



**June LRCA Board Meeting**  
 Lakehead Region Conservation Authority  
 130 Conservation Road/Microsoft Teams  
 Jun 21, 2023 4:30 PM - 6:30 PM EDT

**Table of Contents**

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

THAT: the Agenda be adopted as published.

**3. DISCLOSURE OF INTEREST**

**4. MINUTES OF PREVIOUS MEETING.....3**

THAT: the Minutes of the Lakehead Region Conservation Authority Fifth Regular Meeting held on May 31, 2023 be adopted as published.

05-31-23 Minutes.pdf.....3

**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 May 31, 2023 meeting be adopted as published.

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

None.

**7. CORRESPONDENCE**

None.

**8. STAFF REPORTS**

**8.1. Neebing-McIntyre Floodway 2023 Integrity Study.....8**

THAT : the proposal submitted by KGS Group for technical services for the Neebing-McIntyre Floodway Integrity Evaluation Study dated June 13, 2023 is accepted for a fixed fee cost of \$173,066.95, not including HST.

NMFC-02-2023 - Neebing-McIntyre Floodway Integrity Study Summary.pdf.....8

**9. CHIEF ADMINISTRATIVE OFFICER'S REPORT**

**9.1. Monthly Treasurer's Report.....14**

Monthly Financial Report May.pdf.....14

**9.2. Conservation Authorities Act - Progress Report #5.....15**

THAT: Staff Report CORP-08-2023: Conservation Authorities Act Progress Report #5 be received AND FURTHER THAT Progress Report #5 be approved AND FURTHER THAT the report be forwarded to the Ministry of Natural Resources and Forestry.

CORP-08-2023, Conservation Authorities Act Progress Report #5.pdf.....15

**9.3. Preliminary 2024 Budget - Levy Review.....23**

For discussion.

FIN-10-2023 Preliminary 2024 Budget Levy Review.pdf.....23

**10. PASSING OF ACCOUNTS.....39**

THAT: having examined the accounts for the period May 1, 2023 to May 31, 2023 cheque #2897 to #2919 for \$55,231.29 and preauthorized payments of \$6,130,913.73 for a total of \$6,186,145.02, we approve their payment.

Passing of Accounts May.pdf.....39

**11. REGULATORY ROLE**

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

**11.1. Plan Review Commenting Summary.....40**

Plan Input and Review Yearly Summary May and June 2023.pdf.....40

**11.2. Section 28 Permit Summary.....42**

June 2023 Permit Tracking Summary.pdf.....42

**12. PROJECTS UPDATE**

**12.1. Communications Manager Projects Update.....43**

Communications Manager June 2023 Agenda Project Update.pdf.....43

**12.2. Lands Manager Projects Update**

None.

**12.3. Watershed Manager Projects Update.....44**

Watershed Manager June 2023 Agenda Project Update.pdf.....44

**13. NEW BUSINESS**

**14. NEXT MEETING**

The next meeting will be held on August 30, 2023 at 4:30 p.m.

**15. Board Training**

Board training will be provided on the Provincial Groundwater Monitoring Program (PGMN), Provincial Water Quality Monitoring Program (PWQMN) and Education Program.

**16. ADJOURNMENT**

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



## May LRCA Board Meeting Minutes

May 31, 2023 at 4:30 PM

130 Conservation Road/Microsoft Teams

### Members Present:

Albert Aiello, Grant Arnold, Donna Blunt, Rudy Buitenhuis, Greg Johnsen, Brian Kurikka, Trevor Giertuga, Jim Vezina

### Absent:

Robert Beatty  
Dan Calvert  
Sheelagh Hendrick

### Also Present:

Tammy Cook, Chief Administrative Officer  
Ryne Gilliam, Lands Manager  
Ryan Mackett, Communications Manager  
Melissa Hughson, Watershed Manager  
Mark Ambrose, Finance Manager  
Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes

### 1. CALL TO ORDER

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

### 2. ADOPTION OF AGENDA

*THAT: the Agenda be adopted as published.*

### Motion: #59/23

Motion moved by Albert Aiello and motion seconded by Trevor Giertuga. **CARRIED.**

### 3. DISCLOSURE OF INTEREST

None.

#### 4. MINUTES OF PREVIOUS MEETING

*THAT: the Minutes of the Lakehead Region Conservation Authority Fourth Regular Meeting held on Wednesday, April 20, 2023 be adopted as published.*

**Motion: #60/23**

Motion moved by Trevor Giertuga and motion seconded by Albert Aiello. **CARRIED.**

#### 5. IN-CAMERA AGENDA

*THAT: we now go into Committee of the Whole (in-Camera) at 4:31 p.m.*

**Motion: #61/23**

Motion moved by Rudy Buitenhuis and motion seconded by Brian Kurrika. **CARRIED.**

*THAT: we go into Open Meeting at 5:07 p.m.*

**Motion: #62/23**

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

*THAT: the In-Camera Minutes of the Lakehead Region Conservation Authority February 22, 2023 meeting be adopted as published.*

**Motion: #63/23**

Motion moved by Grant Arnold and motion seconded by Brian Kurrika. **CARRIED.**

*THAT: the Staff Report FIN-9-2023 be received **AND FURTHER THAT** all full-time and contract staff wages be increased to account for cost-of-living increases on January 1<sup>st</sup> of the given year in the amount of 6% in 2024, 4% in 2025 and 3% in 2026.*

**Motion: #64/23**

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

#### 6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

## 7. CORRESPONDENCE

### 7.1 Arthur Shewchuk Memorial Bursary

Members were advised that the recipient of the Arthur Shewchuk Memorial Bursary was Dilip Thakur, who is enrolled in fourth year Bachelors in Mechanical Engineering.

## 8. STAFF REPORTS

### 8.1 Parking Lot and Paved Trail Project at Cascades Conservation Area – Award Recommendation

Members reviewed and discussed Staff Report CONAREA-02-2023 related to the Parking Lot and Paved Trail Project at Cascades Conservation Area.

**THAT:** *the Contract for Parking Lot and Paved Trail Project at Cascades Conservation Area be awarded to Bruno's Contracting (Thunder Bay, Ontario) Limited at a cost of \$268,691.00 plus HST AND FURTHER THAT funds will be appropriated from the Conservation Area Maintenance Capital Reserve.*

#### **Motion: #65/23**

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

### 8.2 Management of Floodplain Models and Mapping Project – Award Recommendation

Members reviewed and discussed Staff Report FPMAP-01-2023 related to the Management of Floodplain Models and Mapping Project.

**THAT:** *the proposal submitted by Water's Edge Environmental Solutions Team for technical services for the Management of Floodplain Models and Mapping Updates Project dated May 15, 2023 is accepted for a fixed fee cost of \$86,950.00, not including HST.*

#### **Motion: #66/23**

Motion moved by Jim Vezina and motion seconded by Brian Kurrika. **CARRIED.**

### 8.3 Purchase of a 2023 Toro TITAN Riding Mower

**THAT:** *the quote from Northern Turf Equipment for a 2023 Toro TITAN 60-inch zero turn riding mower at a cost of \$8,700.00 plus HST be accepted AND FURTHER THAT funds will be appropriated from the Vehicle and Equipment Reserve.*

#### **Motion: #67/23**

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

## **9. CHIEF ADMINISTRATIVE OFFICER'S REPORT**

### **9.1. Monthly Treasurer's Report**

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

## **10. PASSING OF ACCOUNTS**

*THAT: having examined the accounts for the period April 1, 2023 to April 30, 2023 cheque #2876 to #2896 for \$90,856.66 and preauthorized payments of \$116,666.95 for a total of \$207,523.61, we approve their payment.*

### **Motion: #68/23**

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

## **11. REGULATORY ROLE**

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

## **12. PROJECTS UPDATE**

### **12.1. Communications Manager Projects Update**

Members were advised that the 2023 Dorion Birding Festival was very successful.

It was noted that 10 classes from 10 schools, totalling 274 students participated in the Arbor Week Complementary Education Program.

It was noted that the 2023 Wine Tasting and Dinner at Whitewater event was a success and approximately \$8,400.00 was raised.

### **12.2. Lands Manager Projects Update**

Members were advised that the LRCA Administrative Building Electric Upgrade Project was progressing.

### **12.3. Watershed Manager Projects Update**

Members were advised that a Flood Watch message was issued on April 14, 2023.

It was noted that the Neebing-McIntyre Floodway diverted from April 14<sup>th</sup> – 17<sup>th</sup> and again on April 29<sup>th</sup> – May 2<sup>nd</sup>. Both events were due to spring melt conditions and precipitation events.

It was noted that the annual rain gauge inspection took place on May 1<sup>st</sup> and 2<sup>nd</sup>.

It was noted that the Environment and Climate Change Canada funded program to engage communities on building and sharing knowledge about contaminant levels found in fish in Thunder Bay (Lake Superior) was progressing well and was estimated to have engaged over 12,000 individuals.

It was noted that the Provincial (Stream) Water Quality Monitoring Network (PWQMN) sampling program, facilitated by the Ministry of Environment, Conservation and Parks, has begun.

It was noted that Staff participated in the OPG Kam River Standing Advisory Committee (SAE) meeting on May 9, 2023.

**13. NEW BUSINESS**

None.

**14. NEXT MEETING**

Wednesday, June 21, 2023.

**15. BOARD TRAINING**

Members were provided with the fourth session of Board of Directors training. The focus was on Land Management and the Neebing-McIntyre Floodway.

**16. ADJOURNMENT**

***THAT: the time being 6:17 p.m. AND FURTHER THAT there being no further business we adjourn.***

**Motion: #69/23**

Motion moved by Albert Aiello and motion seconded by Trevor Giertuga. **CARRIED.**

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Chair

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Chief Administrative Officer



|                      |   |                   |              |
|----------------------|---|-------------------|--------------|
| <b>PROGRAM AREA</b>  | Neebing-McIntyre Flood Control  | <b>REPORT NO.</b> | NMFC-02-2023 |
| <b>DATE PREPARED</b> | June 15, 2023   | <b>FILE NO.</b>   | 14A-13-4     |
| <b>MEETING DATE</b>  | June 21, 2023   |                   |              |
| <b>SUBJECT</b>       | Neebing-McIntyre Floodway Integrity Evaluation Study – Award Recommendation |                   |              |

**RECOMMENDATION**

Suggested Resolution

*“THAT: the proposal submitted by KGS Group for technical services for the Neebing-McIntyre Floodway Integrity Evaluation Study dated June 13, 2023 is accepted for a fixed fee cost of \$173,066.95, not including HST.”*

**LINK TO STRATEGIC PLAN**

Links to the Strategic Plan (2023-2027):

*Protect and Support:*

- *Continue maintaining and enhancing flood control infrastructure in an effort to minimize the impacts of riverine flooding, erosion, and sedimentation.*

**EXECUTIVE SUMMARY**

A Request for Proposal (RFP) was developed by LRCA staff to seek a qualified consultant to complete an Integrity Evaluation Study of the Neebing-McIntyre Floodway consisting of a comprehensive review of the entire Floodway to ensure that it will continue to provide protection up to the Regional Storm as designed. An integrity study is completed every 10 years and assists LRCA staff in the capital planning of the Floodway.

The RFP was distributed on May 18, 2023, to six (6) consulting firms. Proposals were received from three consultants including: KGS Group, Water’s Edge Environmental Solutions Team, and Hatch, ranging in cost from \$87,900.00 to \$173,066.95 (not including HST).

LRCA staff have reviewed and evaluated the proposals received, and recommend the project be awarded to KGS Group for a fixed fee of \$173,066.95 (not including HST). KGS provided a thorough proposal indicating that they understand the full scope of the assignment, presented extensive experience and knowledge related to floodway design, operation and maintenance, and have the required experience to complete the project for the submitted fixed fee cost.



