Annual	\$8,097	Vehicle rental
		Wages
		Materials and equipment
One-Time		
Revenue	\$8,097	
Grants		
Other		
Levy-All	\$8,097	
Prior Year Surplus		

WATERSHED BASED RESOURCE MANAGEMENT STRATEGY

Prior to December 31, 2024, Conservation Authorities are mandated to develop a Watershed Based Resource Management Strategy. The Strategy will develop guiding principles and objectives that inform the design and delivery of programs and services the CA is required to provide; collate/compile existing resource management plans, watershed plans, studies and data; strategy development, implementation; and annual reporting. A review of programs and services provide for the purposes of compliance with the regulations and Section 21.1 of the *Conservation Authorities Act*. Also, it will develop a process for periodic review including procedures to engage/consult with stakeholders and the public. Strategy development must include a stakeholder and public consultation component and be made available to the public.

Developing guiding principles and objectives that inform the design and delivery of programs and services the CA is required to provide. Collate/compile existing resource management plans, watershed plans, studies and data. Strategy development, implementation and annual reporting. A review of programs and services provide for the purposes of compliance with the regulations

and Section 21.1 of the CA Act. Develop process for periodic review including procedures to engage/consult with stakeholders and the public. Strategy development must include a stakeholder and public consultation component. Make available to the public.

Expenditures	\$3,266	
Annual	\$3,266	Wages (Environmental Planner)
One-Time		
Revenue	3,266	
Grants		
Other		
Levy-All	\$3,266	
Prior Year Surplus		

3.3 CATEGORY 2: NON-MANDATORY PROGRAMS AT THE REQUEST OF A MUNICIPALITY

MAPPING SERVICE

The LRCA offers for a fee, a mapping service to our Member Municipalities who choose to participate. LRCA staff maintain the hardware and software required to provide a web-based mapping service that provides mapping capabilities to its users. Additionally, maps are created and updated, by request for a Member Municipality (i.e. Official Plan/Zoning By-Law Comprehensive Updates, etc.). Revenue from this service is used to maintain equipment and supplies related to GIS.

Expenditures	\$16,311	
Annual	\$16,311	Staff Wages
		Portion of ESRI License
		Plotter and computer expense
One-Time		
Revenue	\$16,311	
Grants		
Other	\$16,311	Oliver Paipoonge \$12,350, Dorion \$650, Lakehead Rural Planning Board \$3,000, other \$311
Levy-All		

3.4 CATEGORY 3: NON-MANDATORY PROGRAMS

3.4.1 EDUCATION

ENVIRONMENTAL EDUCATION

The Environmental Education program provides curriculum-based educational presentations and field trips to Conservation Areas and within school classrooms. The non-mandatory (i.e., not related to the risk of natural hazards) education program is operated with 100% other funding (no levy). The program covers a wide array of topics including watersheds, various natural heritage, and natural science topics such as birds, trees, aquatics invertebrates, and other topics, many of which are tied directly to Ontario Ministry of Education curriculum expectations. As a private landowner, the LRCA is uniquely positioned to provide meaningful, impactful outdoor education programming utilizing Conservation Areas as “living classrooms”. Watershed stewardship best practices and fostering a sense of wonder and appreciation for the natural world is the goal of the education program, as the best way to inspire people to care about the natural world and the environment is to give them meaningful educational and recreational experiences.

It is anticipated that normal fundraising efforts will be fully implemented in 2023 after having to cancel many fundraising events due to COVID-19. Staff will also continue to seek out other streams of revenue for this program.

Expenditures	\$38,831	
Annual	\$38,831	Education Coordinator position (39 weeks) Vehicle rental Educational expenses (guest speakers, supplies, safety items, etc.)
One-Time		
Revenue	\$38,831	
Grants	\$6,700	OPG Donation (\$6,700)
Self-Generated	\$32,131	Various fundraising (\$25,000), School Program Fees (\$5,131), Living Classroom Donations (\$2,000)
Levy-All		
Prior Year Surplus		

NATURE INTERPRETIVE PROGRAMMING

Event programming development and execution on LRCA owned. Programs/events within Conservation Areas vary year to year; however, the Dorion Bird Festival is held annually at Hurkett Cove Conservation Area.

Expenditures	\$61,607	
Annual	\$61,607	Staff Wages Hazelwood Lake Family Fun Day Fall Water Viewing Day Silver Harbour Day TD Programming Dorion Bird Festival
One-Time		
Revenue	\$61,607	
Grants	\$57,000	TD Friends of the Environment, (\$20,000), OPG (\$1,000), TC Energy (\$13,000) Enbridge (\$5,000), Dorion Bird Festival Ticket Sales (\$18,000)
Self-Generated		
Levy-All		
Prior Year Surplus	\$4,607	

3.4.2 STEWARDSHIP

The objective of the stewardship program is to promote and encourage landowners to become stewards of their own land. Programs enable private landowners to restore their riparian and shoreline lands; plant trees on private land; and facilitate stewardship projects on LRCA/municipally owned lands to implement restoration and naturalization of on-the-ground projects. Projects vary year to year depending on funding and need in the watershed. Stewardship projects are funded from various provincial and federal funding sources. No levy is used for the Stewardship Program.

