



**February LRCA Board Meeting**  
 Lakehead Region Conservation Authority  
 130 Conservation Road/Microsoft Teams  
 Feb 28, 2024 4:30 PM - 6:00 PM EST

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**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

THAT: the Agenda be adopted as published.

**3. DISCLOSURE OF INTEREST**

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THAT: the Minutes of the Lakehead Region Conservation Authority 70th Annual Meeting held on Wednesday, January 31, 2024 be adopted as published.

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**5. IN-CAMERA AGENDA**

No In-Camera Meeting will be held.

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

None.

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**13. NEW BUSINESS**

**14. NEXT MEETING**

Wednesday, March 27, 2024 at 4:30 p.m.

**15. ADJOURNMENT**

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



## **70th Annual LRCA Board Meeting Minutes**

Lakehead Region Conservation Authority

January 31, 2024 at 4:30 p.m.

130 Conservation Road/Microsoft Teams

### **Members Present:**

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

### **Members Present (Remote):**

Greg Johnsen, Jim Vezina

### **Also Present:**

Tammy Cook, Chief Administrative Officer

Mark Ambrose, Finance Manager

Ryne Gilliam, Lands Manager

Melissa Hughson, Watershed Manager

Ryan Mackett, Communications 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: #1/24**

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

## **3. DISCLOSURE OF INTEREST**

None.

## **4. ELECTION OF OFFICERS**

Members were provided with Staff Report-01-2024 related to the annual election for Chair and Vice-Chair. It was noted that the Minister of the Ministry of Natural Resources and Forestry

had granted an exception (in response to the Authority's request) that permitted the current Chair to continue in the position if so elected.

As outlined in the Administrative By-Law, Tammy Cook, CAO, assumed the position of Chair for the purpose of the election of the Chair and Vice-Chair.

Per the Administrative By-Law, the Chair, Vice-Chair and CAO are the signing officers and Conservation Ontario representatives until the 2025 Annual General Meeting.

#### **4.1. APPOINTMENT OF SCRUTINEERS**

In the event of an election, members appointed Mark Ambrose, Finance Manager and Ryan Mackett, Communications Manager as scrutineers.

***THAT:** Mark Ambrose, Finance Manager and Ryan Mackett, Communications Manager, be appointed as scrutineers of the Lakehead Region Conservation Authority 2024 elections.*

#### **Motion: #2/24**

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

#### **4.2. ELECTION OF AUTHORITY CHAIR**

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

Grant Arnold nominated Donna Blunt for the position of Chair.

Nominations for the position of Chair were called three times.

Donna Blunt agreed to let her name stand.

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

#### **Motion: #3/24**

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

***THAT:** Donna Blunt is appointed as Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2025.*

#### **Motion: #4/24**

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

#### **4.3. ELECTION OF AUTHORITY VICE-CHAIR**

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

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

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

Jim Vezina agreed to let his name stand.

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

**Motion: #5/24**

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

***THAT:** Jim Vezina is appointed as Vice-Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2025.*

**Motion: #6/24**

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

**4.4. BALLOTS**

Since both the Chair and Vice-Chair were acclaimed, there was no election; therefore, no motion was required to destroy ballots.

**5. MINUTES OF PREVIOUS MEETING**

***THAT:** the Minutes of the Lakehead Region Conservation Authority Tenth Regular Meeting held on Wednesday, November 29, 2023 be adopted as published.*

**Motion: #7/24**

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

**6. APPOINTMENT OF AUDITORS – 2024**

***THAT:** the audit firm of Grant Thornton Thunder Bay LLP is appointed as auditors of the Lakehead Region Conservation Authority for the year 2024.*

**Motion: #8/24**

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

**7. APPOINTMENT OF SOLICITORS – 2024**

***THAT:** the legal firm of McKittricks is appointed as solicitors of the Lakehead Region Conservation Authority for the year 2024.*

**Motion: #9/24**

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

**8. APPOINTMENT OF AUTHORITY BANK – 2024**

***THAT:** the Royal Bank of Canada, Business Centre is appointed as the bank with which the Lakehead Region Conservation Authority will conduct its financial business during 2024.*

**Motion: #10/24**

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

**9. BORROWING RESOLUTION**

***THAT:** Whereas it may be necessary for the Lakehead Region Conservation Authority (herein under referred to as the "Authority") to borrow a sum not to exceed in the aggregate, Four Hundred Thousand Dollars (\$400,000) required for its purposes in the year 2024, until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities designated as such under the Conservation Authorities Act, R.S.O. 1990, Chapter C.27,*

**BE IT THEREFORE RESOLVED:**

***THAT:** the Authority may borrow from a bank, the sum not to exceed in the aggregate Four Hundred Thousand Dollars (\$400,000) necessary for its purposes in the year 2024, on the promissory note or notes of the Authority until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities.*

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

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

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

**Motion: #11/24**

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

## **10. IN-CAMERA AGENDA**

No In-Camera meeting was held.

## **11. BUSINESS ARISING FROM PREVIOUS MINUTES**

None.

## **12. CORRESPONDENCE**

### **12.1. 2024 Conservation Ontario Pass Program**

It was noted that the 2024 Conservation Ontario Pass Program was available to current Conservation Authority Staff and Board Members for one calendar year.

### **12.2. Letter from MNRF, Minister's Direction extending freezing of Conservation Authority fees into 2024**

Correspondence received from MNRF related to the Minister's Direction extending freezing of Conservation Authority Development Regulation and Plan Review fees until December 31, 2024 was noted.

## **13. STAFF REPORTS**

### **13.1. 2023 Digital Engagement Update**

Members reviewed and discussed Staff Report COMREL-01-2024 summarizing the 2023 Website and Social Media activities.

*THAT: Staff Report No. COMREL-01-2024 be received for information.*

#### **Motion: #12/24**

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

### **13.2. Environmental Education Program 2023 Summary**

Members reviewed and discussed Staff Report ENVEDU-01-2024 summarizing the 2023 LRCA Environmental Education Program.

*THAT: Staff Report ENVEDU-01-2024 be received for information.*

#### **Motion: #13/24**

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



### **13.3. Narrow-leaved Cattail at Hurkett Cove Conservation Area**

Members reviewed and discussed Staff Report STEW-01-2024 related to the Narrow-leaved Cattail at Hurkett Cove Conservation Area.

*THAT: Staff Report STEW-01-2024 be received.*

#### **Motion: #14/24**

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

### **13.4. Strategic Plan Summary**

Members reviewed and discussed Staff Report STRAT-01-2024 summarizing the Strategic Plan activities in 2023.

*THAT: Staff Report STRAT-01-2024 be received.*

#### **Motion: #15/24**

Motion moved by Brian Kurikka and motion seconded by Robert Beatty. **CARRIED.**

### **13.5. Development Regulations 2023 Summary**

Members reviewed and discussed Staff Report DEVREG-01-2024 which summarized the 2023 Development Regulations Program.

*THAT: Staff Report DEVREG-01-2024 be received.*

#### **Motion: #16/24**

Motion moved by Robert Beatty and motion seconded by Brian Kurikka. **CARRIED.**

### **13.6. Plan Input and Review 2023 Summary**

Members reviewed and discussed Staff Report PIR-01-2024 which summarized the 2023 Plan Input and Review Program.

*THAT: Staff Report PIR-01-2024 be received.*

#### **Motion: #17/24**

Motion moved by Rudy Buitenhuis and motion seconded by Robert Beatty. **CARRIED.**

### **13.7. Flood Forecasting and Warning Program 2023 Summary**

Members reviewed and discussed Staff Report FLFOR-01-2024 which summarized the 2023 Flood Forecasting and Warning Program.