## **DISCUSSION**

A Request for Proposal (RFP) to complete an Integrity Evaluation Study of the Neebing-McIntyre Floodway was developed by LRCA staff. The integrity evaluation consists of a comprehensive review of the entire Floodway to ensure that it will continue to provide protection up to the Regional Storm as designed. The RFP was distributed to the following consulting firms on May 18, 2023:

- Thunder Bay Testing & Engineering (TBTE)
- Hatch Ltd.
- KGS Group Consulting Engineers
- Water's Edge Environmental Solutions Team
- Stantec
- WSP/Golder

Proposals were received from KGS Group, Water's Edge Environmental Solutions Team and Hatch, ranging in cost from \$87,900.00 to \$173,066.95 (not including HST). Costs are summarized in the attached Floodway integrity Study Cost Summary table.

The submitted proposals were reviewed and evaluated by LRCA's Chief Administrative Officer, Watershed Manager and Financial Manager. The proposals were scored based on the set criteria as outlined RFP and in the attached Neebing-McIntyre Floodway Integrity Evaluation Study RFP Ranking Summary.

Based on LRCA's evaluation, it is recommended that the project be awarded to KGS Group. KGS has demonstrated in their proposal a thorough understanding of the project and have staff with extensive relevant experience in assessing the design and operation of floodways. It is noted that KGS Group's proposal was the highest cost to complete the work, however, was still within LRCA's estimated budget to complete the project. The scoring of the proposals evaluated KGS as the lowest for costs for services provided, however, their overall score was the highest based on the description of the quality of service to be provided, their relevant experience and qualifications, compliance with proposal requirements and their listed value-added innovative techniques. It is further noted that Hatch's proposal was the lowest cost, however their proposal failed to meet LRCA's expectations for quality, compliance and value-added techniques.

## **FINANCIAL IMPLICATIONS**

Staff set aside City of Thunder Bay levy each year to fund the continued operation, maintenance and monitoring of the Neebing-McIntyre Floodway. This project qualified for funding under the 2023-2024 Water and Erosion Control Infrastructure (WECI) program facilitated by the Ministry of Natural Resources and Forestry (MNRF). WECI funding will account for 50% of project costs eligible under the program. The WECI program will not fund aspects related to the assessment of climate change, stormwater or the proposed Carrick Street pedestrian bridge on the Floodway, however, LRCA staff consider these to be important aspects of the analysis and have therefore kept them as required in the study. The total anticipated costs are summarized as follows:

- WECI Funding \$76,224.12 (this includes non-recoverable HST)
- City of Thunder Bay \$99,888.81 (this includes non-recoverable HST)

The City of Thunder Bay amount will be appropriated from the Neebing-McIntyre Floodway fund, which has adequate funds for the project.

## **CONCLUSION**

KGS Group is recommended to be awarded the Neebing-McIntyre Floodway Integrity Evaluation Study.

## **BACKGROUND**

The Neebing-McIntyre Floodway was constructed between 1979 and 1984 to provide additional flow capacity in the two river systems and eliminate surface riverine flooding in the lower Neebing River and Inter-City area. Excess flow diversion through the constructed diversion channel from the Neebing River is a routine occurrence during rapid spring melts and intense rainfall events. The Floodway has provided 39 years of continuous operation in eliminating surface flooding in the Inter-City area; diversion occurs on an almost annual basis.

The Authority has conducted various studies in the past to review the performance of the Floodway to facilitate multi-year capital planning of the system to ensure it continues to provide protection up to the designed level of the Regional Storm. An integrity study is completed every 10 years, with the last evaluation completed in 2013/2014.

Regular maintenance has occurred over the years including dredging of the sediment traps, dredging of sediment at the lip of the Diversion Channel, erosion protection at the confluence with Lake Superior, close cut clearing of vegetation, sediment removal from within the Diversion Channel, blockage removal at Diversion Structure, etc.

Regular monitoring has occurred over the years with annual inspections of the Diversion Structure completed by a Professional Engineer, annual inspections of the entire Floodway by the staff of the LRCA and City of Thunder Bay, and annual sediment surveys completed during winter months for the length of the floodway.

In May of 2022, the diversion channel was operational for 16 consecutive days due to a highly active spring freshet. As a result, dredging was completed at the lip of the diversion channel in the fall of 2022 removing 6,500 m<sup>3</sup> of sediment. This Integrity Evaluation Study will consist of a comprehensive review of the entire Floodway and will include modelling and analysis of real (i.e., 2022 spring freshet) and predicted scenarios to evaluate the overall performance of the Floodway and provide recommendations to ensure the Floodway continues to provide protection up to the designed level of the Regional Storm.

## **REFERENCE MATERIAL ATTACHED**

- Neebing-McIntyre Floodway Integrity Evaluation Study RFP Cost Summary
- Neebing-McIntyre Floodway Integrity Evaluation Study RFP Ranking Summary

**PREPARED BY:**

Melissa Hughson, Watershed Manager

|  |                                |
|--|--------------------------------|
| <p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook<br/>Chief Administrative Officer</p> | <p>DATE:<br/>June 15, 2023</p> |
|--|--------------------------------|

**RFP - Floodway Integrity Study, 2023**

Tuesday, June 13, 2023 - Opening of Bids @ 2:00 p.m.  
LRCA Boardroom

|                   |                                    |                          |
|-------------------|------------------------------------|--------------------------|
| <b>Attendees:</b> | Melissa Hughson, Watershed Manager | <u>Signatures:</u><br>MH |
|                   |                                    | _____                    |
|                   | Melanie O'Riley, Admin. Clerk      | n/a                      |
|                   |                                    | _____                    |
|                   | Mark Ambrose, Finance Manager      | MA                       |
|                   |                                    | _____                    |
|                   | Tammy Cook, CAO                    | TC                       |
|                   |                                    | _____                    |

|                                |                             |                             |     |     |                           |     |
|--------------------------------|-----------------------------|-----------------------------|-----|-----|---------------------------|-----|
| <b>Date and Time Received:</b> | June 13, 2023 @ ~ 1:50 p.m. | June 13, 2023 @ ~ 1:50 p.m. | n/a | n/a | June 12, 2023 @ 6:17 p.m. | n/a |
| <b>Time of Opening Bids:</b>   | June 13, 2023 @ 2:00 p.m.   |                             |     |     |                           |     |

| Item No.          | Item Description   | KGS           | HATCH        | TBTE   | Stantec | WATERS-EDGE   | Golder / WSP |
|-------------------|--|---------------|--------------|--------|---------|---------------|--------------|
| 1                 | Two (2) meetings at the LRCA office, all supportive administrative tasks.                | \$ 25,168.20  | \$ 8,415.00  | No Bid | No Bid  | \$ 3,920.00   | No Bid       |
| 2                 | Completion of background data review, field reviews and inspections.                     | \$ 18,405.40  | \$ 29,190.00 |        |         | \$ 76,885.00  |              |
| 3                 | Completion of updating and analysis of hydrologic/hydraulic modelling.                   | \$ 77,789.25  | \$ 16,160.00 |        |         | \$ 22,180.00  |              |
| 4                 | Non-WECI Items Assessment (Climate Change, Carrick St. Bridge, City Stormwater Outfall). | \$ 23,255.40  | \$ 11,560.00 |        |         | \$ 11,930.00  |              |
| 5                 | Completion of Draft and Final Integrity Evaluation Report.                               | \$ 28,448.70  | \$ 22,575.00 |        |         | \$ 30,075.00  |              |
| <b>Sub -Total</b> |  | \$ 173,066.95 | \$ 87,900.00 |        |         | \$ 144,990.00 |              |
| <b>HST</b>        |  | \$ 22,498.70  | \$ 11,427.00 |        |         | \$ 18,848.70  |              |
| <b>Total</b>      |  | \$ 195,565.65 | \$ 99,327.00 |        |         | \$ 163,838.70 |              |

**Neening-McIntyre Floodway Integrity Study 2023 - Proposal Evaluation**

| Evaluation Criteria   | Weigh Factor (%) | Consultant: KGS |  | Consultant: Hatch |   | Consultant: TBT Engineering |   | Consultant: Stantec |   | Consultant: WATERS-EDGE |  | Consultant: Golder / WSP |   |
|---|------------------|-----------------|--|-------------------|---|-----------------------------|---|---------------------|---|-------------------------|--|--------------------------|---|
|   |                  | Score out of 5  | Proposal Details / Justification of Score  | Score out of 5    | Proposal Details / Justification of Score   | Score out of 5              | Proposal Details / Justification of Score | Score out of 5      | Proposal Details / Justification of Score | Score out of 5          | Proposal Details / Justification of Score  | Score out of 5           | Proposal Details / Justification of Score |
| Quality of the Proposal - approach, methodology, work plan & schedule | 40               | 4               | APPROACH - great; indicate they have the 2014 Integrity study in house from previous work and reviewed in preparation for this project.<br>METHODS - Project Management, data review and inspections; floodway inspection by boat where possible - inspect for signs of erosion and recommendations - Great; WECl assessment - updated IDF curves in Tbay in 2022, modelling analysis flood frequency analysis - LRCA to decide which set of flows to adopt; Diversion structure - run the models to determine what level of storm the structure would be overtopped; OSM Plan - identify areas where maintenance may be urgent; phragmites assessment and plan; stormwater modelling - peak flows, previously developed sw model for intercity area, 5 outlets to floodway - familiar with the system and what we're asking for<br>WORKPLAN - SCHEDULE - Good | 2                 | APPROACH - good - background data collection, field review<br>METHODS - field review (local availability to survey - added plus), Field Visit Memorandum included - great, modelling (not extensive), description lacking. Nothing on stormwater outfalls, one line on phragmites, No proposal for excess material management plan, missed recommendations from last integrity study - overall weak<br>WORKPLAN - SCHEDULE - ok |                             |   |                     |   | 3.5                     | APPROACH - good; background review, modelling, field review, subconsultant to complete geotechnical Excess Material Mgmt Plan, reporting.<br>METHODS - background review, modelling, field review, reporting, touched base on all the RFP was asking, but not great at explaining how they'd complete it, (sediment analysis, survey's pre-post dredging, etc.<br>WORKPLAN - virtual meetings; - SCHEDULE - Good |                          |   |
| Cost for the services provided  | 30               | 3               | Highest cost; still within LRCA/WECl budget though   | 4                 | Lowest cost, but ... Not all tasks listed in proposal were defined as being completed. Incomplete.  |                             |   |                     |   | 3.5                     | Middle cost; included budget for sampling related to material management plan.   |                          |   |
| Relevant Experience & Qualifications of project team members/staff    | 20               | 4               | - lead designer for the expansion to the Red River floodway expansion in Manitoba, involved in supporting the province with every flood in Manitoba in recent history.<br>- Neening floodplain mapping study 2018;<br>- climate change flood risk mapping study, development of a conceptual flood forecasting strategy<br>- experience with CAs - modelling, bank stability identification and remediation  | 3                 | Failed to provide project experience to all the work competed for the LRCA previously. Other experience good.   |                             | Not Bidding - May 26, 2023 email          |                     | No Bid Rec'd                              | 3.5                     | Stated WE and Soil have completed an Excess Material Management plan project together before but failed to provide the project info or highlight any project they worked on together; ...  |                          | Not Bidding - May 29, 2023 email          |
| Compliance with Proposal requirements & specifications                | 5                | 4               | Good. Could've done a bit better at defining the roles and responsibilities of staff completing tasks in the methodology   | 1                 | No Fee Proposal Summary Form included. Overall incomplete   |                             |   |                     |   | 4                       | Met requirements for evaluation, however, stated as \$2M E&O   |                          |   |
| Value-added or innovative techniques proposed                         | 5                | 4               | Video log of bank conditions; extensive experience; local knowledge.   | 0                 | Nil - no value added proposed.  |                             |   |                     |   | 0                       | Not specified.   |                          |   |
| <b>Proposal Score</b>   |                  | <b>370</b>      |  | <b>265</b>        |   | <b>0</b>                    |   | <b>0</b>            |   | <b>335</b>              |  | <b>0</b>                 |   |
| <b>Project Cost (excluding provisional)</b>                           |                  |                 |  |                   |   |                             |   |                     |   |                         |  |                          |   |
| HST   |                  |                 |  |                   |   |                             |   |                     |   |                         |  |                          |   |
| <b>Total Project Cost to LRCA</b>                                     |                  |                 |  |                   |   |                             |   |                     |   |                         |  |                          |   |