SUPERIOR STEWARDS PROGRAM

In 2023, the Watershed Stewardship Technician will continue to implement the LRCA's Shoreline Protection Program (Superior Stewards), which focuses on rehabilitating shoreline and riparian zones on private property within the Thunder Bay Area of Concern. The program provides landowners with a shoreline assessment, educational materials, individualized planting plans, up to 100 plants, and planting implementation support. Planting native vegetation enhances shoreline and riparian zones, rehabilitates, and maintains healthy shoreline habitat, provides erosion protection, and improves water quality. The objective of the Superior Stewards program is to raise landowner awareness of riparian and shoreline stewardship principles and implement restoration and naturalization of on-the-ground projects. The restoration projects range from

terrestrial/aquatic plantings, invasive plant species removal, green infrastructure techniques, species-at-risk habitat enhancement/protection, general habitat enhancement, and/or pollinator habitat creation.

Expenditures	\$40,000	
Annual	\$40,000	Staff Wages \$18,042 Materials \$21,958
One-Time		
Revenue	\$ 40,000	
Grants	\$40,000	MNRF Transfer Payment – Wetland and Shoreline Protection within the Thunder Bay AOC
Other		
Levy-All		
Prior Year Surplus		

TREE SEEDLING PROGRAM

In partnership with Hill’s Greenhouse, the LRCA administers a Tree Seedling Program, which provides the opportunity for the public to purchase locally grown tree seedlings to plant in the watershed. As of 2021, over 151,000 trees have been accessed through the program. Wages for this program are funded by past generated revenue from harvesting on LRCA owned land. This program’s goal is to achieve a no net loss of trees in the overall watershed by providing trees to plant to the public to offset any harvesting on LRCA owned land.

Expenditures	\$9,629	
Annual	\$9,629	Staff wages Purchase Tree Seedlings (\$6,000)
Revenue	\$9,629	
Grants		
Self-Generated	\$6,000	Tree Seedling Sales
Levy-All		
Reserve	\$3,629	Forest Management Reserve

PRIVATE LAND STEWARDSHIP

In order to promote stewardship on LRCA/municipally owned lands, staff apply for funding for a variety of projects annually. The following restoration projects are planned in 2023:

- In partnership with the City of Thunder Bay, the Coastal Wetland Rehabilitation Project at Fisherman’s Park West involves the development and implementation of a new coastal wetland in the southern area of the park along the shoreline of Lake Superior. The goal of the project is to enhance aquatic habitat within the existing coastal wetland.
- In partnership with the City of Thunder Bay, the Riparian Habitat Restoration Project at the Mountdale Boat Launch will be continued in 2023. The project aims to restore the riparian habitat along the Kaministiquia River by eradicating invasive and planting native species and implementing green infrastructure to reduce impacts from stormwater runoff and bank erosion.
- The Floodway Corridor Wildlife Habitat Restoration Project will be continued in 2023 and involves the remediation of three sites on LRCA owned lands along the Neebing-McIntyre Floodway corridor. The project aims to enhance riparian habitat by planting native vegetation and managing invasive species through volunteer clean-up and planting events.
- In partnership with the City of Thunder Bay, the Boulevard Lake Naturalization Project is a three-year project that involves introducing an expanded vegetated buffer zone along the Boulevard Lake shoreline at the new playground, as well as incorporating low impact development techniques. The project will include youth and community education opportunities related to the importance of fresh water.

Expenditures	\$108,595	
Annual	\$108,595	Staff Wages \$31,505 Materials \$77,090
One-Time		
Revenue	\$108,595	
Grants	\$31,900	Coastal Wetland Rehabilitation at Fisherman’s Park West
	\$12,995	ECCC Great Lakes Protection Initiative – Riparian Habitat Restoration at Mountdale Boat Launch
	\$31,700	ECCC Great Lakes Protection Initiative – Floodway Corridor Wildlife Habitat Restoration
	\$32,000	Boulevard Lake Naturalization Project
Levy-All		
Prior Year Surplus		

3.4.3 GREEN INFRASTRUCTURE RESEARCH PROJECT

As part of a multi-year research project, the LRCA is partnering with Lakehead University and the University of Minnesota to support Brant Muir, a prospective PhD student, with a paid internship partly funded through the Mitac’s Accelerate Program and funding from the RBC Foundation. His research proposal and PhD study focuses on green infrastructure facilities and practices (GI) that captures, filters, and reduces stormwater runoff within the McVicar Creek watershed. Brant will work terms in the summers of 2022 to 2025 and completed the initial research work of collecting water quality baseline data prior to the GI installations that are planned by the City of Thunder Bay (i.e., nine GI facilities are planned in 2022-23). Brant’s research internship project for his PhD will be expanded with an overarching goal to determine how green infrastructure reduces peak runoff and improves water quality by comparing pre and post GI construction facility water quality sampling results and water quantity data with stormwater management modeling simulated results (PC SWMM).