*THAT: the Staff Report FLFOR-01-2024 be received.*

#### **Motion: #18/24**

Motion moved by Robert Beatty and motion seconded by Rudy Buitenhuis. **CARRIED.**

### **13.8. Neebing-McIntyre Floodway 2023 Summary**

Members reviewed and discussed Staff Report NMFC-01-2024 which summarized the 2023 Neebing-McIntyre Floodway Program.

*THAT: Staff Report NMFC-01-2024 be received.*

#### **Motion: #19/24**

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

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

### **14.1. Monthly Treasurer's Report - November and December**

Members were provided with the monthly Treasurer's Report for November and December's 2023 Administration and Capital.

### **14.2. 2023 Investment Summary**

Members reviewed and discussed Staff Report FIN-04-2024 which summarized the Authority's 2023 investments.

*THAT: the Staff Report FIN-04-2024 be received.*

#### **Motion: #20/24**

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

### **14.3. 2023 Donation Summary**

Members reviewed and discussed Staff Report FIN-05-2024 which summarized the donations that the Authority received in 2023.

*THAT: Staff Report FIN-05-2024 be received.*

**Motion: #21/24**

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

**14.4. 2024 Fee Schedule Review**

Members reviewed and discussed Staff Report FIN-06-2024 related to the 2024 Fee Schedule. It was noted that per the Minister's Direction prohibiting changing fees to Plan Review and Development Regulations fees, no changes were made to those Fee Schedules. Changes made included adding new available merchandise and wording changes to clarify services provided in the Education Program.

*THAT: the 2024 Fee Schedule be adopted.*

**Motion: #22/24**

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

**14.5. Conservation Authorities Act - Final Progress Report**

Members reviewed and discussed Staff Report CORP-02-2024 related to the *Conservation Authorities Act* Final Progress Report. It was noted that the Inventory of Programs was updated to remove Ice Management as a Program Area and to update the estimated Program costs.

*THAT: Staff Report CORP-02-2024: Conservation Authorities Act Final Progress Report be received AND FURTHER THAT the Final Progress Report and Version 4.0 of the Inventory of Programs be approved.*

**Motion: 23/24**

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

**14.6. Lakehead Coastal Resilience Management Plan Pilot Project Funding Application**

Members reviewed and discussed the Lakehead Coastal Resilience Management Plan Pilot Project Funding Application that was submitted in conjunction with other Great Lakes Conservation Authorities and Conservation Ontario.

*THAT: the Board of Director's support the Lakehead Region Conservation Authority's application in conjunction with Conservation Ontario to Natural Resources Canada Climate Resilient Coastal Communities Program AND FURTHER THAT the matching 25% funding will be acquired from the Risk of Natural Hazard Deferred Fund and in-kind contributions AND FURTHER THAT if the application is successful the CAO and Chair are authorized to enter into a Grant Agreement for the 'Lakehead Coastal Resilience Management Plan Pilot Project'.*

**Motion: #24/24**

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

**14.7. June Board Meeting Date and 2024 Christmas Closure**

Members reviewed and discussed Staff Report CORP-04-2024 related to moving the June 26, 2024 Authority Meeting as it conflicted with another Meeting, and the closing of the Administrative Office on December 23, 2024.

*THAT: the June 2024 Board Meeting date be moved to June 27, 2024.*

**Motion: #25/24**

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

*THAT: the Administrative Office will be closed December 23, 2024.*

**Motion: #26/24**

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

**15. PASSING OF ACCOUNTS**

*THAT: having examined the accounts for the period November 1, 2023 to November 30, 2023 cheque #3064 to #3098 for \$79,138.39 and preauthorized payments of \$128,775.32 for a total of \$207,913.71, we approve their payment.*

**Motion: #27/24**

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

*THAT: having examined the accounts for the period December 1, 2023 to December 31, 2023 cheque #3099 to #3130 for \$62,527.55 and preauthorized payments of \$131,534.10 for a total of \$194,061.65, we approve their payment.*

**Motion: #28/24**

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

**16. REGULATORY ROLE**

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

## **17. PROJECTS UPDATE**

### **17.1. Communications Manager Projects Update**

Members were provided with the Communication Manager projects update.

### **17.2. Lands Manager Projects Update**

It was noted that Field Staff have cut two sections of the bed of the Neebing-McIntyre Floodway Diversion Channel in order to maintain the capacity of the Channel.

Members were advised that a new entrance sign that was made by Authority Staff was installed at Mackenzie Point Conservation Area.

It was noted that a new Accessibility for Ontarians with Disabilities (AODA) outhouse had been installed at Cascades Conservation Area, which was partially funded by Northern Ontario Heritage Fund Corporation (NOHFC).

### **17.3. Watershed Manager Projects Update**

It was noted that the January 15, 2024 snow surveys indicated that the snow survey locations were below average for snow depth and water content, when compared to the historical averages for January 15.

It was noted that on January 3, 2024 a Level II low water advisory was declared as received precipitation ranged between 40-60% of the average for the previous three months.

## **18. NEW BUSINESS**

Members were advised that Tammy Cook, CAO, has joined the following Committees: Ontario Resource Centre for Climate Adaptation (ORCCA) Steering Committee, External Advisory Committee, Natural Resources Management - Lakehead University, TD Friends of the Environment Foundation and Ontario Hydrometric Program Cooperative Committee (OHPCC) in Relation to the Canada-Ontario Agreement on Hydrometric Monitoring. Additionally, the CAO enrolled in a Municipal Law Course through the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO).

## **19. NEXT MEETING**

The next meeting will be held on Wednesday February 28, 2024 at 4:30 p.m.

**20. ADJOURNMENT**

*THAT: the time being 5:34 p.m. AND FURTHER THAT we have no further business we adjourn.*

**Motion: #29/24**

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

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Chair

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Chief Administrative Officer

**From:** [ca.office \(MNRF\)](#)  
**To:** [dheinbuck@abca.ca](#); [kfurlanetto@crca.ca](#); [generalmanager@catfishcreek.ca](#); [cdarling@cloca.com](#); [quentin.hanchard@cvc.ca](#); [tim.pidduck@crowealloy.com](#); [tbyrne@erca.org](#); [llalberte@grca.on.ca](#); [slawson@grandriver.ca](#); [t.lanthier@greysauble.on.ca](#); [hbasit@hrca.on.ca](#); [Lisa.Burnside@conservationhamilton.ca](#); [mmajchrowski@kawarthaconservation.com](#); [elizabeth@kettlecreekconservation.on.ca](#); [r.baldwin@lsrca.on.ca](#); [Tammy Cook](#); [jmaxwell@lprca.on.ca](#); [mark.peacock@lvca.ca](#); [Rhonda.bateman@lrc.on.ca](#); [pbeard@mvca.on.ca](#); [David Vallier](#); [smcintyre@mvc.on.ca](#); [csharma@npca.ca](#); [Carl Jorgensen](#); [chitra.gowda](#); [dhevenor@nvca.on.ca](#); [jsmith](#); [bmcnevin@quinteconservation.ca](#); [richard.pilon@rrca.on.ca](#); [sommer.casgrain-robertson@rvca.ca](#); [E.Downing@SVCA.ON.CA](#); [Corrina Barrett](#); [cbickerdike@nation.on.ca](#); [kphillips@scrca.on.ca](#); [jmackenzie@trca.on.ca](#); [annett@thamesriver.on.ca](#); [acoleman@conservationontario.ca](#); [bhorner@abca.ca](#)  
**Cc:** [Keyes, Jennifer \(MNRF\)](#); [ca.office \(MNRF\)](#)  
**Subject:** Update: Regulation of Development for the Protection of People and Property from Natural Hazards in Ontario – Ministry of Natural Resources and Forestry  
**Date:** February 16, 2024 3:49:23 PM

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*\*This message is being sent on behalf of Jennifer Keyes, Director, Resources Planning and Development Policy Branch, MNRF\**

Good afternoon:

I am writing to inform you of the proclamation of provisions of the *Conservation Authorities Act* (the act), as well as the approval of Ontario Regulation (O. Reg.) 41/24: Prohibited Activities, Exemptions and Permits, and amendments to O. Reg. 686/21: Mandatory Programs and Services made under the act, all of which come into effect on April 1, 2024. This updated legislative framework and regulations will clarify and streamline regulatory requirements to focus on natural hazards and public safety and provide greater transparency in the permitting process.