**Score Ranking**

- 0 = nil or not specified
- 1 = does not meet expectations (poor)
- 2 = somewhat meets expectations (weak)
- 3 = partially meets expectations (average)
- 4 = meets expectations (good)
- 5 = exceeds expectations (excellent)

**2023 TREASURER'S REPORT  
MONTHLY EXPENSES**

|  | <b>2023<br/>BUDGET</b> | <b>May</b>     | <b>TOTAL<br/>TO DATE</b> | <b>BALANCE<br/>REMAINING</b> |
|--|------------------------|----------------|--------------------------|------------------------------|
| <b>REVENUE</b>   |                        |                |                          |                              |
| Provincial Grants  | 337,909                | -              | 155,664                  | 182,245                      |
| Municipal Levy   | 1,793,799              | -              | 1,793,799                | -                            |
| Self Generated   | 408,570                | 45,232         | 235,107                  | 173,463                      |
| Other Revenue  | 352,206                | 11,300         | 148,727                  | 203,479                      |
| <b>TOTAL REVENUE</b>   | <b>2,892,484</b>       | <b>56,532</b>  | <b>2,333,297</b>         | <b>559,187</b>               |
| <b>EXPENSES</b>  |                        |                |                          |                              |
| <b>Category 1 Mandatory Programs and Services</b>  |                        |                |                          |                              |
| Corporate Services   | 867,959                | 70,498         | 423,594                  | 444,365                      |
| Risk of Natural Hazards  | 1,097,542              | 34,332         | 153,420                  | 944,122                      |
| Conservation and Management of Lands owned and controlled by the Authority                   | 563,411                | 38,057         | 130,787                  | 432,624                      |
| Source Water Protection  | 58,974                 | 4,142          | 18,864                   | 40,110                       |
| Other Programs and Services  | 19,625                 | 1,359          | 6,265                    | 13,360                       |
| <b>Total Category 1 Mandatory Programs and Services</b>                                      | <b>2,607,511</b>       | <b>148,388</b> | <b>732,930</b>           | <b>1,874,581</b>             |
| <b>Category 2 Non-Mandatory Programs and Services at the Request of a Municipality</b>       |                        |                |                          |                              |
| Mapping Services   | 16,311                 | 1,023          | 5,628                    | 10,683                       |
| <b>Total Category 2 Non-Mandatory Programs and Services at the Request of a Municipality</b> | <b>16,311</b>          | <b>1,023</b>   | <b>5,628</b>             | <b>10,683</b>                |
| <b>Category 3 Non-Mandatory Programs and Services</b>  |                        |                |                          |                              |
| Education  | 100,438                | 5,177          | 21,889                   | 78,549                       |
| Stewardship  | 158,224                | 14,604         | 67,680                   | 90,544                       |
| Other  | 10,000                 | 6,126          | 12,148                   | - 2,148                      |
| <b>Total Category 3 Non-Mandatory Programs and Services</b>                                  | <b>268,662</b>         | <b>25,907</b>  | <b>101,716</b>           | <b>166,946</b>               |
| <b>Total All Expenses</b>  | <b>2,892,484</b>       | <b>175,319</b> | <b>840,275</b>           | <b>2,052,209</b>             |



|                      |   |                   |              |
|----------------------|---|-------------------|--------------|
| <b>PROGRAM AREA</b>  | CORPORATE   | <b>REPORT NO.</b> | CORP-08-2023 |
| <b>DATE PREPARED</b> | June 13, 2023                                     | <b>FILE NO.</b>   | 7-1-1        |
| <b>MEETING DATE</b>  | June 21, 2023                                     |                   |              |
| <b>SUBJECT</b>       | Conservation Authorities Act - Progress Report #5 |                   |              |

**RECOMMENDATION**

Suggested Resolution

***“THAT: Staff Report CORP-08-2023: Conservation Authorities Act Progress Report #5 be received AND FURTHER THAT Progress Report #5 be approved AND FURTHER THAT the report be forwarded to the Ministry of Natural Resources and Forestry.”***

**LINK TO STRATEGIC PLAN**

All sections of the Strategic Plan are impacted.

**EXECUTIVE SUMMARY**

As outlined in LRCA’s Transition Plan, the fifth of six progress reports is due to the MNRF on July 1, 2023. Accordingly, Progress Report #5 is presented to the Board for approval. Once approved, the report will be forwarded to the Ministry prior to the deadline.

The report advises that: no further comments have been received from our Member Municipalities related to the Inventory of Programs and no progress has occurred on negotiating MOU’s regarding non-mandatory services.

**DISCUSSION**

As required in LRCA’s Transition Plan, the LRCA must report to the MNRF (formerly due to MECP) six times between July 1, 2022 and October 2023. Accordingly, the fifth Progress Report, which is due July 1, 2023, has been completed and is attached (Attachment #1).

The report must summarize any comments received from Member Municipalities; summarize changes to the Inventory of Programs and Services; update on any cost-apportioning agreements; and outline any anticipated difficulties executing the required agreements.

Staff are updating the Category 2 Memorandum of Understanding for the Mapping Service to adhere to all requirements in the regulations. This is a service that is provided to the Municipality of Oliver Paipoonge, Township of Dorion and the Lakehead Rural Planning Board, who have chosen to pay for this service. They may withdraw from the service at any time and are not obligated to use the service in the future.

Attachment #2 includes the updated *Progress Tracking of Deliverables Table*, dated June 13, 2023.

## **FINANCIAL IMPLICATIONS**

There are no direct financial implications at this time.

## **CONCLUSION**

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

## **BACKGROUND**

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

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

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

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

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

By Order-in-Council, the MNRF was re-designated as the Ministry responsible for administering the *Conservation Authorities Act* (from MECP) on August 29, 2022.



As required in the regulations, the LRCA has prepared:

- Transition Plan (Resolution #121/21)
- Inventory of Programs and Services Version 1.0 (Resolution #27/22).
- Progress Report #1 and Inventory of Programs and Services Version 2.0 (Resolution #80/22)
- Governance section on the LRCA website.
- Progress Report #2 (Resolution #105/22)
- Updated the Fee Policy and posted it on the website.
- Progress Report #3 (Resolution #134/22).
- Progress Report #4 and Inventory of Programs and Services Version 3.0 (Resolution 48/23).

On October 25, 2022 Bill 23, *More Homes Built Faster Act, 2022* was released. Associated ERO postings included:

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

On November 28, 2022 Bill 23, *More Homes Built Faster Act, 2022* received Royal Assent, with Schedule 2 affecting various sections of the *Conservation Authorities Act*. As part of the Act, O. Reg. 596/22: Prescribed Acts was filed.

On December 28, 2022, two letters were received from MNRF in relation to Bill 23:

- Legislative and regulation changes affecting Conservation Authorities.
- Minister's direction for conservation authorities regarding fee changes associated with planning, development and permitting fees.

In effect as of January 1, 2023 per O. Reg. 596/22:

Conservation Authorities are prohibited from providing a Category 2 or 3 Non-Mandatory Program to a municipality related to reviewing and commenting on a proposal, application, or other matter made under the following Acts:

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*.

Effective January 1, 2023 to December 31, 2023 the Minister has issued a Directive that CAs may not change their fees related to Plan Review or Development Permits.

**REFERENCE MATERIAL ATTACHED**

Attachment #1 - LRCA Progress Report #4

Attachment #2 - LRCA Progress Tracking of Deliverables – Transition Plan, Phase I and II Regulations, Revision date: June 13, 2023

**PREPARED BY:**

Tammy Cook, CAO

|  |                                |
|--|--------------------------------|
| <p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook<br/>Chief Administrative Officer</p> | <p>DATE:<br/>June 13, 2023</p> |
|--|--------------------------------|

## LAKEHEAD REGION CONSERVATION AUTHORITY

### Progress Report #5

#### Purpose

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

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

|  |
|--|
| Questions required to be answered:   |
| <b>a) Any comments or other feedback submitted by a municipality referred to in clause 5(1)(b) regarding the inventory.</b>  |
| No comments have been received from any Member Municipality.   |
| <b>b) A summary of any changes that the authority has made to the inventory to address comments or other feedback referred to in a clause (a), including the changed inventory and a clear description of the changes between the previous inventory and the changed inventory</b> |
| No changes. Version 3.0 is current.  |
| <b>c) An update on the progress of negotiations of cost apportioning agreements with the participating municipalities.</b>   |
| No progress has been made to date.<br>Category 2 MOU for Mapping Services is being updated to adhere to regulations.   |
| <b>d) An outline of any difficulties that the authority is experiencing that might affect the ability of the authority to conclude any cost apportioning agreements with one or more participating municipality by the transition date.</b>  |
| None.  |

**Lakehead Region Conservation Authority****Progress Tracking of Deliverables – Transition Plan, Phase I and Phase II Regulations****Revision Date: June 13, 2023**

| <b>Deliverable</b>   | <b>Planned Timeline</b> | <b>Due Date</b>   | <b>Status</b>                                    |
|--|-------------------------|-------------------|--|
| <b>2021</b>  |                         |                   |  |
| Develop Transition Plan  |                         | December 31, 2021 | Complete   |
| Obtain Board approval of the Transition Plan                             |                         | November 24, 2021 | Complete<br>Resolution #121/21                   |
| Post Transition Plan to website and circulate to municipalities and MECP |                         | December 31, 2021 | Complete   |
| <b>2022</b>  |                         |                   |  |
| Develop Programs and Services Inventory with Board approval              |                         |                   | Complete<br>Resolution #27/22                    |
| Circulate Programs and Services Inventory to municipalities and MECP     |                         | February 28, 2022 | Complete   |
| MECP Report #1   | June 24, 2022           | July 1, 2022      | Complete<br>Resolution #80/22                    |
| Update Governance Section on website and notify Minister                 |                         | January 1, 2023   | Complete<br>July 18, 2022                        |
| MECP Report #2   | September 29, 2022      | October 1, 2022   | Complete<br>Resolution #105/22                   |
| Update Fee Policy  |                         | January 1, 2023   | Complete October 26, 2022<br>Resolution #116/22  |
| MECP Report #3   | December 16, 2022       | January 1, 2023   | Complete November 28, 2022<br>Resolution #134/22 |

**Lakehead Region Conservation Authority****Progress Tracking of Deliverables – Transition Plan, Phase I and Phase II Regulations****Revision Date: June 13, 2023**

| <b>2023</b>   |                                |                                  |   |
|---|--------------------------------|----------------------------------|---|
| Prepare 2024 Budget Adhering to Legislation                     | January 1, 2023 to August 2023 | November 2023                    | In progress                                   |
| MECP Report #4  | March 31, 2023                 | April 1, 2023                    | Complete March 30, 2023<br>Resolution # 48/23 |
| Negotiations of cost apportioning agreement with municipalities | March 2022 to May 2023         |                                  |   |
| LRCA Approval of MOUs/Agreements                                | June 2023 to August 2023       |                                  |   |
| MECP Report #5  | June 21, 2023                  | July 1, 2023                     | Complete June 21, 2023<br>Resolution ##/23    |
| Execute municipal agreements                                    | June 2023 to October 2023      | January 1, 2024                  |   |
| MECP Report #6  | September 29, 2022             | October 1, 2023                  |   |
| Request for extension of transition date                        |                                | October 1, 2023<br>(if required) |   |
| <b>2024</b>   |                                |                                  |   |
| Final Report to MECP  | January 30, 2024               | January 30, 2024                 |   |
| Land Inventory Public Consultation                              |                                | December 31, 2024                |   |
| Land Inventory  |                                | December 31, 2024                | In progress                                   |
| Conservation Area Strategy Public Consultation                  |                                | December 31, 2024                |   |
| Conservation Area Strategy                                      |                                | December 31, 2024                |   |
| Asset Management Plan Floodway                                  |                                | December 31, 2024                |   |
| Operational Management Plan Floodway                            |                                | December 31, 2024                |   |
| Asset Management Plan Victor Street                             |                                | December 31, 2024                |   |