Expenditures	\$10,000	
Annual	\$10,000	Mitac contribution
One-Time		
Revenue	\$10,000	
Grants		
Other	\$10,000	RBC Foundation
Levy-All		
Prior Year Surplus		

4 RESERVE APPROPRIATIONS

The Authority’s Reserve Policy sets goals for the Board Designated Reserves and the terms and conditions for their use. As outlined in the Policy, planned appropriations to and from reserves will be outlined in the Budget Document annually, and will be approved through the budget approval process.

Unplanned appropriations to and from reserves throughout the year will require Board approval, unless they meet the terms outlined in the Reserve Policy.

Reserve shortfalls from the determined “Target Reserve Level” as outlined in the Policy will be outlined in the Budget Document, and if warranted, appropriations to a reserve will be proposed to achieve the Target Reserve Level.

4.1 PERCENTAGE OF TARGET RESERVE LIMIT REACHED

The Reserve Policy indicates that if any reserve category is less than 50% of the targeted reserve, the Board of Directors, in the absence of any extraordinary circumstances, should consider adopting an annual budget that includes a projected surplus sufficient to rebuild the reserve category over a defined period to its targeted reserve level.

Reserve	Reserve Level as of December 31, 2022	Reserve Limit	Target Reserve Level	% of Target Reserve Level
Operating Capital	\$1,213,249	\$1,100,000	\$1,100,000	110
Administrative Facility - Maintenance	\$546,671		Adequate funds available to complete annual regular maintenance, emergency repairs and major maintenance per the AMP	
Administrative Facility - New Facility	\$32,310		Adequate funds available to construct a new Administration Facility	
Vehicle and Equipment	\$39,844	\$125,000	Adequate funds available to purchase required vehicles and equipment	
Insurance Deductible	\$30,000		\$30,000	100
Legal Fees	\$120,839		\$100,000	121
Conservation Area Major Maintenance Capital	\$491,819		As forecasted in Asset Management Plan	
Hazelwood Lake Dam	\$20,000		\$250,000	8
Forest Management	\$140,672			
Land Acquisition	\$251,296			

4.2 2023 PLANNED APPROPRIATIONS TO AND FROM RESERVES

Reserve	Appropriations to Reserve	Appropriations from Reserves
Operating Capital		
Administrative Facility - Maintenance		\$20,000
Administrative Facility - New Facility		
Vehicle and Equipment	\$9,300	\$15,542
Insurance Deductible		
Legal Fees		
Conservation Area Major Maintenance Capital		\$100,000
Hazelwood Lake Dam	\$20,000	
Forest Management		\$3,629
Land Acquisition		

5 CONCLUSION

The 2023 Budget document details the LRCA's capital and operating plans for the upcoming year. It is the opinion of staff that the current budget is reflective of the Authority's short-term goals and the long-term requirements.

6 RECOMMENDATIONS

Suggested Resolutions:

Recorded Weighted Vote:

“THAT: the Lakehead Region Conservation Authority adopts the non-matching levy of \$1,642,922 AND FURTHER THAT all member municipalities are designated as benefitting and pay \$926,425 AND FURTHER THAT the City of Thunder Bay is designated as the sole-benefitting municipality for maintaining floodplain mapping, Neebing-McIntyre Floodway and Kaministiquia River erosion pays \$716,497 AND FURTHER THAT each member municipality is to be advised of their apportionment of the non-matching levy.”

Majority Vote:

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

“THAT: in 2023 the following will be appropriated from the following reserves: Administrative Office Maintenance \$20,000; Vehicle and Equipment Reserve \$15,542; Conservation Area Major Maintenance Capital Reserve \$100,000; and Forest Management Reserve \$3,629.”

“THAT: the Lakehead Region Conservation Authority adopts the 2023 Budget Document, Version 3.0 for a total budget of \$2,892,484. “