I would like to acknowledge the ongoing efforts of conservation authorities in implementing these much-needed changes.

### **Legislative proclamations**

The amendments to the act that have been proclaimed to come into effect on April 1, 2024, including provisions regarding:

- Appeals of permit related fees to the Ontario Land Tribunal (OLT).
- Setting out the prohibited activities in the act instead of in individual conservation authority specific regulations, and enabling exceptions to the prohibitions.
- The issuance of permits by a conservation authority, including appeals to the OLT regarding permitting decisions, requests that the Minister of Natural Resources and Forestry (the minister) review a conservation authority permit decision, and appeals to the OLT if a decision is not made by a conservation authority within 90-days.
- Minister's orders directing a conservation authority not to issue a permit and, and where such an order is made, enabling the minister to issue a permit in the place of a conservation authority.
- Mandatory requirement for conservation authorities to issue permits where a minister's order has been made under section 34.1 or 47 of the *Planning Act* (continues the approach currently in effect).
- Updated enforcement powers and offence provisions under the act, including updated provisions for the appointment of officers, stop work orders and

increased penalties.

### **New regulation for the protection of people and property from natural hazards**

Effective April 1, 2024, O. Reg. 41/24: Prohibited Activities, Exemptions and Permits sets out details on: prohibited activities and areas where a conservation authority permit is required, exemptions from a permit for certain low-risk activities, the process for applying for a conservation authority permit, and service requirements for conservation authorities in reviewing permit applications. The new regulation will apply to all conservation authorities and the existing 36 conservation authority-specific regulations (“Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses”) and the regulation governing their contents (O. Reg. 97/04) will be revoked. This new regulation will ensure clear and consistent requirements for conservation authorities and permit applicants while still addressing local differences. Amendments to O. Reg. 686/21: Mandatory Programs and Services, also in effect April 1, 2024, prescribes requirements for conservation authorities to prepare an annual report that outlines statistics on permits, including reporting on their level of compliance with the requirements set out in O. Reg. 41/24.

### **New regulation setting out rules of conduct in Conservation Areas**

Effective April 1, 2024, [O. Reg. 668/21: Rules of Conduct in Conservation Areas](#) comes into effect, and the conservation authority specific regulations will be revoked. This single regulation sets out the rules of conduct in conservation areas across the province. This new regulation generally maintains the requirements formerly set out in the individual regulations with some minor updates and re-numbering. The Ministry is also proposing amendments to Regulation 950: Proceedings Commenced by Certificate of Offence under the *Provincial Offences Act* to update the short form wordings to reflect the new regulation, and will be in contact regarding those updates in the upcoming weeks.

A decision notice is now available at the Environmental Registry of Ontario, posting #019-2927: [Proposed updates to the regulation of development for the protection of people and property from natural hazards in Ontario](#).

The new and updated regulations will be published on e-laws in the coming days and a webinar will take place during the week of March 4<sup>th</sup> for conservation authorities and Conservation Ontario, for which you will be receiving an invitation shortly.

If you have any questions, please reach out to the Ministry of Natural Resources and Forestry at [ca.office@ontario.ca](mailto:ca.office@ontario.ca). I look forward to working with you to implement these changes.

Sincerely,

Jennifer Keyes

Director, Resources Planning and Development Policy Branch

Ministry of Natural Resources and Forestry

[ca.office@ontario.ca](mailto:ca.office@ontario.ca)



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<b>PROGRAM AREA</b>	CONSERVATION AREAS	<b>REPORT NO.</b>	CONAREA-01-2024
<b>DATE PREPARED</b>	January 26, 2024	<b>FILE NO.</b>	
<b>MEETING DATE</b>	February 28, 2024		
<b>SUBJECT</b>	Conservation Areas Survey		

**RECOMMENDATION**

Suggested Resolution

“**THAT:** Staff Report CONAREA-01-2024 be received.”

**LINK TO STRATEGIC PLAN (2023-2027)**

*Conserve and Sustain:*

- *Engage stakeholders, the environmental community, and our watershed residents in a collective effort to protect, restore, and enhance our local environment through stewardship programs, strategies, and best management and sustainable practices.*
- *Manage land holdings through systemic evaluations, inventories, and strategies.*

*Connect and Explore:*

- *Provide spaces, opportunities, and experiences that focus on physical and mental well-being through a connection to the land.*
- *Engage diverse stakeholders through effective communication, outreach, and education initiatives.*
- *Manage and enhance recreational areas for current and future generations through robust land management, efficient maintenance programs, and reinvestment in the land.*

**EXECUTIVE SUMMARY**

As part of soliciting public input related to the creation of the mandated Conservation Area Strategy, the LRCA conducted a survey to collect feedback from users of the areas. The survey was live for 31 days from November 8 to December 8, 2023, and resulted in 866 completed responses. All responses were reviewed and categorized into 14 themes. A full report (attached) was prepared outlining the received feedback and presents potential actions that could be taken by the LRCA to address the recommendations. Staff will use the information in the development of the Conservation Areas Strategy, which will be presented to the Board for consideration at a later date.

## **DISCUSSION**

As outlined in Ontario Regulation 686/21: Mandatory Programs and Services, every Conservation Authority must prepare a Conservation Area Strategy by December 31, 2024. In order to solicit public opinions and recommendations related to Conservation Areas, the LRCA developed a visitor survey to gather data on how visitors use the Conservation Areas. The data collected from the Conservation Areas Survey will be incorporated, as warranted, into the Conservation Area Strategy and will be used to refine assumptions used in the annual Traffic Counter Report related to visitor use.

The Conservation Areas Survey was a success, receiving a total of 866 completed surveys. A total of 55 percent (478) of the survey participants indicated that they purchase an Explore Pass annually, and the average number of years purchased consecutively was 2.8. Survey participants provided feedback on both weekly visits and monthly visits to the LRCA's Conservation Areas. The average visitor will visit a Conservation Area 1.8 times per week, and based on the average yearly visits to each Conservation Area an Explore Card purchaser visits the Conservation Areas 39 times per year. The results of the survey indicated that on average there are 2.3 people per vehicle when visiting the conservation areas.

Recommendations and comments were assessed and broken down into 14 different general themes, with potential LRCA actions provided in the full report for each theme (see attached report). The themes ranked from most comments to least comments were:

1. Trail marking and signage
2. Garbage
3. Dogs
4. Washrooms
5. Trail maintenance
6. Enforcement
7. Parking
8. Amenities
9. Rest areas
10. More trails
11. Programs
12. Conservation Area advertising
13. Accessibility

## **FINANCIAL IMPLICATIONS**

To generate interest in the Survey, the LRCA put together a prize pack for a draw. The concept was that visitors would fill out a survey for a chance to win the prize pack. The LRCA advertised the survey and the prize pack on established social media platforms, Facebook and Instagram. The prize pack included an Explore Pass, t-shirt, water bottle, field notebook, two stickers, and a pin, an estimated value of \$100. The post was boosted on Facebook by \$50 to reach a larger demographic online. The total cost of the project was \$150.