**Lakehead Region Conservation Authority**

**Progress Tracking of Deliverables – Transition Plan, Phase I and Phase II Regulations**

**Revision Date: June 13, 2023**

|  |  |                   |  |
|--|--|-------------------|--|
| Operational Management Plan<br>Victor Street |  | December 31, 2024 |  |
| Ice Management Plan                          |  | December 31, 2024 |  |
| Resource Based Management<br>Strategy        |  | December 31, 2024 |  |



|                      |                                       |                   |             |
|----------------------|---------------------------------------|-------------------|-------------|
| <b>PROGRAM AREA</b>  | FINANCE                               | <b>REPORT NO.</b> | FIN-10-2023 |
| <b>DATE PREPARED</b> | June 6, 2023                          | <b>FILE NO.</b>   |             |
| <b>MEETING DATE</b>  | June 21, 2023                         |                   |             |
| <b>SUBJECT</b>       | 2024 Preliminary Budget - Levy Review |                   |             |

## RECOMMENDATION

For discussion.

## 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 preliminary estimated levy-all percentage increase for 2024 is being brought forward for Board discussion, prior to the finalization of the Draft Budget. Based on current estimates the 2024 budget will result in a 3.0 % increase to levy-all compared to 2023. The final percentage and dollar amount for levy-all will be presented, along with all other budget items, at the August 30, 2023, Board Meeting for approval of the Draft Budget. After consultation, the Final Budget will be brought forward in November for Board approval. The 2024 budget will be completed per O. Reg. 422/22: Budget and Apportionment. Staff have already formatted the budget to adhere to the regulations; however, approval and consultation will be required to adhere to the new regulation.

## DISCUSSION

Staff are beginning the process of developing the 2024 budget (first phase of budget process), with the Draft Budget (second phase of budget process) presented to the Board in August for review. Prior to finalization of the Draft Budget, staff request direction from the Board on the anticipated levy-all increase for 2024 compared to 2023. Based on a preliminary review of expected expenditures, the budget is estimated to increase 3.0 % in levy-all in 2024 compared to 2023 (\$32,500 increase). This increase is required in order to maintain LRCA's current level of service, which is below current cost-of-living increases. Staff will take Board direction into consideration when finalizing the Draft Budget.

The 2024 budget will be structured and approved in accordance with O. Reg. 402/22: Budget and Apportionment. Budget categories will follow LRCA's Inventory or Programs, and each program area will be classified into:

- 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.

As in previous budgets, no municipal levy will be used for Non-Mandatory Category 3 programs (i.e., education and stewardship). Staff are updating existing Memorandums of Understandings to adhere to legislative requirements for the Category 2 mapping service program which is provided to the Township of Dorion, Municipality of Oliver Paipoonge and the Lakehead Rural Planning Board. As this program is at the request of the municipality, they each must sign an MOU to receive the services.

Some proposed items included in the budget in addition to the regular programming include:

- LRCA 70<sup>th</sup> Anniversary event(s) - open house, pins, t-shirt, etc. Final details to be determined.
- Conservation Area Strategy (due December 31, 2024) – open house, public consultation, etc.
- Watershed Based Resource Management Strategy (due December 31, 2024) – open house, public consultation, etc.
- Purchases under Land Management – battery chainsaw, battery trimmer, chipper attachment.
- Weekend/holiday/after hours parking enforcement at Cascades and Mission using APEX security.
- Purchase and install floating dock/kayak launch at Little Trout Bay.
- Relocate gate/place boulders at Hazelwood Lake to open access to top area.
- Silver Harbour – replace concrete boat launch pads.
- Hire an engineer to design relocated larger parking lot/entrance to Mills Block Conservation Area. Current undersized parking area is on City owned land.

The authority is mandated in O. Reg. 422/22 to specify what opportunities they considered to raise and use self-generated revenue to help finance the authority's operations. Items considered include:

- Surplus administrative funds
- Interest revenue
- Deferred funds
- Reserve funds (Vehicle and Equipment)
- Donations (LCF, other)
- Fees (planning, regulations, education, parking/day use(coin boxes and pay and display units))
- Explore Card revenue



- Other funding opportunities (Canada Summer Jobs, etc., other funding as it arises during the year will be applied for)

## **FINANCIAL IMPLICATIONS**

The preliminary 2024 budget contains an estimated 3.0 % increase to levy-all compared to 2023, which results in a total increase of approximately \$32,500. Staff will take Board direction into consideration when finalizing the Draft Budget. The City of Thunder Bay sole-benefitting levy is estimated to be approximately \$67,000-\$70,000, which is similar to 2023.

## **CONCLUSION**

Based on initial review of expenditures for 2024, the estimated levy-all increase compared to 2023 results in a 3.0 % increase, which is an approximately \$32,500.

## **BACKGROUND**

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 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 (n/a to LRCA)

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 (n/a to LRCA).
  - 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 (n/a to LRCA).
  - 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.

#### **REFERENCE MATERIAL ATTACHED**

Attachment 1 – Ontario Regulation 402/22

Attachment 2 – Budget Summary Checklist

**PREPARED BY:**

Mark Ambrose, Finance Manager

Tammy Cook, CAO

|  |                                |
|--|--------------------------------|
| <p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook<br/>Chief Administrative Officer</p> | <p>DATE:<br/>June 14, 2023</p> |
|--|--------------------------------|

Français

**ONTARIO REGULATION 402/22**  
made under the  
**CONSERVATION AUTHORITIES ACT**

Made: April 14, 2022  
Filed: April 20, 2022  
Published on e-Laws: April 21, 2022  
Printed in *The Ontario Gazette*: May 7, 2022

**BUDGET AND APPORTIONMENT**

**CONTENTS**

[INTERPRETATION](#)

- [1.](#) Definitions  
[2.](#) Budgetary matters

[BUDGET](#)

- [3.](#) Annual budget  
[4.](#) Budgetary process

[APPORTIONMENT](#)

- [5.](#) Determination of revenue, expenses and costs  
[6.](#) Determination of reduced amounts to be apportioned  
[7.](#) Methods of apportionment  
[8.](#) Category 1 operating expenses and capital costs  
[9.](#) Category 2 operating expenses and capital costs  
[10.](#) Category 3 operating expenses and capital costs  
[11.](#) General operating expenses and capital costs  
[12.](#) Agreements

[DRAFT BUDGET AND CONSULTATIONS](#)

- [13.](#) Draft budget  
[14.](#) Meeting on draft budget  
[15.](#) Consultations

[APPROVAL OF APPORTIONMENT UNDER SUBSECTIONS 25 \(1\) AND 27 \(1\) OF THE ACT AND AMOUNTS OWING UNDER SUBSECTION 27.2 \(2\) OF THE ACT](#)

- [16.](#) Meeting on apportionment, etc.  
[17.](#) Notice of meeting  
[18.](#) Voting on apportionment, etc.  
[19.](#) Weighted majority vote  
[20.](#) Notice to pay

[FINAL BUDGET](#)

- [21.](#) Final budget  
[22.](#) Meeting  
[23.](#) Vote  
[24.](#) Providing copies and posting of budget

[REVOCATIONS AND COMMENCEMENT](#)

- [25.](#) Revocation of regulations  
[26.](#) Commencement

INTERPRETATION

**Definitions**

1. (1) In this Regulation,  
“benefit-based apportionment method” means the method of apportioning an authority’s operating expenses and capital costs described in subsection 7 (6); («méthode de répartition fondée sur les avantages»)

“Category 1 CWA/LSPA operating expense or capital cost” means an operating expense or capital cost that is related to the provision of a Category 1 CWA/LSPA program or service; («dépense d’exploitation ou coût en immobilisations LES/LPLS de catégorie 1»)

“Category 1 CWA/LSPA programs and services” means the mandatory programs and services that an authority is required to provide under section 21.1 of the Act with respect to its duties, functions and responsibilities under the *Clean Water Act, 2006* and under the *Lake Simcoe Protection Act, 2008*; («programmes et services LES/LPLS de catégorie 1»)

“Category 1 operating expense or capital cost” means an operating expense or capital cost that is related to the provision of a Category 1 program or service; («dépense d’exploitation ou coût en immobilisations de catégorie 1»)

“Category 1 programs and services” means the mandatory programs and services that an authority is required to provide under section 21.1 of the Act; («programmes et services de catégorie 1»)

“Category 2 operating expense or capital cost” means an operating expense or capital cost that is related to the provision of a Category 2 program or service; («dépense d’exploitation ou coût en immobilisations de catégorie 2»)

“Category 2 programs and services” means the municipal programs and services that an authority provides under section 21.1.1 of the Act on behalf of a municipality situated in whole or in part within its area of jurisdiction; («programmes et services de catégorie 2»)

“Category 3 operating expense or capital cost” means an operating expense or capital cost that is related to the provision of a Category 3 program or service; («dépense d’exploitation ou coût en immobilisations de catégorie 3»)

“Category 3 programs and services” means programs and services that are not Category 1 or Category 2 programs and services but are other programs and services provided by an authority under section 21.1.2 of the Act; («programmes et services de catégorie 3»)

“general operating expense or capital cost” means an operating expense or capital cost that is not related to the provision of a program or service that an authority provides; («dépense d’exploitation générale ou coût en immobilisations général»)

“MCVA apportionment method” means a method of apportioning an authority’s operating expenses and capital costs that is based on the modified current value assessment of the properties within the authority’s area of jurisdiction and further described in subsections 7 (2), (3), (4) and (5); («méthode de répartition EVAM»)

“reduced capital costs” means the capital costs of an authority for a given year, as reduced under section 6; («coûts en immobilisations réduits»)

“reduced operating expenses” means the operating expenses of an authority for a given year, as reduced under section 6; («dépenses d’exploitation réduites»)

“specified municipality” means a specified municipality as defined in subsection 27.2 (1) of the Act. («municipalité précisée»)

(2) For the purposes of clause (e) of the definition of “operating expenses” in section 1 of the Act, any costs, other than capital costs in connection with a project, that support the operations of an authority are prescribed as operating expenses.

(3) For the purposes of the definitions of “Category 1 operating expense or capital cost”, “Category 2 operating expense or capital cost” and “Category 3 operating expense or capital cost” in subsection (1),

- (a) a capital cost shall be considered related to the provision of a Category 1, Category 2 or Category 3 program or service, as the case may be, if it is incurred in connection with a project that is related to the provision of the program or service; and
- (b) an operating expense that is incurred in connection with a project shall be considered related to the provision of a Category 1, Category 2 or Category 3 program or service, as the case may be, if the project is related to the provision of the program or service.

#### **Budgetary matters**

2. The following matters are prescribed as budgetary matters for the purposes of clause 14 (4.0.1) (d) of the Act:

1. Matters that are required to be voted on under this Regulation.
2. Matters relating to budget reallocations in a calendar year.
3. Matters relating to annual audits under section 38 of the Act.

#### **BUDGET**

#### **Annual budget**

3. Every authority shall prepare a budget for 2024 and for every subsequent calendar year in accordance with this Regulation.