APPENDIX A: 2023 BUDGET

Figure 3: 2023 Budget Summary

Lakehead Region Conservation Authority 2023 Draft Budget Version 2.0									
Program	Annual Cost		Source of Funding						Total Cost 2023
	Levy-All	Sole-Benefiting Levy City of Thunder Bay	Provincial Funding	Federal Funding	Other	Self Generated	Surplus/ Deferred	Reserve	
Category 1 Mandatory Programs and Services									
Corporate Services									
Administration	333,493	-	150,940	-	-	111,788	41,250	-	637,471
Community Relations	101,771	-	-	-	700	6,000	-	-	108,471
Vehicle and Equipment Program	-	-	-	-	-	36,000	-	15,542	51,542
IT	44,177	-	-	-	-	-	-	-	44,177
Corporate GIS	26,298	-	-	-	-	-	-	-	26,298
	505,739	-	150,940	-	700	153,788	41,250	15,542	867,959
Risk of Natural Hazards									
Flood Plain Mapping	-	46,346	-	-	-	-	-	-	46,346
Technical Studies	2,216	-	-	-	-	-	-	-	2,216
Communications and Outreach	15,645	-	-	-	-	-	-	-	15,645
Flood Forecasting and Warning	46,730	-	-	-	-	-	-	-	46,730
Drought and Low Water Response	4,023	-	-	-	-	-	-	-	4,023
Ice Management	4,023	-	-	-	-	-	-	-	4,023
Ice Management Plan	4,023	-	-	-	-	-	-	-	4,023
Infrastructure: Neebing-McIntyre Floodway	-	606,152	75,000	-	500	-	-	-	681,652
Infrastructure: Victor Street Erosion	-	63,999	-	-	-	-	-	-	63,999
Review of Proposals under Act	2,842	-	-	-	-	-	-	-	2,842
Plan Review Comments	47,310	-	-	5,283	-	35,500	-	-	88,093
Administering and Enforcing the Act (Section 28)	107,667	-	-	5,283	-	25,000	-	-	137,950
Risk of Natural Hazards	234,479	716,497	75,000	10,567	500	60,500	-	-	1,097,542
Conservation and Management of Lands owned and controlled by the Authority									
Conservation Areas	170,876	-	-	-	-	77,840	42,112	-	290,828
Conservation Areas Capital	61,800	-	-	-	-	-	-	100,000	161,800
Administer Section 29 Regulations	9,827	-	-	-	-	-	-	-	9,827
Other Owned Land	74,956	-	-	-	1,000.00	5,000.00	-	20,000	100,956
	317,459	-	-	-	1,000	82,840	42,112	120,000	563,411
Source Water Protection									
Source Water Protection	-	-	58,974	-	-	-	-	-	58,974
	-	-	58,974	-	-	-	-	-	58,974
Other Programs and Services									
Watershed Resource Management Strategy	3,266	-	-	-	-	-	-	-	3,266
Provincial Groundwater Monitoring Network (PGMN)	8,262	-	-	-	-	-	-	-	8,262
Provincial Water Quality Monitoring Network (PWQMN)	8,097	-	-	-	-	-	-	-	8,097
	19,625	-	-	-	-	-	-	-	19,625
Total Category 1	1,077,302	716,497	284,914	10,567	2,200	297,128	83,362	135,542	2,607,511
Category 2 Non-Mandatory Programs and Services at the request of a Municipality									
Mapping Services	-	-	-	-	-	16,311	-	-	16,311
Natural Heritage Planning Services	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	16,311	-	-	16,311
Total Category 2	-	-	-	-	-	16,311	-	-	16,311
Category 3 Non-Mandatory Programs and Services									
Education									
Environmental Education	-	-	-	-	6,700	32,131	-	-	38,831
Nature Interpretive Programming	-	-	-	-	-	57,000	4,607	-	61,607
	-	-	-	-	6,700	89,131	4,607	-	100,438
Stewardship									
Superior Stewards Program	-	-	40,000	-	-	-	-	-	40,000
Tree Seedling Program	-	-	-	-	-	6,000	-	3,629	9,629
Mountdale Boat Launch	-	-	12,995	-	-	-	-	-	12,995
Floodway Corridor Wildlife Habitat	-	-	-	31,700	-	-	-	-	31,700
Waterfront Shoreline Restoration (potential ECCC funding)	-	-	-	15,500	-	-	-	-	15,500
Fisherman's Phase II (potential ECCC funding)	-	-	-	16,400	-	-	-	-	16,400
Boulevard Lake Naturalization	-	-	-	32,000	-	-	-	-	32,000
	-	-	52,995	95,600	-	6,000	-	3,629	158,224
Environmental Research									
Environmental Research	-	-	-	-	10,000	-	-	-	10,000
	-	-	-	-	10,000	-	-	-	10,000
Total Category 3	-	-	52,995	95,600	16,700	95,131	4,607	3,629	268,662
Total	1,077,302	716,497	337,909	106,167	18,900	408,570	87,969	139,171	2,892,484