## CONCLUSION

The CAS was successful in gathering invaluable data about how the LRCA’s Conservation Areas are being utilized. The data will guide future decision-making and assist the LRCA in establishing goals and objectives for the Conservation Area Strategy. It is recommended to conduct a survey every five years, as part of the update to the Conservation Areas Strategy.

## BACKGROUND

In compliance with the *Conservation Authorities Act*, Ontario Regulation 686/21, Section 9(1) and 10(2), the Lakehead Region Conservation Authority (LRCA) is required to prepare a Conservation Area Strategy by December 31, 2024.

*Section 9(1) Programs and services provided by an authority with respect to the conservation and management of lands under subparagraph 1 ii of subsection 21.1 (1) of the Act shall include the following:*

- 1. A conservation area strategy, prepared on or before December 31, 2024, for all lands owned or controlled by the authority, including any interests in land registered on title, that meets the requirements set out in section 10.*

*Section 10(2): The authority shall ensure stakeholders and the public are consulted during the preparation of the conservation area strategy in a manner that the authority considers advisable.*


The Conservation Area Strategy strives to provide an efficient, transparent, and inclusive approach for the long-term management of conservation areas and lands owned by the LRCA. The document is intended to outline conservation area-related objectives, mandatory and non-mandatory programs and services, natural heritage management, land uses, and procedures for stakeholder and public engagement in the decision-making process. The data collected from the CAS will be incorporated, as warranted, into the Conservation Area Strategy as a component of the public consultation process.

## REFERENCE MATERIAL ATTACHED

Conservation Areas Survey Report 2023

**PREPARED BY:** Michelle Willows, Environmental Planner

**REVIEWED BY:** Ryne Gilliam, Lands Manager

THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer	DATE: February 21, 2024
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**LAKEHEAD REGION**  
CONSERVATION AUTHORITY

# Conservation Areas Survey Results 2023

PREPARED BY:

Michelle Willows (Environmental Planner)

## EXECUTIVE SUMMARY

The Lakehead Region Conservation Authority (LRCA) developed a visitor survey to gather data on how visitors use the Conservation Areas. The results will assist in refining the Traffic Counter results, by verifying some assumptions about visitor use. Further, the Conservation Areas Survey (CAS) will contribute to the LRCA's public consultation process for the Conservation Areas Strategy. The data collected from the CAS will be incorporated, as warranted, into the Conservation Area Strategy.

The CAS was a success, receiving a total of 866 completed surveys. A total of 55 percent (478) of the survey participants indicated that they purchase an Explore Pass annually, and the average number of years purchased consecutively was 2.8. Further, the results of the survey indicated that on average there are 2.3 people per vehicle when visiting the conservation areas.

Survey participants provided feedback on both weekly visits and monthly visits to the LRCA's Conservation Areas. The average visitor will visit a Conservation Area 1.8 times per week, and based on the average yearly visits to each Conservation Area an Explore Card purchaser visits the Conservation Areas 39 times per year. The results of the survey indicated that on average there are 2.3 people per vehicle when visiting the conservation areas.

The Cascades Conservation Area was the most popular Conservation Area with the highest number of respondents indicating they visit on a weekly or yearly basis. However, in both instances, Mission Island Marsh had a higher sum of yearly visits, as it is often used multiple times per week by users (i.e. respite workers). The most popular activity was hiking, with 82 percent of survey participants indicating this is an activity they enjoy in Conservation Areas. Nature appreciation (66 percent), dog walking (40 percent), photography (33 percent), and birding/bird watching (25 percent) were also popular activities amongst survey participants.

Recommendations and comments were assessed and broken down into 14 different general themes, with potential LRCA actions provided in the report for each theme. The themes ranked from most comments to least comments were:

1. Trail marking and signage
2. Garbage
3. Dogs
4. Washrooms
5. Trail maintenance
6. Enforcement
7. Parking

8. Amenities
9. Rest areas
10. More trails
11. Programs
12. Conservation Area advertising
13. Accessibility
14. Fees.

The CAS was successful in gathering invaluable data about how the LRCA's Conservation Areas are being utilized and recommendations and suggestions from users of the areas. The data will guide future decision-making and assist the LRCA in establishing goals and objectives within the Conservation Area Strategy. It is recommended to conduct a survey every five years, as part of the update to the Conservation Areas Strategy.

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Appendix A: Blank Conservation Areas Survey 2023

## 1 INTRODUCTION

The Lakehead Region Conservation Authority (LRCA) developed a Conservation Area Survey (CAS) to assist in understanding how visitors are utilizing Conservation Areas and how the user experience can be improved. As a result, a total of 866 people filled out the survey. The survey data will be utilized to address data gaps in the annual Traffic Counter Report and will assist in developing the Conservation Area Strategy, which is mandated to be completed by every Conservation Authority by December 31, 2024. Results will be used to establish a current set of objectives that will inform decision-making related to the Conservation Areas or lands owned and operated by the LRCA. The intent is to identify the gaps, necessary actions, and funding required to support the services provided by these lands in the future. The data collected from this survey will be incorporated, as warranted, into the Conservation Area Strategy as a component of the public consultation process.

## 2 METHODOLOGY

The LRCA utilized a multi-methodological approach to generate interest in the CAS. The survey was posted on the LRCA's website to evaluate visitor demographics, preferred activities, number of visits to the conservation areas, and suggestions for improvements. The survey was available to the public for 31 days from November 8, 2023, to December 8, 2023. To reach a higher volume of survey participants the survey link was sent to digital newsletter subscribers and posted on LRCA's social media platforms, Facebook and Instagram. The social media survey ad was boosted by \$100.00 to gain a further reach in the community. The LRCA also offered a prize worth approximately \$100.00 to generate interest in the survey. The survey advertisement reached 7,130 people, had 1,056 post engagements, and had 823 link clicks. Utilizing social media as an advertising platform was found to be successful for this outreach initiative. The blank survey form is attached in Appendix A.

## 3 RESULTS

The following section provides a breakdown of the independent categories included in the CAS. Qualitative data was extracted from the survey to strengthen estimates for the annual Traffic Counter Report and establish goals and objectives for the Conservation Areas Strategy.

### 3.1 Explore Card Purchase

Survey participants were asked if they purchased an Explore Pass annually, and if so for how many years consecutively. A total of 478 (55 percent) survey participants indicated that they have purchased an Explore Card (Figure 1). The average number of years purchased consecutively was 2.8, with some visitors indicating they have been purchasing Explore Cards for up to 20 years consecutively. Some visitors indicated that they prefer to use Pay and Displays rather than purchasing an Explore Pass due to limited free time and uncertainty about the number of feasible visits.

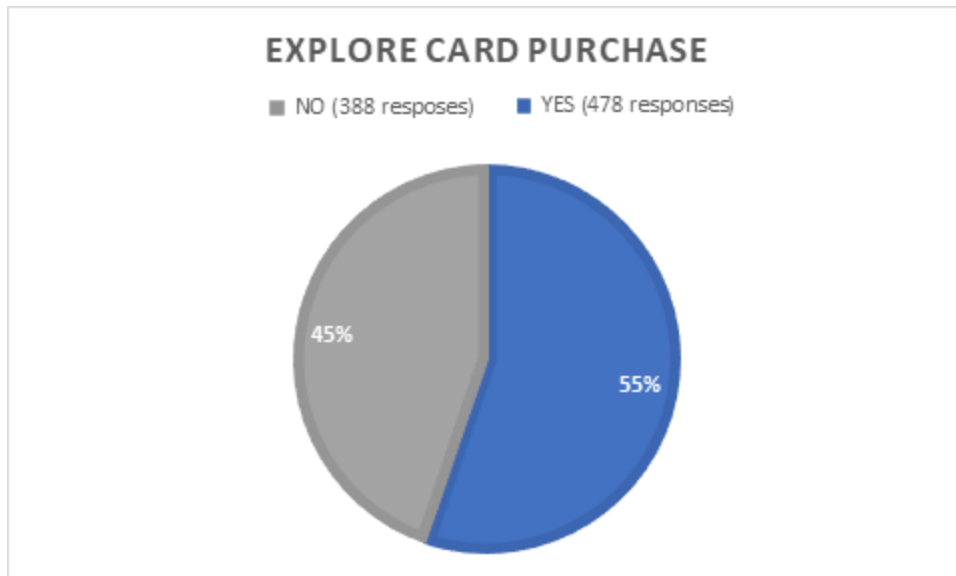


Figure 1: Explore Card Purchase

### 3.2 People Per vehicle

Survey participants were asked how many people are typically in the vehicle when visiting the Conservation Areas. Previous Traffic Counter Reports have used an estimate of 2.2 people per vehicle in all calculations. The results of the survey indicated that on average there are 2.3 people per vehicle when visiting the conservation areas. In future usage estimations, 2.3 people per vehicle should be used in calculations.