**Budgetary process**

4. (1) An authority shall prepare the budget for a calendar year in accordance with the budgetary process set out in this Regulation.

(2) An authority shall begin the budgetary process for a given calendar year at such time during the preceding year as the authority determines and shall end the budgetary process at such time as the authority determines, subject to any timelines set out in this Regulation.

**APPORTIONMENT****Determination of revenue, expenses and costs**

5. (1) During the first phase of the budgetary process for a given calendar year, the authority shall,

(a) identify all of the authority's sources of revenue for the year, other than revenue from the apportionment of operating expenses and capital costs under sections 7 to 12, including,

(i) revenue from fees or charges paid to the authority,

(ii) revenue from donations and grants received by the authority,

(iii) self-generated revenue from fund-raising or other efforts made during the year to generate funds,

(iv) any amounts that the authority plans to obtain from its reserve funds to finance its capital costs and operations, including its programs and services, for the year,

(v) revenue made under agreements entered into under clause 21 (1) (n) of the Act, and

(vi) revenue from other sources;

(b) determine the amount of revenue from each of the sources identified under clause (a) and add those amounts to determine the authority's total revenue for the year;

(c) identify all of the authority's operating expenses for the year, as required under subsection 27 (1) of the Act, and categorize them as,

(i) Category 1 operating expenses,

(ii) Category 2 operating expenses,

(iii) Category 3 operating expenses, or

(iv) general operating expenses;

(d) determine the authority's total operating expenses for the year;

(e) identify all of the authority's capital costs for the year, as required under subsection 25 (1) of the Act, and categorize them as,

(i) Category 1 capital costs,

(ii) Category 2 capital costs,

(iii) Category 3 capital costs, or

(iv) general capital costs; and

(f) determine the authority's total capital costs for the year.

(2) If the Minister has consolidated two or more source protection areas into a drinking water source protection region under section 6 of the *Clean Water Act, 2006*,

(a) the authority that is designated by the Minister as a lead source protection authority shall include under clause (1) (a) any revenue that it receives from other source protection authorities in the source protection region under an agreement entered into under subsection 6 (3) of the *Clean Water Act, 2006*; and

(b) the authorities that are part of the source protection region but are not designated as the lead source protection authority shall identify under clause (1) (c) and (e) any operating expenses and capital costs that they are required to pay to the lead source protection authority under an agreement entered into under subsection 6 (3) of the *Clean Water Act, 2006*.

**Determination of reduced amounts to be apportioned**

6. For the purposes of subsections 25 (1) and 27 (1) of the Act, the authority shall, with respect to each operating expense and capital cost identified under clauses 5 (1) (c) and (e), determine which portion of the operating expense or capital cost will be apportioned to participating municipalities by,

- (a) determining if there are any restrictions or rules with respect to the use of revenue from certain sources by the authority;
- (b) determining if, in the authority's opinion, the operating expense or capital cost can or should be offset, in whole or in part, by any of the revenue identified in clause 5 (1) (a) and the extent to which it should be offset; and
- (c) applying such part of the revenue from a source identified in clause 5 (1) (a) as the authority determines is appropriate to the operating expense or capital cost so as to reduce it.

#### Methods of apportionment

7. (1) Subject to subsections 8 to 11, an authority may apportion a reduced operating expense or a reduced capital cost among its participating municipalities in accordance with one of the following methods of apportionment:

1. The MCVA apportionment method described in subsections (2), (3), (4) and (5).
2. The benefit-based apportionment method described in subsection (6).

(2) Under the MCVA apportionment method, the portion of a reduced operating expense or of a reduced capital cost to be apportioned to a participating municipality shall be based on the ratio that the participating municipality's modified current value assessment bears to the authority's modified current value assessment.

(3) For the purposes of subsection (2), a participating municipality's modified current value assessment shall be determined as follows:

1. For each of the property classes set out in Column 2 of the Table to this subsection, determine the sum of the current value assessment for all the properties in the municipality that are in the property class, if any.
2. Multiply the current value assessment for each property class by the factor set out in Column 3 of the Table to this subsection opposite the property class.
3. Determine the sum of the amounts obtained under paragraph 2.
4. Multiply the sum obtained under paragraph 3 by a percentage based on one of the following ratios:
  - i. If apportioning an operating expense or capital cost that is related to a program or service provided under the *Clean Water Act, 2006*, the ratio of the amount of the municipality's land that is in the source protection area for which the authority is the source protection authority under that Act to the total amount of land in the municipality.
  - ii. If apportioning any other operating expense or capital cost, the ratio of the amount of the municipality's land that is in the jurisdiction of the authority under the Act to the total amount of land in the municipality.

TABLE  
PROPERTY CLASSES AND FACTORS

| Column 1<br>Item | Column 2<br>Property Class   | Column 3<br>Factor |
|------------------|------------------------------|--------------------|
| 1.               | Residential/Farm             | 1                  |
| 2.               | Multi-residential            | 2.1                |
| 3.               | Commercial                   | 2.1                |
| 4.               | Industrial                   | 2.1                |
| 5.               | Farmlands                    | 0.25               |
| 6.               | Pipe lines                   | 1.7                |
| 7.               | Managed Forests              | 0.25               |
| 8.               | New multi-residential        | 2.1                |
| 9.               | Office Building              | 2.1                |
| 10.              | Shopping Centre              | 2.1                |
| 11.              | Parking lots and Vacant land | 2.1                |
| 12.              | Large industrial             | 2.1                |

(4) Despite subsection (3), if a participating municipality is a regional municipality, the modified current value assessment for the regional municipality shall be equal to the sum of the modified current value assessment for all of the local municipalities in the regional municipality, as determined under subsection (3).

(5) For the purposes of subsection (2), an authority's modified current value assessment shall be equal to the sum of the modified current value assessments for,

- (a) if apportioning an operating expense or a capital cost that is related to a program or service provided under the *Clean Water Act, 2006*, every participating municipality in the source protection area for which the authority is a source protection authority under that Act; and
- (b) if apportioning any other operating expense or capital cost, every participating municipality within the authority's area of jurisdiction.
- (6) Under the benefit-based apportionment method, the authority shall apportion an operating expense or capital cost by,
  - (a) evaluating the benefit that each participating municipality obtains from the program or service to which the operating expense or capital cost is related; and
  - (b) allocating to each participating municipality a portion of the reduced operating expense or reduced capital cost that is based on the ratio of the benefit afforded to the participating municipality by the program or service referred to in clause (a), relative to the overall benefit afforded by the program or service to all benefitting participating municipalities.

**Category 1 operating expenses and capital costs**

**8.** (1) Before apportioning a Category 1 operating expense or capital cost, an authority shall make the following determinations:

1. Whether the related Category 1 program or service,
  - i. benefits all of the participating municipalities within the authority's area of jurisdiction, or
  - ii. benefits one or more, but not all, of the participating municipalities within the authority's area of jurisdiction.
2. If the related Category 1 program or service benefits all of the participating municipalities within the authority's area of jurisdiction, whether one or more of the participating municipalities' benefit from the Category 1 program or service is disproportionate to the benefit obtained by the other participating municipalities.
3. In the case of a Category 1 CWA/LSPA operating expense or capital cost, a determination made in accordance with Ontario Regulation 401/22 (**Determination of Amounts under Subsection 27.2 (2) of the Act**) made under the Act that,
  - i. the related Category 1 CWA/LSPA program or service benefits one or more of the authority's specified municipalities, and
  - ii. the benefitting specified municipalities owe or will owe amounts with respect to the program or service under subsection 27.2 (2) of the Act.

(2) An authority shall use the MCVA apportionment method to apportion the reduced operating expense or reduced capital cost for Category 1 operating expenses and capital costs, subject to subsection (3).

(3) An authority shall use the benefit-based apportionment method to apportion the reduced operating expense or reduced capital cost for a Category 1 operating expense or capital cost if the authority has determined under subsection (1) that the related Category 1 program or service,

- (a) benefits one or more, but not all, of the participating municipalities within the authority's area of jurisdiction; or
- (b) benefits all of the participating municipalities within the authority's area of jurisdiction but one or more of the participating municipalities is provided with a benefit that is disproportionate to the benefit provided to the other participating municipalities.

(4) An authority shall apportion a Category 1 CWA/LSPA operating expense or capital cost in accordance with subsections (2) and (3), except if the authority has determined under Ontario Regulation 401/22 that,

- (a) the related Category 1 CWA/LSPA program or service benefits one or more of its specified municipalities; and
- (b) the benefitting specified municipality owes or will owe amounts under subsection 27.2 (2) of the Act.

(5) In the case of Category 1 CWA/LSPA operating expense or capital cost described in clauses (4) (a) and (b), the apportionment of the operating expense or capital cost conducted under Ontario Regulation 401/22 to determine the amounts owing under subsection 27.2 (2) of the Act by specified municipalities shall be considered an apportionment under this Regulation and used to determine the portion of the operating expense or capital cost to be apportioned to each participating municipality within the authority's area of jurisdiction.

**Category 2 operating expenses and capital costs**

**9.** When apportioning a Category 2 operating expense or capital cost, an authority shall apportion the reduced operating expense or the reduced capital cost, as the case may be, in its entirety, to the participating municipality that has entered into a memorandum of understanding or other agreement with the authority under section 21.1.1 of the Act for the authority to provide the Category 2 program or service on the municipality's behalf.



**Category 3 operating expenses and capital costs**

**10.** (1) When apportioning a Category 3 operating expense or capital cost, an authority shall apportion the reduced operating expense or the reduced capital cost, as the case may be, among the participating municipalities that entered into an agreement described in subsection 21.1.2 (2) of the Act in accordance with that agreement.

(2) Despite subsection (1), if the agreement described in subsection 21.1.2 (2) of the Act does not address how to apportion a Category 3 operating expense or capital cost, the authority shall apportion the reduced operating expense or the reduced capital cost, as the case may be, in the following manner:

1. Subject to subparagraph 2 i, if all of the participating municipalities within the authority's area of jurisdiction have entered into the agreement described in subsection 21.1.2 (2) of the Act, by using the MCVA apportionment method.
2. By using the benefit-based apportionment method if,
  - i. all of the participating municipalities within the authority's area of jurisdiction have entered into the agreement described in subsection 21.1.2 (2) of the Act but, in the authority's opinion, one or more participating municipalities obtains a benefit from the related Category 3 program or service that is disproportionate to the benefit obtained by the other participating municipalities, or
  - ii. one or more, but not all, of the participating municipalities within the authority's area of jurisdiction have entered into the agreement described in subsection 21.1.2 (2) of the Act.

**General operating expenses and capital costs**

**11.** When apportioning a general operating expense or capital cost, an authority shall use the MCVA apportionment method to apportion the reduced operating expense or capital cost, as the case may be.

**Agreements**

**12.** Despite sections 7 to 11, where an authority has entered into an agreement with its participating municipalities with respect to the apportionment of the following operating expenses or capital costs, the apportionment of the reduced operating expense or the reduced capital cost, as the case may be, shall be in accordance with the agreement:

1. Category 1 operating expenses that are related to a Category 1 program or service that benefits one or more, but not all, of the participating municipalities within the authority's area of jurisdiction.
2. Category 1 capital costs.
3. Category 1 CWA/LSPA operating expenses and capital costs.
4. General capital costs.

**DRAFT BUDGET AND CONSULTATIONS****Draft budget**

**13.** (1) After having determined the apportionment of operating expenses and capital costs, an authority shall begin the second phase of the budgetary process by preparing a draft budget.