FIGURE 4: LEVY ALL COMPARISON FOR THE PERIOD OF 2018-2023

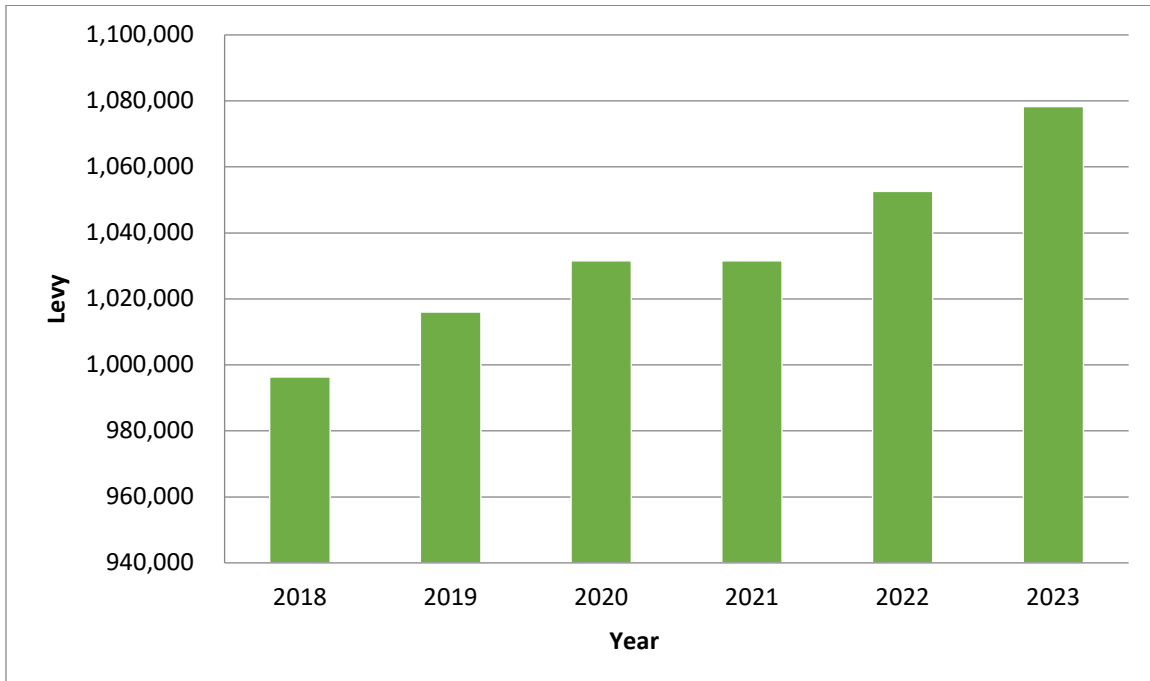


Figure 4 compares the levy-all fluctuations for the period of 2018-2023. In 2019, the long-standing Section 39 transfer payment was reduced from \$292,380 to \$150,940, which required a mid-year adjustment to the budget and also affected all future budgets. As a result of financial pressures on our Member Municipalities and the effects of COVID-19, 0% levy-all increases were implemented in 2020 and 2021.

Minimal to no increases are feasible in the short term but are not realistic for the long-term operation of the Authority. The 2023 budget requires a 2.35% increase in order to maintain its current level of service, which is consistent with cost-of-living increases.

APPENDIX B: LEVY COST COMPARISON

FIGURE 5: 2023 COMPARED TO 2022 BUDGET LEVY- ALL COMPARISON

MUNICIPALITY	2023 CVA %	TOTAL LEVY 2023	LEVY 2022	Change	% Change
Thunder Bay	85.88%	925,238	904,875	20,363	2.25%
Conmee	0.439%	4,726	4,605	121	2.63%
Dorion	0.286%	3,076	3,097	-21	-0.68%
Gillies	0.250%	2,690	2,613	77	2.95%
Neebing	2.258%	24,323	23,509	814	3.46%
O'Connor	0.471%	5,078	4,914	164	3.34%
Oliver Paipoonge	5.496%	59,212	57,478	1,734	3.02%
Shuniah	4.916%	52,959	51,522	1,437	2.79%
TOTAL	100.00%	1,077,302	1,052,613	24,689	2.35%

The City of Thunder Bay total levy payable will also include their sole-benefitting levy.

The following table summarizes the annual levy cost per household, per resident and cost per \$100,000 of assessed value of property. It is noted that the resident numbers represent permanent residents and does not factor in seasonal residents.

Figure 6: Levy Cost

Municipality	Levy All 2023	Number of Households (2016)	Cost Per Household	Number of Resident	Cost per Resident	Current Value Assessment \$ (2023)	Cost per \$100,000
***Thunder Bay	\$1,641,736	57,146	\$28.73	121,621	\$13.50	14,148,855,269	\$11.60
Conmee	\$4,726	327	\$14.45	816	\$5.79	72,279,070	\$6.54
Dorion	\$3,076	128	\$24.03	316	\$9.73	47,524,000	\$6.47
Gillies	\$2,690	201	\$13.38	474	\$5.68	41,138,785	\$6.54
Neebing	\$24,323	1,166	\$20.86	2,055	\$11.84	371,959,871	\$6.54
O'Connor	\$5,078	272	\$18.67	663	\$7.66	77,667,095	\$6.54
Oliver Paipoonge	\$59,211	2,289	\$25.87	5,922	\$10.00	905,494,420	\$6.54
Shuniah	\$52,959	2,130	\$24.86	2,798	\$18.93	809,877,315	\$6.54

***City of Thunder Bay Includes Sole Benefitting Levy

16,474,795,825

APPENDIX C: PASSED RESOLUTIONS



LAKEHEAD REGION
CONSERVATION AUTHORITY

February 22, 2023

Moved By _____

Seconded By _____

“THAT: *having examined the accounts for the period January 1, 2023 to January 31, 2023 cheque #2783 to #2809 for \$28,164.55 and preauthorized payments of \$129,386.36 for a total of \$157,550.91, we approve their payment.”*