### 3.3 Visitor Age Demographics

Understanding the age demographics of visitors can highlight factors that influence participation in passive recreation at the LRCA's Conservation Areas. The average age of visitors is 49, with the youngest being 19 years of age and the eldest being 83. Based on the survey results, the majority of the people who visit the Conservation Areas are

between the ages 31 to 60 (Figure 2). Visitors between the ages 51-60 was the most common age bracket at 24 percent. Visitors over the age of 71 were less common, only 5 of the survey participants were within the 71+ age bracket.

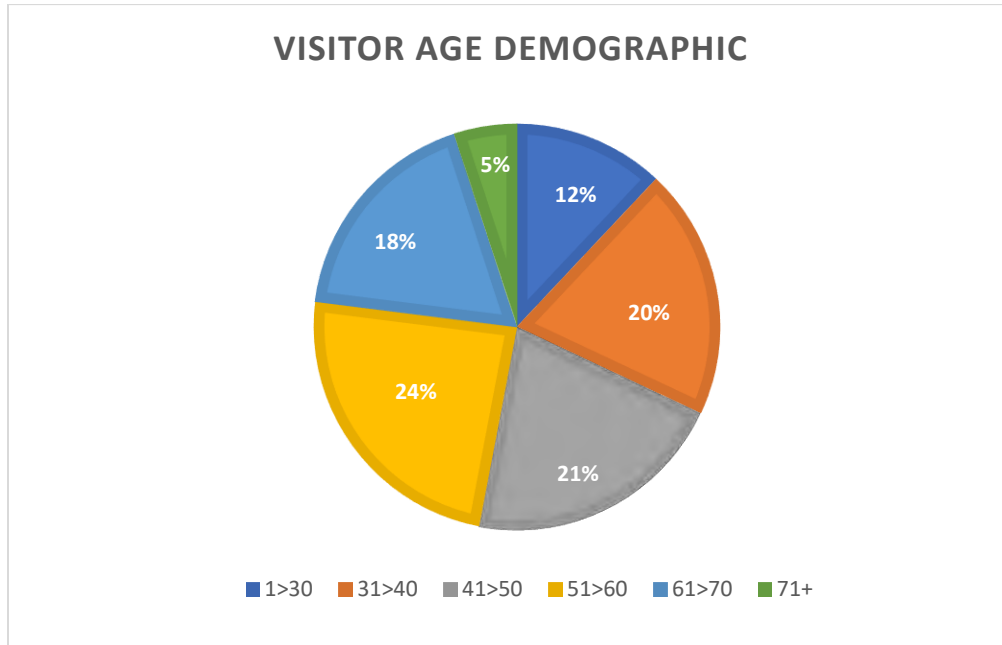


Figure 2: CA Survey Age Demographics

### 3.4 Conservation Area Weekly Visits

In the Conservation Areas Survey, visitors were asked to estimate how many times per week they visit the individual Conservation Areas. Cascades Conservation Areas was the most popular with the highest number visitors (95 independent survey responses), followed by Mission Island Marsh (80 independent survey responses) (Table 1). However, the sum of visits per week to Cascades was slightly lower than Mission Island Marsh. Survey comments indicated that Respite Workers utilized Mission Island Marsh multiple times a week with their clients for nature appreciation and scenic views. Furthermore, many elect to drive to Mission Island Marsh to enjoy the view or watch the kite surfers, which may be why the sum of visits is higher than Cascades Conservation Area.

The Conservation Area that received the lowest number of weekly visits was Hurkett Cove. The distance from Thunder Bay to Hurkett Cove may be a deterrent from weekly visits. Further, there is no winter road maintenance to the Conservation Area, limiting passive recreation to the spring, summer, and fall. Cedar Falls and Wishart also receive low volumes of weekly visits. Additional advertising and seasonal events could boost visitor numbers to these Conservation Areas.

On average, visitors attend a Conservation Area approximately 1.8 times per week (Table 1). While Cedar Falls had a low number of responses, the number of weekly visits

generated a higher average than the other Conservation Areas. A similar trend was observed with Hazelwood Lake and Silver Harbour. Visitors who live close to these Conservation Areas recreate at these locations numerous times a week, resulting in a higher average for weekly visits.

*Table 1: Weekly Conservation Areas Visits*

Conservation Area	Number of Survey Responses	Percentage of respondents visiting the CA	Sum of Visits Weekly	Average Weekly Visits
Cascades	95	11%	153	1.6
Cedar Falls	11	1%	27	2.5
Hazelwood Lake	32	4%	65	2.0
Hurkett Cove	10	2%	16	1.6
Little Trout Bay	19	2%	32	1.7
MacKenzie Point	20	2%	33	1.7
Mills Block	32	4%	47	1.5
Mission Island Marsh	80	9%	162	2.0
Silver Harbour	33	4%	71	2.2
Wishart	12	1%	18	1.5
<b>CA Weekly Visit Average</b>				<b>1.8</b>

*\*Based on the sample subset of 866 respondents and subsequent responses of each participant.*

### 3.5 Conservation Area Yearly Visits

Survey participants were asked to estimate the number of yearly visits to the Conservation Areas, which resulted in similar trends to the weekly visits data. The Cascades Conservation Area received the highest number of responses (688 independent survey responses); however, Mission Island Marsh received the highest sum of yearly visits to the Conservation Area (Table 1). Further, the average person visits Mission Island Marsh 6.8 times per year, whereas the average person visits Cascades only 5.8 times per year.

The Conservation Areas Survey provided insight to visitor volumes to MacKenzie point, as traffic counts are not possible due to the entrance configuration. In the 2023 Traffic Counter report it was estimated that MacKenzie Point received approximately 1,000 visitors annually. The CAS received 337 independent survey responses indicating they visit the Conservation Area annually. The sum of yearly visits to the Conservation Area was slightly higher than previously estimated at 1,354 visits per year (Table 2).

Similar to the weekly data for the area, Hurkett Cove Conservation Area received the lowest number of survey responses related to yearly visits. As previously stated, distance

and winter maintenance are the main deterrent of the Conservation Area, resulting in lower visitor numbers.

Table 2: Yearly Visits to Conservation Areas

Conservation Area	Number of Survey Responses	Percentage of respondents visiting the CA	Sum of Visits Yearly	Average Yearly Visits
Cascades	688	79%	4,013	5.8
Cedar Falls	261	30%	541	2.1
Hazelwood Lake	549	63%	1,985	3.6
Hurkett Cove	228	26%	500	2.2
Little Trout Bay	360	42%	1,052	2.9
MacKenzie Point	337	39%	1,354	4.0
Mills Block	473	55%	1,976	4.2
Mission Island Marsh	632	73%	4,302	6.8
Silver Harbour	556	64%	2,190	3.9
Wishart	240	28%	732	3.1
<b>Sum of Average Visits to CAs in a Year</b>				<b>38.6</b>

*\*Based on the sample subset of 866 respondents and the subsequent responses of each participant.*

In the 2023 Traffic Counter Report, it was estimated that each Explore Card Purchaser Visited the areas 50 times per year. Based on the average yearly visits to each Conservation Area, it can be estimated that each Explore Card purchaser visits the areas approximately 39 times per year. The average yearly visits were calculated by averaging survey responses for independent conservation areas and summing those averages.