(2) The draft budget for any given year shall set out:

1. The authority's total revenue for the year, as determined under clause 5 (1) (b).
2. The sources of the revenue for the year referred to in subclauses 5 (1) (a) (i) to (vi) and the amount of the revenue from each such source, as determined under clause 5 (1) (b).
3. The authority's total operating expenses for the year, as determined under clause 5 (1) (d), and a list of operating expenses setting out as separate amounts,
  - i. Category 1 operating expenses related to each Category 1 program and service,
  - ii. Category 2 operating expenses related to each Category 2 program and service,
  - iii. Category 3 operating expenses related to each Category 3 program and service, and
  - iv. general operating expenses.
4. The authority's total capital costs for the year as determined under clause 5 (1) (f), and a list of capital costs setting out as separate amounts,
  - i. Category 1 capital costs related to each Category 1 program and service,
  - ii. Category 2 capital costs related to each Category 2 program and service,
  - iii. Category 3 capital costs related to each Category 3 program and service, and
  - iv. general capital costs.

5. The amount of revenue that the authority will obtain during the year from the apportionment of operating expenses and capital costs under sections 7 to 12 to its participating municipalities, and the portion of this revenue that each participating municipality shall pay.
6. The amount of revenue that the authority will obtain during the year from amounts to be paid by specified municipalities under section 27.2 of the Act, as determined under Ontario Regulation 401/22 (**Determination of Amounts under Subsection 27.2 (2) of the Act**) made under the Act, and the portion of this revenue that each specified municipality shall pay.
7. 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.
8. Any additional financial information that the authority considers relevant to include.

#### Meeting on draft budget

- 14.** (1) An authority shall hold a meeting to,
- (a) consider the draft budget for a given year; and
  - (b) decide whether or not to approve the draft budget for consultation purposes.
- (2) The authority shall give notice of the meeting on a draft budget for a given year to a specified municipality if,
- (a) the authority has determined under subsection 27.2 (2) of the Act that the specified municipality owes or will owe amounts for the year in connection with Category 1 CWA/LSPA programs and services; and
  - (b) the amounts owing or to be owed, as determined under sections 5 to 8 of Ontario Regulation 401/22 (**Determination of Amounts under Subsection 27.2 (2) of the Act**) made under the Act, are set out in the draft budget.
- (3) At a meeting held under this section, the authority shall hold a vote on whether to approve the draft budget for consultation purposes.
- (4) If notice of the meeting has been given under subsection (2) to a specified municipality that is designated as a participating municipality under the *Clean Water Act, 2006*, the authority shall, before voting on approving the draft budget under subsection (3),
- (a) convene the members appointed by the municipalities designated as participating municipalities under the *Clean Water Act, 2006*; and
  - (b) hold a vote of the members referred to in clause (a) to approve, for consultation purposes, the portion of the draft budget relating to programs and services provided by the authority under the *Clean Water Act, 2006*.
- (5) If notice of the meeting has been given under subsection (2) to a specified municipality that is designated as a participating municipality under the *Lake Simcoe Protection Act, 2008*, the authority shall, before voting on approving the draft budget under subsection (3),
- (a) convene the members appointed by the municipalities designated as participating municipalities under the *Lake Simcoe Protection Act, 2008*; and
  - (b) hold a vote of the members referred to in clause (a) to approve, for consultation purposes, the portion of the draft budget relating to programs and services provided by the authority under the *Lake Simcoe Protection Act, 2008*.
- (6) For greater certainty, for the purposes of a vote held under subsection (4) or (5), section 16 of the Act applies except that the members appointed by the specified municipalities shall be included when determining the quorum and shall be entitled to vote.

#### Consultations

- 15.** (1) If an authority approves a draft budget for consultation purposes under section 14, the authority shall,
- (a) send to each participating municipality, and to any specified municipality, a copy of the draft budget and of all financial information relating to the apportionment of operating expenses and capital costs; and
  - (b) make a copy of the draft budget and of the financial information referred to in clause (a) available to the public by posting them on the section of the authority's website entitled "Governance" and by any other means the authority considers appropriate.
- (2) An authority shall carry on such consultations with participating municipalities and specified municipalities affected by the draft budget as are necessary to finalize the annual budget.

#### APPROVAL OF APPORTIONMENT UNDER SUBSECTIONS 25 (1) AND 27 (1) OF THE ACT AND AMOUNTS OWING UNDER SUBSECTION 27.2 (2) OF THE ACT

#### Meeting on apportionment, etc.

- 16.** At the beginning of the third phase of the budgetary process, an authority shall hold a meeting to approve,
- (a) the apportionment of operating expenses and capital costs to participating municipalities under subsections 25 (1) and 27 (1) of the Act, as determined under sections 7 to 12; and
  - (b) the apportionment of any Category 1 CWA/LSPA operating expenses and capital costs among participating and specified municipalities in accordance with Ontario Regulation 401/22 (Determination of Amounts under Subsection 27.2 (2) of the Act) made under the Act.

**Notice of meeting**

**17.** (1) An authority shall give notice of a meeting under section 16 to all participating municipalities and to any specified municipality that is entitled to receive notice of the meeting under subsection (2).

(2) The authority shall give notice of a meeting under section 16 to a specified municipality if, after consultations held under section 15, the authority has determined under section 3 of Ontario Regulation 401/22 (Determination of Amounts under Subsection 27.2 (2) of the Act) made under the Act that the specified municipality should be required to pay amounts owing under subsection 27.2 (2) of the Act for the budget year in connection with Category 1 CWA/LSPA programs and services.

- (3) The notice of meeting shall be given at least 30 days before the meeting.
- (4) The notice of meeting shall include,
  - (a) a copy of the most recent draft of the budget; and
  - (b) the amount of the reduced operating expenses and reduced capital costs that the participating municipality or specified municipality that is given notice will be required to pay for the year.

**Voting on apportionment, etc.**

- 18.** (1) At a meeting under section 16, an authority shall,
- (a) if the apportionment of any Category 1 CWA/LSPA operating expenses and capital costs among participating municipalities and specified municipalities is on the meeting agenda, hold such votes as are necessary with respect to the apportionment of those operating expenses and capital costs before voting on the apportionment of any other operating expenses and capital costs; and
  - (b) after votes have been held under clause (a), if any, hold such votes as are necessary on the apportionment of other operating expenses and capital costs among participating municipalities.
- (2) Despite section 16 of the Act,
- (a) on a vote under clause (1) (a) with respect to an apportionment of the Category 1 CWA/LSPA operating expenses and capital costs, a person appointed by a specified municipality shall be entitled to vote as a member of the authority and shall be included in the quorum of members required for the purposes of that vote; and
  - (b) any vote held at a meeting under section 16, including a vote on which members appointed by specified municipalities are entitled to vote, shall be carried by a weighted majority in accordance with section 19.
- (3) All votes held at a meeting under section 16 shall be recorded.

**Weighted majority vote**

- 19.** The following rules apply to a vote that is to be carried by a weighted majority:
1. Each member's vote shall be weighted according to the ratio that the modified current value assessment for the municipality that appointed the member bears to the authority's modified current value assessment.
  2. A weighted majority requires 51 per cent or more of the total weighted value for all of the votes cast.
  3. In the case of tie vote, the vote is lost.
  4. If a municipality appoints more than one member to the authority, each of those members' votes shall be equal to the municipality's weighted vote divided by the number of members the municipality appoints to the authority.
  5. A municipality shall not have a weighted vote of more than 50 per cent of the total weighted value for all of the votes to be cast unless the municipality appoints more than 50 per cent of the members to the authority.

**Notice to pay**

**20.** (1) An authority shall not send a notice of apportionment to a participating municipality under subsection 25 (2) or 27 (3) of the Act until a vote has been held at a meeting under section 16 with respect to the apportionment under section 25 or 27 of the Act.

(2) An authority shall not send a notice under subsection 27.2 (3) of the Act setting out the amounts owing by a specified municipality with respect to a Category 1 CWA/LSPA program or service until a vote has been held at a meeting under

section 16 of this Regulation with respect to the apportionment of the related Category 1 CWA/LSPA operating expenses and capital costs under subsection 27.2 (2) of the Act.

#### FINAL BUDGET

##### Final budget

- 21.** (1) An authority shall prepare a final budget as part of the final phase of the budgetary process.
- (2) The final budget shall meet all the requirements of a draft budget under subsection 13 (2), subject to subsection (3).
- (3) The amounts in the final budget shall reflect the matters agreed to during consultations under section 15 and the amounts voted on during a meeting held under section 16.

##### Meeting

- 22.** An authority shall hold a meeting of its members to approve the final budget.

##### Vote

- 23.** (1) The vote to approve the final budget shall be carried by a majority of votes.
- (2) Despite subsection (1), the vote to approve the final budget shall be carried by a weighted majority in accordance with section 19 if required to do so by the authority's by-laws.
- (3) A vote held to approve the final budget shall be recorded.

##### Providing copies and posting of budget

- 24.** Promptly after the final budget is approved by participating municipalities, the authority shall end the budgetary process for a given year by,
- (a) providing a copy of the final budget to the Minister and to each of the authority's participating municipalities and specified municipalities; and
  - (b) making a copy of the final budget available to the public by posting it on the section of the authority's website entitled "Governance" and by any other means the authority considers appropriate.

#### REVOCATIONS AND COMMENCEMENT

##### Revocation of regulations

- 25. The following regulations made under the Act are revoked:**
- 1. Ontario Regulation 139/96 (Municipal Levies).**
  - 2. Ontario Regulation 670/00 (Conservation Authority Levies).**

##### Commencement

- 26. This Regulation comes into force on the later of the day subsection 24 (1) of Schedule 4 to the *Building Better Communities and Conserving Watersheds Act, 2017* comes into force and the day this Regulation is filed.**

Français

Back to top



## Budget Summary Checklist

*Per O. Reg. 402/22: Budget and Apportionment, the 2024 budget and every subsequent budget must be prepared in accordance with the regulation.*

| <b>Budget Year - 2024</b>  |                      |                  |
|--|----------------------|------------------|
| <b>Task</b>  | <b>Date</b>          | <b>Completed</b> |
| <b>First Phase</b>   |                      |                  |
| Identify all sources of revenue including: <ul style="list-style-type: none"> <li>• Fees</li> <li>• Donations</li> <li>• Grants</li> <li>• Self-generated</li> <li>• Reserve funds</li> <li>• Deferred funds</li> <li>• From agreements</li> <li>• Other sources</li> <li>• Total revenue</li> </ul>   | June                 | June             |
| Identify operating expenses into Cat. 1,2, 3. Specify total operating expenses for year.   | June                 | June             |
| Identify capital costs into Cat. 1,2 ,3. Specify total capital costs for year.   | June                 | June             |
| Apportion operating expense or capital costs to participating municipalities (levy-all, and sole-benefitting).   | June                 | June             |
| Preliminary % levy-all increase Board Review   | June Board Meeting   | June 21, 2023    |
| <b>Second Phase – Draft Budget and Consultations</b>   |                      |                  |
| Prepare Draft Explanatory Budget Document <ul style="list-style-type: none"> <li>• Include all items in First Phase</li> <li>• 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.</li> </ul> | July/August          |                  |
| Prepare Budget Summary   | July/August          |                  |
| Meeting on Draft Budget <ul style="list-style-type: none"> <li>• Hold majority vote to approve Draft Budget for consultation purposes</li> </ul>   | August Board Meeting |                  |

Revision Date: June 13, 2023



|   |                        |  |
|---|------------------------|--|
| Send each participating municipality a copy of approved draft budget including apportionment  | September              |  |
| Post draft budget on Governance section of LRCA website   | September              |  |
| Conduct consultations with participating municipalities as warranted  | September              |  |
| <b>Third Phase – Final Budget Approval</b>  |                        |  |
| Provide notice of Board Meeting to participating municipalities of Final Budget approval <b>30 days</b> prior to meeting to approve Final Budget <ul style="list-style-type: none"> <li>• Include most recent draft of budget</li> <li>• Specify levy apportionments</li> </ul> | September/October      |  |
| Hold a recorded weighted majority vote to approve apportionment. <ul style="list-style-type: none"> <li>• 51% or more is required to approve.</li> <li>• Tie is a lost vote</li> </ul>  | November Board Meeting |  |
| Hold a recorded majority vote to approve Final Budget   | November Board Meeting |  |
| Provide copy of Final Budget to Minister  | December               |  |
| Provide copy of Final Budget to participating municipalities  | December               |  |
| Post Final Budget on Governance section of website  | December               |  |