Bank Draft	Kevin Brothers	Property Sale Legal Fees	2,287.61
Bank Draft	RBC	Service Fees re Bank Draft	9.95
2783	Credit Valley Conservation Authority	Retention Fees	1,180.00
2784	Gail Willis	Glasses reimbursement	400.00
2785	Michelle Sixsmith	Mileage	81.25
2786	Central Carwash	Fuel December	945.90
2787	Ryan Mackett	Mileage	74.66
2788	Conservation Ontario	Levy 2023 1st Installment	10,389.00
2789	Grant Thornton LLP	Cloud Accounting QBC and Payworks	1,209.10
2790	Innovated Solutions	Cloud Backup	178.54
2791	Superior Outdoors Inc. The Walleye	1/4 page ad Walleye	175.15
2792	Thunder Bay Answering Service Inc.	Answering Service December	239.56
2793	Lowery's	Office Supplies	372.67
2794	Premier Printing Ltd.	Strategic Plan Booklets	484.77
2795	Thunder Bay Broom & Chemicals	Janitorial Supplies	198.60
2796-2797	Void		0.00
2798	GFL Environmental	Porta Unit Rental Mission Marsh	997.51
2799	Allied Air Systems	Boiler Repairs	170.13
2800	Grant Thornton LLP	Quick Books and Payworks Training	906.83
2801	Hatch Ltd.	Diversion Channel December 30	915.64
2802	McKitricks	Conservation Act review	118.65
2803	Michelle Willows	Criminal Reference Check	67.80
2804	Pioneer Construction	Salt/Sanding	128.81
2805	Upper Thames River CA	WISKI Hub 2023 Membership dues	3,500.00
2806	Conservation Ontario	On Board software	1,785.00
2807	Municipality Of Shuniah	Taxes	831.44
2808	Lowery's	Office Supplies	299.04
2809	Thunder Bay Broom & Chemicals	Janitorial Supplies	216.94
			<u>28,164.55</u>
PA	Payroll and Per Diems		103,520.53
PA	Royal Bank Group Retirement RRSP and TFSA		3,182.10
PA	RWAM and Lifeworks Benefits		2,246.90
PA	Enbridge		1,249.84
PA	Synergy North		541.94
PA	Visa Routine Monthly Expenses		17,376.10
PA	Banking and Visa Fees		982.05
PA	Postage		-
PA	Photocopier Lease		286.90
			<u>129,386.36</u>
			<u>157,550.91</u>

Chair

Res# _____/23

Monthly Plan Input/Review and Fill Regulations Administration
January 1 to 31, 2023

Municipality	Minor Variance (A)	Consent (B)	Official Plan	Official Plan Comprehensive Review	Zoning By-Law (Z)	Subdivisions	Clearances	Reality Services	Lawyer Inquiries	Letter of Opinion (Other)	Total
City of Thunder Bay									1300 Montreal Street		
									555 Arthur Street West		
									2001 Neebing Ave		
									1935 Neebing Ave		
									PIN 62258-0024		
									1271 Broadway Ave		
									1475 Highway 61		
									1735 City Road		
									1170 Chippewa Road		
									PIN 62253-0066		
								1260 Chippewa Road			
								1380 Chippewa Road			
Total	0	0	0	0	0	0	0	0	12	0	12
Oliver Paipoonge		1B/01/23							418 McCluskey Drive		
Total	0	1	0	0	0	0	0	0	1	0	2
O'Connor											
Total	0	0	0	0	0	0	0	0	0	0	0
Neebing									88 Cloud River Road West		
Total	0	0	0	0	0	0	0	0	1	0	1
Shuniah											
Total	0	0	0	0	0	0	0	0	0	0	0
Conmee											
Total	0	0	0	0	0	0	0	0	0	0	0
Gillies											
Total	0	0	0	0	0	0	0	0	0	0	0
Dorion		B23-22									
		B24-22									
Total	0	2	0	0	0	0	0	0	0	0	2
Rural Planning Board											
Total	0	0	0	0	0	0	0	0	0	0	0
Monthly Total	0	3	0	0	0	0	0	0	14	0	17

Monthly Plan Input/Review and Fill Regulations Administration
February 1 to 14, 2023

Municipality	Minor Variance (A)	Consent (B)	Official Plan	Official Plan Comprehensive Review	Zoning By-Law (Z)	Subdivisions	Clearances	Reality Services	Lawyer Inquiries	Letter of Opinion (Other)	Total
City of Thunder Bay											
Total	0	0	0	0	0	0	0	0	0	0	0
Oliver Paipoonge											
Total	0	0	0	0	0	0	0	0	0	0	0
O'Connor											
Total	0	0	0	0	0	0	0	0	0	0	0
Neebing		B02-2023 B01-2023									
Total	0	2	0	0	0	0	0	0	0	0	2
Shuniah											
Total	0	0	0	0	0	0	0	0	0	0	0
Conmee											
Total	0	0	0	0	0	0	0	0	0	0	0
Gillies											
Total	0	0	0	0	0	0	0	0	0	0	0
Dorion											
Total	0	0	0	0	0	0	0	0	0	0	0
Rural Planning Board											
Total	0	0	0	0	0	0	0	0	0	0	0
Monthly Total	0	2	0	0	0	0	0	0	0	0	2