### **3.6 Passive Recreational Activities**

The LRCA's Conservation Areas offer numerous passive recreational activities for visitors to enjoy. The most popular activity was hiking, with 82 percent of survey participants indicating this is an activity they enjoy in Conservation Areas. Nature appreciation (66 percent), dog walking (40 percent), photography (33 percent), and birding/bird watching (25 percent) were also popular activities amongst survey participants.

While niche sports such as Scuba Diving or Wind Surfing/Kite Boarding received lower numbers, the sports attract a lot of interest to the respective conservation areas (Silver Harbour and Mission Island Marsh). The new Silver Harbour Dive Park entrance has increased accessibility for divers which will likely boost these totals in the future. Further, Wind Surfing/Kite Boarding is not only a niche sport for community members to participate in, but many survey participants indicated that they enjoy going to Mission Island Marsh specifically to watch or photograph the athletes. The LRCA should continue

to encourage these activities as they are unique and could be utilized to attract additional visitors.

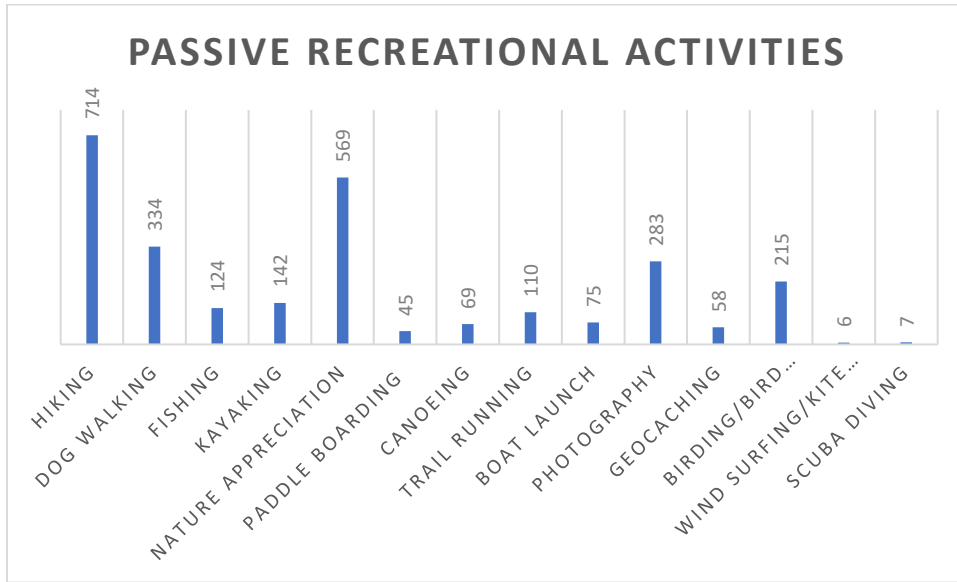


Figure 3: Passive Recreational Activities at the LRCA's Conservation Areas

Survey participants were asked to indicate what other passive activities they participated in if not listed. Swimming is an activity that many survey participants enjoy at the Conservation Areas. Some of the “other” activities are prohibited at the LRCA's Conservation Areas such as Horseback Riding and Biking. However, it may be beneficial in the future to develop multi-use trails that permit these activities and allow the LRCA to build long lasting partnerships with like-minded organizations.

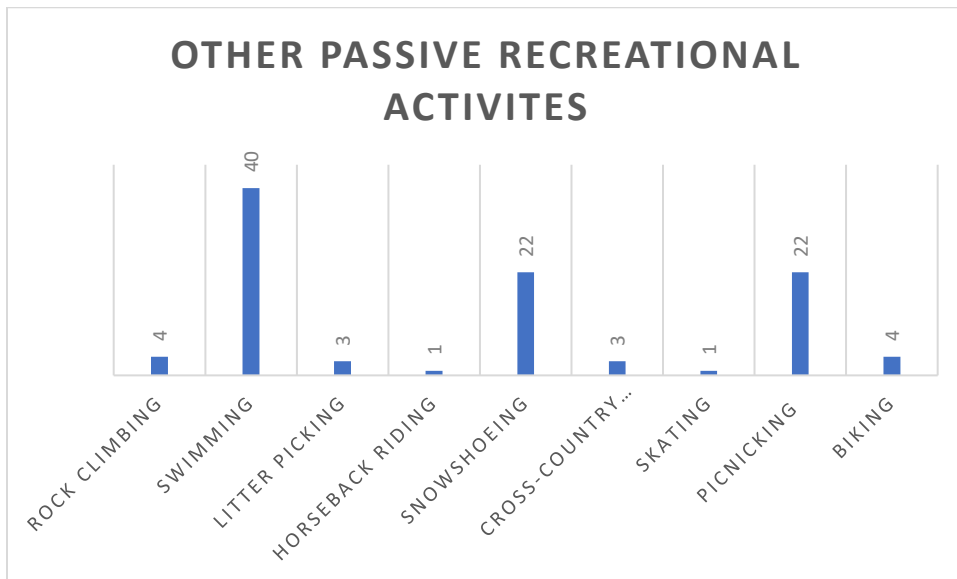


Figure 4: Other Types of Passive Recreation

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### **3.7 Future Partnerships**

In an effort to source future collaborations and partnerships with like-minded recreational groups, visitors were asked which groups, clubs, or organizations they attend Conservation Areas with. A total of 23 unique clubs or groups were identified, all unique in their mandates and missions. The most common answer amongst participants was the Thunder Bay Hiking Association and the Thunder Bay Field Naturalists. The following groups frequent the LRCA's Conservation Areas for passive recreation:

- Thunder Bay Hiking Association
- Thunder Bay Field Naturalists
- Scouts Canada
- Girl Guides of Canada
- Lakehead University (Natural Resource Management, Outdoor Recreation, or Wildlife Society)
- Confederation College (Forestry)
- Uphill Running
- Northern Trail Runners
- Thunder Bay Meter Eaters
- Thunder Bay Starchasers
- Thunder Country Diving
- Alpine Club of Canada
- Black Sheep Mountain Bike Club
- Evergreen a United Neighborhood
- St. Joseph's Care Group
- Community Living Thunder Bay
- 55+ Center
- George Jeffery Childrens Center
- Kiteboarding Club
- Alzheimer Society
- Ontario Nature
- NWO Geocachers
- Métis Nation of Ontario

The LRCA has been fortunate to work with some of these groups in the past. However, it may be beneficial to keep these organizations in mind when developing new amenities or attractions at the Conservation Areas. Further, the LRCA could continue to develop programs with specialty organizations to encourage higher visitor volumes and increase Explore Card sales (ex. Astronomy/Dark Sky night with the Thunder Bay Star Chasers). Outreach to these groups and inclusion in planning could be considered in the Conservation Area Master Plans.



## 4.0 Recommendations and Potential Actions

Survey participants were asked to identify ideal modifications, improvements, or changes that they would like to see at the Conservation Areas they visit (funding and personnel permitting). The comments were grouped into 14 different categories (Figure 5). The category that received the most requests was “Trail Marking and Signage”. The category that received the least number of requests was “Fees”, which differs significantly from initial expectations. The following section will review these categories and the respective comments in detail to assist with the development of goals and objectives in the Conservation Area Strategy.