**LAKEHEAD REGION**  
CONSERVATION AUTHORITY

June 21, 2023

Moved By \_\_\_\_\_

Seconded By \_\_\_\_\_

*“THAT: having examined the accounts for the period May 1, 2023 to May 31, 2023 cheque #2897 to #2919 for \$55,231.29 and preauthorized payments of \$6,130,913.73 for a total of \$6,186,145.02, we approve their payment.”*

|      |   |   |                     |
|------|---|---|---------------------|
| 2897 | RAS Maintenance Services                  | Cleaning Service April 2023                               | 644.04              |
| 2898 | Innovated Solutions                       | June Cloud and Barracuda Firewall                         | 381.94              |
| 2899 | Sportop Marketing                         | Staff Clothing order                                      | 222.59              |
| 2900 | Lowery's                                  | Office Supplies   | 152.77              |
| 2901 | Pioneer Construction                      | Gravel  | 35.00               |
| 2902 | Thunder Bay Answering Service Inc.        | Answering Service May 2023                                | 239.56              |
| 2903 | Esso And Mobil Business Card              | Fuel  | 939.26              |
| 2904 | Prezio Electric                           | Purchase and Installation of Fan for greenhouse           | 3,535.77            |
| 2905 | AMK Outdoors & Watersports                | Dock for Hazelwood  | 11,279.21           |
| 2906 | Superior Outdoors Inc. The Walleye        | May 2023 ad   | 175.15              |
| 2907 | Forest Gene Conservation Association      | Certified Seed Collector Course Jessie                    | 227.30              |
| 2908 | Minister of Finance                       | NWOOOP imagery 2022                                       | 7,882.96            |
| 2909 | Roman Augustyn                            | USB Drives, Tripod  | 475.47              |
| 2910 | Whitewater Golf Club                      | 2023 Wine Tasting Invoice                                 | 9,309.17            |
| 2911 | Mark Ambrose                              | Petty Cash replenishment                                  | 273.05              |
| 2912 | Ryne Gilliam                              | 2023 Boot Allowance                                       | 200.00              |
| 2913 | Lowery's                                  | Photocopy Charges May 2023                                | 378.82              |
| 2914 | EOR Canada Inc.                           | Fisherman's Park West Phase 2                             | 5,389.26            |
| 2915 | Everguard Fire and Safety                 | Fire Extinguisher Inspection/Replacement                  | 214.36              |
| 2916 | Northern Turf Equipment                   | Chain Oil   | 49.70               |
| 2917 | Premier Printing Ltd.                     | 2022 Annual Report Printing                               | 12,548.65           |
| 2918 | Shout Media                               | WooCommerce Purchasing Table for LRCA webstore (Annual Ch | 254.25              |
| 2919 | Thunder Bay Broom & Chemicals             | Supplies for Office, CAs                                  | 423.01              |
|      |   |   | <u>55,231.29</u>    |
| PA   | Payroll and Per Diems                     |   | 82,724.38           |
| PA   | Royal Bank Group Retirement RRSP and TFSA |   | 2,480.76            |
| PA   | RWAM and Lifeworks Benefits               |   | 2,580.85            |
| PA   | Enbridge                                  |   | 662.42              |
| PA   | Synergy North                             |   | 583.04              |
| PA   | Visa Routine Monthly Expenses             |   | 29,724.91           |
| PA   | Banking and Visa Fees                     |   | 949.23              |
| PA   | Postage                                   |   | 565.00              |
| PA   | OMERS May                                 |   | 10,356.24           |
| PA   | GIC Purchase                              |   | 6,000,000.00        |
| PA   | Photocopier Lease                         |   | 286.90              |
|      |   |   | <u>6,130,913.73</u> |
|      |   |   | <u>6,186,145.02</u> |

Chair

Res# \_\_\_\_\_/23

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

| Municipality         | Minor Variance (A) | Consent (B)        | Official Plan | Official Plan/ Zoning By-Law Comprehensive Review | Zoning By-Law (Z) | Subdivisions | Clearances | Reality Services           | Lawyer Inquiries        | Letter of Opinion (Other) | Total     |
|----------------------|--------------------|--------------------|---------------|---|-------------------|--------------|------------|----------------------------|-------------------------|---------------------------|-----------|
| City of Thunder Bay  |                    |                    |               |   |                   |              |            | St. Paul Street            | 1170 Chippewa Road      |                           |           |
|                      |                    |                    |               |   |                   |              |            | 712 Macdonell Street       | 1255 Mountain Road      |                           |           |
|                      |                    |                    |               |   |                   |              |            | 40 Cumberland Street South | 1380 Chippewa Road      |                           |           |
|                      |                    |                    |               |   |                   |              |            | 16 Cumberland Street South | 1260 Highway 61B        |                           |           |
|                      |                    |                    |               |   |                   |              |            | 295 Bay Street             | 1475 Highway 61         |                           |           |
|                      |                    |                    |               |   |                   |              |            | 217 Arthur Street West     | 1271 Broadway Ave       |                           |           |
|                      |                    |                    |               |   |                   |              |            | 242 Red River Road         | 1735 City Road          |                           |           |
|                      |                    |                    |               |   |                   |              |            | 863 Red River Road         | 1935 Neebing Avenue     |                           |           |
|                      |                    |                    |               |   |                   |              |            | 1072 Oliver Road           | 2001 Neebing Avenue     |                           |           |
|                      |                    |                    |               |   |                   |              |            |                            | Roll No 580403010708401 |                           |           |
|                      |                    |                    |               |   |                   |              |            | Roll No 580403010701201    |                         |                           |           |
|                      |                    |                    |               |   |                   |              |            | 137 Mckellar Street N      |                         |                           |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>           | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>9</b>                   | <b>12</b>               | <b>0</b>                  | <b>21</b> |
| Oliver Paipoonge     | A-17-2023*         | 1B/24/21 - Revised | 1B/07/23      |   | ZBLA01-2023       |              |            |                            |                         |                           |           |
|                      |                    | B-16-2023          | 1B/08/23      |   |                   |              |            |                            |                         |                           |           |
| <b>Total</b>         | <b>1</b>           | <b>2</b>           | <b>2</b>      | <b>0</b>  | <b>1</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                   | <b>0</b>                | <b>0</b>                  | <b>6</b>  |
| O'Connor             |                    |                    |               |   | 2023-01           |              |            |                            |                         |                           |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>           | <b>0</b>      | <b>0</b>  | <b>1</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                   | <b>0</b>                | <b>0</b>                  | <b>1</b>  |
| Neebing              |                    |                    |               |   |                   |              |            |                            |                         |                           |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>           | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                   | <b>0</b>                | <b>0</b>                  | <b>0</b>  |
| Shuniah              |                    |                    |               |   |                   |              |            |                            |                         |                           |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>           | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                   | <b>0</b>                | <b>0</b>                  | <b>0</b>  |
| Conmee               |                    |                    |               |   |                   |              |            |                            |                         |                           |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>           | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                   | <b>0</b>                | <b>0</b>                  | <b>0</b>  |
| Gillies              |                    |                    |               |   |                   |              |            |                            |                         |                           |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>           | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                   | <b>0</b>                | <b>0</b>                  | <b>0</b>  |
| Dorion               |                    |                    |               |   |                   |              |            |                            |                         |                           |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>           | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                   | <b>0</b>                | <b>0</b>                  | <b>0</b>  |
| Rural Planning Board |                    | 1B/03/22           |               |   |                   |              |            |                            |                         |                           |           |
|                      |                    | 1B/04/22           |               |   |                   |              |            |                            |                         |                           |           |
| <b>Total</b>         | <b>0</b>           | <b>2</b>           | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                   | <b>0</b>                | <b>0</b>                  | <b>2</b>  |
| <b>Monthly Total</b> | <b>1</b>           | <b>4</b>           | <b>2</b>      | <b>0</b>  | <b>2</b>          | <b>0</b>     | <b>0</b>   | <b>9</b>                   | <b>12</b>               | <b>0</b>                  | <b>30</b> |



Monthly Plan Input/Review and Fill Regulations Administration  
June 1 to 13, 2023

| Municipality         | Minor Variance (A) | Consent (B) | Official Plan | Official Plan/<br>Zoning By-Law<br>Comprehensive | Zoning By-Law (Z) | Subdivisions | Clearances | Reality Services          | Lawyer Inquiries  | Letter of Opinion (Other) | Total    |
|----------------------|--------------------|-------------|---------------|--|-------------------|--------------|------------|---------------------------|-------------------|---------------------------|----------|
| City of Thunder Bay  |                    |             |               |  | Z-09-2022         |              |            | 1181 Golf Links Road      |                   |                           |          |
|                      |                    |             |               |  |                   |              |            | 1725 Highway 61           |                   |                           |          |
|                      |                    |             |               |  |                   |              |            | 71 Algoma Street S        |                   |                           |          |
|                      |                    |             |               |  |                   |              |            | 122 Frederica Street West |                   |                           |          |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>1</b>          | <b>0</b>     | <b>0</b>   | <b>4</b>                  | <b>0</b>          | <b>0</b>                  | <b>5</b> |
| Oliver Paipoonge     |                    |             |               |  |                   |              |            |                           | 3507 Rosslyn Road |                           |          |
|                      |                    |             |               |  |                   |              |            |                           |                   |                           |          |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                  | <b>1</b>          | <b>0</b>                  | <b>1</b> |
| O'Connor             |                    |             |               |  |                   |              |            |                           |                   |                           |          |
|                      |                    |             |               |  |                   |              |            |                           |                   |                           |          |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                  | <b>0</b>          | <b>0</b>                  | <b>0</b> |
| Neebing              |                    |             |               |  |                   |              |            |                           |                   |                           |          |
|                      |                    |             |               |  |                   |              |            |                           |                   |                           |          |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                  | <b>0</b>          | <b>0</b>                  | <b>0</b> |
| Shuniah              |                    |             |               |  |                   |              |            |                           |                   |                           |          |
|                      |                    |             |               |  |                   |              |            |                           |                   |                           |          |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                  | <b>0</b>          | <b>0</b>                  | <b>0</b> |
| Conmee               |                    |             |               |  |                   |              |            |                           |                   |                           |          |
|                      |                    |             |               |  |                   |              |            |                           |                   |                           |          |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                  | <b>0</b>          | <b>0</b>                  | <b>0</b> |
| Gillies              |                    |             |               |  |                   |              |            |                           |                   |                           |          |
|                      |                    |             |               |  |                   |              |            |                           |                   |                           |          |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                  | <b>0</b>          | <b>0</b>                  | <b>0</b> |
| Dorion               |                    |             |               |  |                   |              |            |                           |                   |                           |          |
|                      |                    |             |               |  |                   |              |            |                           |                   |                           |          |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                  | <b>0</b>          | <b>0</b>                  | <b>0</b> |
| Rural Planning Board |                    |             |               |  |                   |              |            |                           |                   |                           |          |
|                      |                    |             |               |  |                   |              |            |                           |                   |                           |          |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                  | <b>0</b>          | <b>0</b>                  | <b>0</b> |
| <b>Monthly Total</b> | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>1</b>          | <b>0</b>     | <b>0</b>   | <b>4</b>                  | <b>1</b>          | <b>0</b>                  | <b>6</b> |