Monthly Project Update

MEETING DATE	February 22, 2023
STAFF NAME	Ryan Mackett
POSITION	Communications Manager

2023 Conservation Dinner & Auction

The 2023 Conservation Dinner & Auction was held on Friday, February 10, 2023, at The Da Vinci Centre. In spite of lower ticket sales, the event was considered by staff and Foundation Members to have been a success; positive feedback from attendees has also been received. Staff and Foundation Members will be discussing the future of this event at the February 27 LCF AGM. Further updates will be provided to the Board.

At the time of writing, staff have not received the invoice from The Da Vinci Centre, however the total amount of revenue from the silent auction, live auction, and cash donations is \$16,285.00. A final update after expenses and ticket sales revenue will be provided verbally at the meeting if available.

Tree Seedling Program

The 2023 Tree Seedling Program has been cancelled at the request of the program partner, Kevin Van Duyn of Hill’s Greenhouses. Due to staffing shortages and other considerations, Kevin does not have a stock of seedlings to provide for this year. He has indicated however that he will be ready to go for the 2024 program.

Additionally, Kevin has indicated that the amount owing to him from the 2022 program is to be treated as a donation towards the LRCA’s environmental education program. As the LRCA collected money from the public on Kevin’s behalf during the 2022 program, Kevin’s contribution to the program is in the amount of approximately \$4,560.00. A charitable tax receipt has been issued.

CLE Spring Home & Garden Show

The CLE Spring Home & Garden Show will be returning this year after having been cancelled for the past few years due to the pandemic. The LRCA has historically participated at this event; this year’s focus for the LRCA display will be the Superior Steward Program, native plants, invasive species, as well as the sale of Explore Cards, t-shirts, etc.

Board Members are encouraged to volunteer to attend this event and help out at the LRCA booth, as it is an excellent opportunity to mingle and network with the public, as well as get to know staff. Attached is the volunteer schedule with times outlined for potential Board volunteer shifts.

For your information the event will be running on Friday, March 31 from 4:00 p.m. – 9:00 p.m., Saturday, April 1 from 10:00 a.m. – 6:00 p.m., and Sunday, April 2 from 11:00 a.m. – 4:00 p.m. Shifts are approximately 1.5 hours. Please speak with Ryan Mackett, Communications Manager, if you are interested in working any of the proposed volunteer shifts that weekend.

The booth is located in the HERITAGE BUILDING, Booth 7

Black = Staff
Red = Board Member

SCHEDULE FOR STAFFING OF DISPLAY

2023 Spring Home & Garden Show – March 31, April 1, April 2
 Heritage Building; Booth 7 (CLE Grounds)

FRIDAY, March 31 (4:00 p.m. - 9:00 p.m.) [5 Hours]		SATURDAY, APRIL 1 (10:00 a.m. - 6:00 p.m.) [8 Hours]		SUNDAY, APRIL 2 (11:00 a.m. - 4:00 p.m.) [5 Hours]	
9:00 a.m. Set up by: LRCA: Ryan Mackett LRCA: Ryne Gilliam <u>*Setup must be completed by noon*</u>		10:00 a.m. - 12:00 noon	LRCA: Ryan Mackett LRCA: BM:	11:00 a.m. - 1:30 p.m.	LRCA: Ryan Mackett LRCA: BM:
		12:00 noon - 2:00 p.m.	LRCA: Ryan Mackett LRCA: BM:	1:30 p.m. - 4:00 p.m.	LRCA: Ryan Mackett LRCA: BM:
4:00 p.m. to 6:30 p.m.	LRCA: Tammy Cook LRCA: Ryan Mackett BM:	2:00 p.m. - 4:00 p.m.	LRCA: Ryan Mackett LRCA: BM:	Take Down by: LRCA: Ryan Mackett LRCA:	
6:30 p.m. to 9:00 p.m.	LRCA: Tammy Cook LRCA: Ryan Mackett BM:	4:00 p.m. - 6:00 p.m.	LRCA: Ryan Mackett LRCA: BM:		



Monthly Project Update

MEETING DATE	February 22, 2023
STAFF NAME	Ryne Gilliam
POSITION	Lands Manager

Wishart Conservation Area Forest Harvesting

Harvesting within Block 9 of Wishart Conservation Area has completed. The Conservation Area was reopened to the public on February 6, 2023. All identified over mature danger trees were removed near the trail system. The Selective Harvesting approach proved beneficial as strips of younger trees were left uncut to better facilitate to overall age of the forest during regrowth. Many habitat trees were left standing to accommodate the diverse bird population within the forest. All harvesting was overseen by a Registered Professional Forester. A complete total of harvested volumes and revenue will be forthcoming.



Photo 1. Selective Harvesting Method, photo taken from drone.



Photo 2. From cut line towards staging area, ground view.



Photo 3. Example of remaining habitat trees.



Monthly Project Update

MEETING DATE	February 22, 2023
STAFF NAME	Vacant
POSITION	Watershed Manager

Watershed Manager Position

Staff conducted interviews for the position of Watershed Manager the first week of February. Melissa Hughson has been hired as the Watershed Manager with a start date of February 27, 2023.

Snow Surveys

Staff conduct snow surveys on a bimonthly basis on the 1st and 15th of the month between November and May of each year. There are three historical snow survey locations which are located at Hazelwood Lake Conservation Area (Current River), Madeline Street (McVicar Creek), and Vibert Road (Pennock Creek). Snow depth and weight (water content) are collected and forwarded to the MNRF’s Surface Water Monitoring Centre as part of the Flood Forecasting Program.

The February 15, 2023, snow surveys indicate that the snow survey locations were near or slightly above average for snow depth and water content, when compared to the historical averages for February 15. The snow depth results were: McVicar Creek – 39.7 centimetres (cm) (99% of average), Pennock Creek – 44.9 cm (8% above average), and Current River – 56.7 cm (4% above average). The water content results were also above average for all three snow courses, with an equivalent water content ranging from 108 mm at McVicar Creek, 104 millimetres (mm) at Pennock Creek and 137 mm at Hazelwood (Current River). The next snow survey measurements will be taken on March 1, 2023.

Thunder Bay Regional Phragmites Collaboration (2023-2033)

The LRCA was successful in securing \$7,000.00 in funding from the Invasive Species Centre to begin to develop a strategic framework to tackle invasive Phragmites in Thunder Bay and surrounding areas.

The first two phases of the Thunder Bay Regional Phragmites Collaboration (RPC) aim to identify and connect all interested community groups, stakeholders and individuals. The formation of a Thunder Bay Invasive Phragmites Working Group will establish the foundation needed for continued collaboration, and combine resources, knowledge, and enthusiasm to effectively

manage invasive Phragmites in the region. Staff have reached out to various stakeholders, and Member Municipalities for contact information for their weed inspectors, who have been invited to join the working group. The first meeting is tentatively scheduled for March 2023. Additional phases of the project will be subject to future funding agreements.

In 2022, funding was obtained from the Invasive Species Centre to map the distribution of invasive Phragmites and Common Reed in the district of Thunder Bay. The project involved driving the area to find stands and then DNA testing to confirm or deny if the Phragmites was native or invasive. Of the 51 mapped stands, 12 were confirmed to be invasive. In August the LRCA partnered with MNRF to treat two locations (five stands) with a chemical herbicide, which were in close proximity to the Neebing-McIntyre Floodway (Manitoulin Transport and Keefer Terminal). The remaining seven stands are currently smaller in size and may be treated in the future, funds and landowner permission permitting.

LRCA Board Training Schedule – 2023

Date	Board Member Reference Manual Section	Topic
January 26, 2023	All	Provide Board Reference Binder to new Members
February 22, 2023	1.	Organization <ul style="list-style-type: none"> • Organization Chart • Directory • Meeting Schedule • Calendar of Events • Annual Report • Strategic Plan • Conservation Ontario • Summary of Fees • Budget • Inventory of Programs • Transition Plan • Insurance
	2.	By-Laws <ul style="list-style-type: none"> • Administrative By-Law • Indemnification By-Law
	3.	Board of Director Policies <ul style="list-style-type: none"> • BOD-01: Conduct of Media at Board Meetings • BOD-02: Conduct of Public at Board Meetings • BOD-03: Deputation Policy • BOD-06: Remuneration of Board Members
		Formation of Conservation Authorities
	4.	<i>Conservation Authorities Act</i>
March 29, 2023	3.	Finance Policies <ul style="list-style-type: none"> • FIN-01: Tangible Capital Assets • FIN-02: Investment of Authority Funds • FIN-04: Reserve Policy • FIN-05: Corporate Services • FIN-06: Purchasing Policy • FIN-08: Fee Policy
	7.	Flood Forecasting and Warning
	9.	Source Water Protection
April 26, 2023	5.	Development Regulations <ul style="list-style-type: none"> • O. Reg. 180/06 • Rules of Procedure for Permit Review and Approval • BOD-04: Hearing Procedures • Hearing Guidelines
	6.	Plan Input and Review <ul style="list-style-type: none"> • Policies and Procedures for CA Plan Review and Permitting
May 31, 2023	8.	Land Management <ul style="list-style-type: none"> • Conservation Areas

Date	Board Member Reference Manual Section	Topic
		<ul style="list-style-type: none"> • Conservation Area Regulation • Forest Management
June 21, 2023	10.	Other Programs <ul style="list-style-type: none"> • Provincial Groundwater Monitoring Network • Provincial Water Quality Monitoring Network • Environmental Education • Stewardship

Revision Date: February 15, 2023