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

Year: 2023

| Permit # | Category    | Fee        | Applicant Name             | Municipality                     | Subject Property Address  | Type of Work                                  | Key Dates     |               |                      |                     |              |
|----------|-------------|------------|----------------------------|----------------------------------|---------------------------|---|---------------|---------------|----------------------|---------------------|--------------|
|          |             |            |                            |                                  |                           |   | Rec'd at LRCA | Permit Issued | Days to Issue Permit | Reason for Timeline | Approved by: |
| #1/23    | Standard    | \$300.00   | Debra Reith                | Municipality of Shuniah          | 99 West Loon Road         | Cottage Re-Construction                       | 9/1/2023      | 12/01/23      | 4                    |                     | Staff        |
| #2/23    | Standard    | \$300.00   | Tim Van Reenen             | City of Thunder Bay              | 1560 Riverdale Road       | House, Garage & Fill Placement                | 12/1/2023     | 13/01/23      | 1                    |                     | Staff        |
| #3/23    | Standard    | \$600.00   | Skylar Hendrickson         | Municipality of Oliver Paipoonge | 5200 Dawson Road          | Dwelling Addition                             | 9/2/2023      | 10/02/23      | 1                    |                     | Staff        |
| #4/23    | Standard    | \$300.00   | Alex Hitback               | City of Thunder Bay              | 1281 Central Ave          | Dwelling & Fill Placement                     | 13/2/2023     | 14/02/23      | 1                    |                     | Staff        |
| #5/23    | Standard    | \$300.00   | Josh Busniuk               | Municipality of Oliver Paipoonge | 3336 Hwy 130              | Driveway Construction - Fill and Site Grading | 23/2/23       | 06/03/23      | 12                   |                     | Staff        |
| #6/23    | Standard    | \$300.00   | Craig Pylypochuk           | City of Thunder Bay              | 2854 Dawson Road          | Garage Construction                           | 6/3/2023      | 10/03/23      | 5                    |                     | Staff        |
| #7/23    | Standard    | \$1,000.00 | Thunder Valley Development | Municipality of Oliver Paipoonge | 325-50 Hwy 130            | Fill Placement for Parking Lot Expansion      | 13/3/2023     | 14/03/23      | 1                    |                     | Staff        |
| #8/23    | Standard    | NA         | City of Thunder Bay        | City of Thunder Bay              | Youge Street at Kam River | Bank Repair                                   | 4/4/2023      | 06/04/23      | 2                    |                     | Staff        |
| #9/23    | Standard    | \$300.00   | Derek Gascoigne            | City of Thunder Bay              | 3028 Alice Ave            | Garage Construction                           | 6/4/2023      | 18/04/23      | 12                   |                     | Staff        |
| #10/23   | Standard    | \$300.00   | Pierre Gagne Contracting   | City of Thunder Bay              | 490 Maureen St            | Dredging-Midcontinent Terminal                | 21/4/2023     | 24/04/23      | 3                    |                     | Staff        |
| #11/23   | Standard    | \$300.00   | Enbridge Gas Inc           | Municipality of Oliver Paipoonge | Veley Lane                | Gas Main Extension                            | 21/4/2023     | 25/04/23      | 4                    |                     | Staff        |
| #12/23   | Small Works | \$150.00   | Wally Peterson             | City of Thunder Bay              | Marina Park, Pool 6       | Fill Placement                                | 10/5/2023     | 15/05/23      | 5                    |                     | Staff        |
| #13/23   | Standard    | \$300.00   | Dana Yacuk                 | Municipality of Oliver Paipoonge | S. of 955 Hwy 130 Lot     | Fill Placement                                | 11/5/2023     | 17/05/23      | 6                    |                     | Staff        |
| #14/23   | Standard    | \$300.00   | Gerald Gosselin            | City of Thunder Bay              | 111 Herrick Place         | Deck Addition                                 | 17/05/23      | 24/05/23      | 8                    |                     | Staff        |
| #15/23   | Large       | \$600.00   | Rudolf Novak               | City of Thunder Bay              | 734 Fieldstone Place      | House and Fill                                | 19/05/23      | 29/05/23      | 10                   |                     | Staff        |
| #16/23   | Standard    | \$300.00   | Tiffany Holmwood           | Municipality of Oliver Paipoonge | 339 Mud Lake Road         | Garage & Fill Placement                       | 1/6/2023      | 05/06/23      | 4                    |                     | Staff        |
| #17/23   | Standard    | \$300.00   | Rob Frattaroli             | Municipality of Shuniah          | 226 Bass Lake Road        | Site Grading, Rock Placement & Garage         | 6/6/2023      | 06/06/23      | 1                    |                     | Staff        |
| #18/23   | Standard    | NA         | City of Thunder Bay        | City of Thunder Bay              | 2031 Loch Lomond Rd       | Culvert Replacement                           | 1/6/2023      | 06/06/23      | 5                    |                     | Staff        |
| #19/23   | Small Works | \$150.00   | Diane Mehagan              | Municipality of Shuniah          | 3500 Hwy 11-17            | Dock Reconstruction                           | 31/5/2023     | 08/06/23      | 6                    |                     | Staff        |
| #20/23   | Standard    | \$300.00   | Joe Sgambelluri            | City of Thunder Bay              | 817 Toms Road             | Garage  | 7/6/2023      | 08/06/23      | 1                    |                     | Staff        |
| #21/23   | Standard    | \$300.00   | Thunder Bay Terminals      | City of Thunder Bay              | 375 Island Dr.            | Dredging                                      | 31/5/2023     | 09/06/23      | 9                    |                     | Staff        |



***Monthly Project Update***

|                     |                        |
|---------------------|------------------------|
| <b>MEETING DATE</b> | June 21, 2023          |
| <b>STAFF NAME</b>   | Ryan Mackett           |
| <b>POSITION</b>     | Communications Manager |

Children’s Water Festival

The 2023 Lakehead Children’s Water Festival was held on June 6, 7, and 8 at the LRCA Administrative Office. A total of 317 students from 8 different schools participated in the Water Festival. This event is one of the LRCA’s signature events and was once again extremely well-received by the teachers and parents that attended with their classes this year. Outside organizations that assisted with the delivery of activity centres were the City of Thunder Bay, Ontario Power Generation, Lakehead University, Confederation College – Let’s Talk Science program, and the Thunder Bay Indigenous Friendship Centre. The Water Festival is sponsored by Ontario Power Generation (\$5,000 contribution); additionally, the City of Thunder Bay pays for the school bus charters covering off bussing costs.

Over the last few years, the Water Festival has occurred during the month of June, however historically it was always a September event. Staff have made the decision to move the 2024 Lakehead Children’s Water Festival back to September, to accommodate workplans as well as in consideration of the months of May and June being the Education Coordinator’s busiest months with school bookings.

Hazelwood Lake Family Fun Day

The LRCA has cancelled Hazelwood Lake Family Fun Day, which was set to occur on Sunday, July 23, 2023, due to several high-profile exhibitors not being able to attend, as well as staff capacity.

Silver Harbour Day

Silver Harbour Day, in collaboration with the Municipality of Shuniah, will occur on Saturday, August 26, 2023. The event itinerary is still very much tentative, however a falconry demonstration from Thunderbird Raptor Rescue is scheduled, the Canada Coast Guard will be in attendance (emergencies permitting), as well as several MNRF representatives (Fire, Bear, Fish, Enforcement), and more. Staff will also be showcasing the new dive park access and provide education on the soon to be installed pay-and-display unit.



**Monthly Project Update**

|                     |                   |
|---------------------|-------------------|
| <b>MEETING DATE</b> | June 21, 2023     |
| <b>STAFF NAME</b>   | Melissa Hughson   |
| <b>POSITION</b>     | Watershed Manager |

Water and Erosion Control Infrastructure (WECI) Program 2023-2024

LRCA staff have received a Transfer Payment Agreement with the Ministry of Natural Resources and Forestry to complete the Neebing McIntyre Floodway Integrity Study this year. The 2023-2024 Water and Erosion Control Infrastructure (WECI) funding will provide 50% of costs eligible under the program to complete the study. LRCA was approved for up to \$95,000.00 of the estimated \$190,000.00 to complete the project.

The Floodway Integrity Study is completed every 10 years to help inform capital planning of the Neebing-McIntyre Floodway. The last study was completed in 2013/2014.

Bathing Beach Sampling

Staff have begun bathing beach sampling at Hazelwood Lake and Mission Island Marsh Conservation Areas under the Thunder Bay District Health Unit’s Beach Program. Between June 1st and August 31st, staff will sample weekly. As part of the operation of the bathing beach area, the water is tested to ensure swimmers are advised of current swimming conditions. High levels of *E. coli* in recreation water may cause health related problems in swimmers. Staff will post an Advisory at the beach when warranted, per the Bathing Beach Protocol. The last Advisory posted at Hazelwood occurred in 2007. Sampling at Mission Island Marsh was discontinued in 2009 but resumed in 2022 due to the increased recreational usage in the area.

Cyanobacteria Monitoring

Cyanobacteria (previously known as blue-green algae) monitoring, sampling, and cyanotoxin testing will be conducted weekly as part of the Beach Bathing Program from July 17 to August 14, 2023. LRCA’s program began in 2022 and will continue in 2023 as a protective measure to better understand the presence of cyanobacteria within four of our Conservation Areas, (Mission Island Marsh, Hazelwood Lake, Silver Harbour and Hurkett Cove). Cyanobacteria are microorganisms that can cause harmful algal blooms that can result in ill-effects ranging from skin-itch, to nausea, and even death in severe cases for humans and animals exposed to cyanotoxins during these blooms. Understanding the presence and patterns in which cyanobacteria occurs within our Conservation Areas is essential for the protection of visitors and their pets. The project encompasses two methods for testing and identifying cyanobacteria: the Eurofins Algal Toxin (Microcystins) Recreational Water Test Strips Kit and a micrology assessment conducted by Blue

Green Labs. Any observations or positive test results are reported to the Spills Action Center online or by phone. Increasing monitoring and public awareness provides a significant step in developing better communication and dissemination of water-related issues to the public.

#### Lake Superior Partnership Working Group

LRCA staff including the CAO, Watershed Manager, Watershed Stewardship Technician and the Environmental Planner attended the Lake Superior Partnership Working Group held in Thunder Bay this year. The working group consists of members with a vested interest in Lake Superior from both sides of the border including representatives from agencies such as Environment and Climate Change Canada (ECCC), US Environmental Protection Agency, MNRF, MECP, LRCA, Sault Ste. Marie Region Conservation Authority, Great Lakes Indian Fish and Wildlife Commission, Fort William First Nation, Wisconsin and Minnesota Departments of Natural Resources, USGS, etc. There were approximately 30 people in physical attendance from Ontario, Minnesota and Wisconsin; discussions related to the Lake Wide Action Management Plan (LAMP) including the status of action items, issues and obstacles as well as future activities. LRCAs Environmental Planner, Michelle Willows, presented the LRCAs work with Lakehead University regarding research and monitoring of cyanobacteria (algal blooms) on LRCAs properties. The meeting provided an opportunity for the LRCA to meet with funding partners including MECP and ECCC and discuss current projects (e.g., stewardship at Fisherman's Park West) as well as availability of future funding.

#### Neebing-McIntyre Floodway Annual Inspection Tour

The annual Neebing-McIntyre Floodway inspection tour is scheduled with the City of Thunder Bay's engineering division for the end of the month. The inspection takes place annually in accordance with the Neebing-McIntyre Floodway Agreement between the City of Thunder Bay and the LRCA. The onsite meeting consists of an inspection of the main features of the system, (i.e., diversion structure, diversion channel, sections of the floodway moving east from Balmoral Street to the outlet at Lake Superior, etc.). The purpose of the tour is to identify and discuss any issues/concerns requiring attention to ensure the Floodway continues to operate as designed. The annual inspection also aids in preparation of the Operation, Maintenance and Surveillance Plan completed yearly.