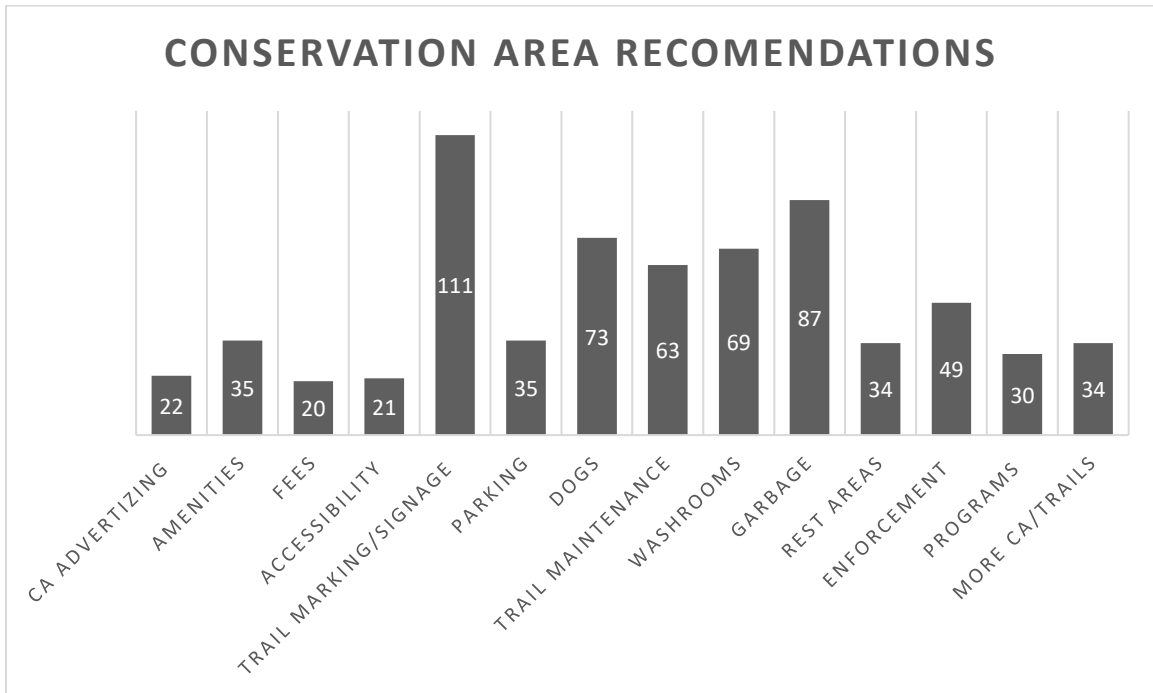


Figure 5: Conservation Area Survey Recommendations

### 4.1 Conservation Area Advertising

The LRCA would benefit from a stronger online presence. Educating the public on the Authority’s core mandates, Conservation Areas, programming, and regulations would resolve ongoing knowledge gaps. As the LRCA already has an established online presence through existing social media platforms, staff could develop an advertising strategy that would further increase public interest in the Authority. The following table outlines where the LRCA could expand advertising to improve engagement with community members of the Lakehead Watershed.

Table 3: Survey Recommendations for Advertising

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>ADVERTISING</b>	Increase advertising for each Conservation Area.	<ul style="list-style-type: none"> <li>• Develop a Conservation Area Campaign to highlight each area (i.e., Conservation Area Birthday Campaign).</li> <li>• Advertise that the LRCA has 10 Conservation Areas open for passive recreation with details related to directions, trail maps, permitted activities, and amenities/facilities on site.</li> </ul>
	Improve advertising of Watershed Explorers Programming.	<ul style="list-style-type: none"> <li>• Increase advertising for independent events on LRCA social media platforms.</li> <li>• Use different outreach methods including posts, reels, and stories.</li> </ul>
	Improve public awareness of the LRCA’s “Living Classroom” experience.	<ul style="list-style-type: none"> <li>• Assess current distribution methods targeting teachers to determine whether or not teachers are receiving the information from their superintendents (current method as per schools’ instruction on how to contacts schools).</li> <li>• Consider advertising on the LRCA’s social media platforms via reels, posts, and stories.</li> </ul>
	Increase public knowledge on Land Use Requests and event bookings for Conservation Areas.	<ul style="list-style-type: none"> <li>• Advertise to the general public that they can request the use of a CA for an event.</li> <li>• Educate the public that in order to hold an event at a Conservation Area, a Land Use Request must be completed and approved.</li> <li>• Consider advertising on LRCA’s social media platforms (reels, posts, or stories).</li> </ul>
	Publicize the hard work of LRCA Staff.	<ul style="list-style-type: none"> <li>• Increase the public’s knowledge on the effort required by staff to maintain the Conservation Areas (i.e., cleanup efforts, highlight maintenance, Conservation Area improvements, etc.).</li> <li>• Advertise the amenities or additions to the Conservation Area’s (i.e., new amenities such a boat launches, washrooms, or trails).</li> <li>• Educate the public on Explore Cards and how they fund the general maintenance and operation of the Areas, and that no provincial funding is provided.</li> </ul>
Increase the number of fun or interactive social media posts with the public.	<ul style="list-style-type: none"> <li>• Continue to post engaging materials such as Fun Fact Friday, Throw Back Thursdays, Monday Funday or celebrate environmental holidays.</li> <li>• Post fun surveys, quizzes, or trivia for the public to engage in and learn from (ex. Tree or Bird ID).</li> <li>• Posts about flood forecasting/snow surveys, weather stations, bird migrations, or ongoing stewardship projects.</li> </ul>	

## 4.2 Amenities

The LRCA is always seeking ideas to enhance visitor experience at the Conservation Areas. The CAS provided visitors with an opportunity to suggest ideas for improvements or new amenities. While many of the suggestions were insightful, LRCA staff have already begun the process of achieving a few of the requests. While not all suggestions were suitable for the LRCA’s conservation areas, they were included in this report as they may inspire future goals and objectives.

Table 4: Survey Recommendations for Conservation Area Amenities

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<p><b>AMENITIES</b></p>	<p>Suggestions for improvements or new amenities at the Conservation Areas.</p>	<ul style="list-style-type: none"> <li>• Install additional EZLaunch floating kayak docks.</li> <li>• Install bike racks to deter trail riding.</li> <li>• Development of a “Scavenger Hunt” at the Conservation Areas that could be available on the website for downloads prior to visiting each area.</li> <li>• Install boot brush stations to prevent the spread of invasive species.</li> <li>• Install Metal Art for selfies or scenic views, could encompass a phone holder/tripod.</li> <li>• Install coin-operated bird feeders (Wye Heritage Marsh).</li> <li>• Install hammock or slack line posts as a recreational activity.</li> <li>• Install an online webcam at Mission Island Marsh’s waterfront.</li> <li>• Install additional bird and bat boxes.</li> <li>• Build more viewing platforms with scenic views.</li> <li>• Install more natural amenities, such as pollinator gardens or tree plantings.</li> <li>• Installation of a Disc Golf Course at Silver Harbour.</li> <li>• Install fishing line disposal unit at MacKenzie Point.</li> </ul>
	<p>Suggestions that are not considered feasible due to the availability of plumbing, electricity, and funding.</p>	<ul style="list-style-type: none"> <li>• Replacement of “scenic viewers” at Mission Island Marsh (\$1,200 USD per year).</li> <li>• Re-build the Mission Island Marsh boardwalk.</li> <li>• Water bottle filling stations.</li> <li>• The development of an education building at Hazelwood Lake.</li> </ul>

### 4.3 Fees

While there will always be members of the public who believe the Conservation Areas should be “Free”, there were only a few comments relating to this in the survey. The majority of the comments were focused on increasing payment accessibility. The following table outlined the survey recommendations relating to fees and payment accessibility:

*Table 5: Survey Recommendations for Conservation Area Fees*

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
FEES	Increase payment accessibility for parking.	<ul style="list-style-type: none"> <li>• Installation of Pay and Display units at all Conservation Areas and continued enforcement of parking by-laws.</li> <li>• Have Explore Cards available for purchase at additional locations such as Gear Up for Outdoors, Fresh Air, Thunder Country Diving, or Wilderness Supply to increase annual sales.</li> </ul>
	Free Days for Visitors	<ul style="list-style-type: none"> <li>• Some members of the public think that access to the Conservation Areas should be free. The LRCA could increase education on why parking is not free and how the funds contribute to the maintenance and upkeep of the Conservation Areas.</li> <li>• Offer "Free Day" where visitors do not have to pay the parking fee, such as family day or on LRCA event days.</li> <li>• Provide Explore Cards to libraries that can be loaned to users.</li> </ul>

### 4.4 Accessibility

Increasing accessibility at the Conservation Areas is an ongoing objective of the LRCA. Numerous comments praised the new AODA compliant trail system at Cascades and the existing trail systems at Mission Island Marsh. The survey highlighted the value of these AODA compliant amenities to community members. As a result, visitors have requested additional AODA compliant amenities including more trail systems, washrooms, and parking. Where feasible and funding dependent, the LRCA could continue to incorporate AODA amenities into the Conservation Areas to increase accessibility into nature. The LRCA lands team should evaluate each Conservation Area and their respective facilities to determine if AODA amenities would be complementary to the site.

## 4.5 Trail Markings and Signage

The primary request from survey participants was to increase trail signage at the Conservation Areas. This pertains to both navigational and interpretational signage. The following table outlines the survey recommendations pertaining to trail markings and signage at the LRCA’s Conservation Areas.

Table 6: Survey Recommendations for Trail Markings and Signage

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>TRAIL MARKING AND SIGNAGE</b>	Provide QR codes on signage for access to information.	<ul style="list-style-type: none"> <li>• Include QR codes on Conservation Area signage to link visitors to the trail map and site brochure.</li> </ul>
	Improve trail signage at the Conservation Areas for easy navigation.	<ul style="list-style-type: none"> <li>• Clear all entrance or trailhead signage of brush</li> <li>• Ensure that all trailheads have signage present for easy navigation with a map.</li> <li>• Update trail marking system and improve wayfinding for visitors.</li> <li>• Review existing trail classification systems/grading used by Parks Canada, the City of Thunder Bay, and other Conservation Authorities and develop a trail classification system unique to the LRCA's lands.</li> <li>• Trail signage to include directional information, distances, difficulty, grade, elevation, and permitted activities.</li> <li>• Utilize trail classification system for marketing and trail management purposes.</li> </ul>
	Include interpretive signage on LRCA maintained trail systems.	<ul style="list-style-type: none"> <li>• Add interpretive signage on the trail systems regarding the history, native species, rehabilitation projects, fun facts, or specialty features of the Conservation Area.</li> </ul>
	Improvements or additional signage relating to the regulations of the Conservation Areas, including: dogs at large, littering, and parking.	<ul style="list-style-type: none"> <li>• Evaluate the effectiveness of current regulations signage (location, size, and wording).</li> <li>• Avoid visually polluting the LRCA's natural areas but have strategic signage to encourage compliance.</li> </ul>
	Include Ojibway on signage where feasible.	<ul style="list-style-type: none"> <li>• In part of the LRCA’s commitment to Truth and Reconciliation, signage should incorporate Ojibway where applicable.</li> </ul>

## 4.6 Parking

The primary comments related to parking were in regards to the condition of the Conservation Areas parking lots. Further, there were many comments pertaining to issues with road access, specifically 105<sup>th</sup> Street to Mission Island Marsh, which is a City of Thunder Bay Road, and therefore their responsibility. Only the roads and parking within the property boundaries of the Conservation Areas are the responsibility of the LRCA. The following table outlines the survey recommendations related to parking:

*Table 7: Survey Recommendations for Conservation Area Parking*

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<p><b>PARKING</b></p>	<p>Improve management of potholes, drainage, and depressions in Conservation Area parking lots.</p>	<ul style="list-style-type: none"> <li>• Where feasible and funding permitted, regrade and resurface parking lots with notable damage.</li> <li>• Develop a new paved parking lot for the location at Mills Block to address complaints about parking lot size and numerous deep depressions.</li> <li>• Monitor drainage at Conservation Area parking lots to prevent the long-term development of potholes, cracks, and damaging depressions.</li> </ul>
	<p>Improve road access to Conservation Areas.</p>	<ul style="list-style-type: none"> <li>• Continue to educate the public, where acceptable, that the LRCA is not responsible for city roads, only the lands owned and operated by the LRCA.</li> <li>• LRCA staff to bring any concerns to the respective roads maintenance departments to submit requests for road repair, when warranted.</li> </ul>

## 4.7 Dogs

The CAS highlighted visitor frustrations related to dogs. Complaints related to dogs were divided into four categories to effectively address the feedback from the CAS participants (Figure 6). Dogs at large (or off-leash) was the primary complaint, with 38 percent of the dog related comments referencing this issue. Complaints were also focused on pet waste (29 percent) along trail systems. The remaining categories are based on visitor suggestions to resolve dog related issues by either designating a trail/Conservation Area as off-leash (16 percent) or the installation of pet “waste stations” along trail systems.

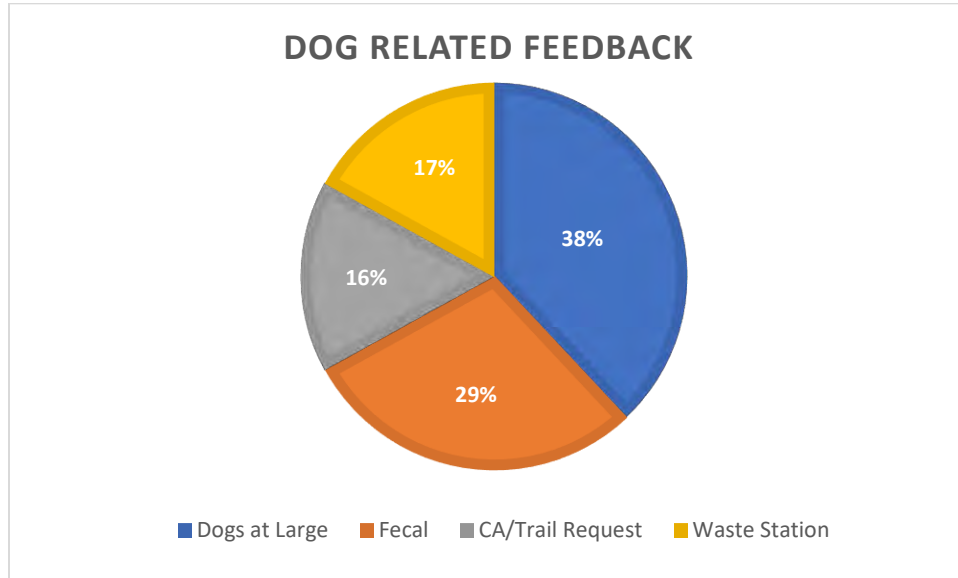


Figure 6: Dog Related Feedback at Conservation Areas

The following table outlines the survey recommendations pertaining to dogs at the Conservation Areas and potential actions the LRCA can take to address ongoing complaints.

Table 8: Survey Recommendations Regarding Dogs at Conservation Areas

CATRGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>DOGS</b>	Reduce the number of dogs at large (off-leash) at LRCA Conservation Areas, specifically Cascades and Mills Block.	<ul style="list-style-type: none"> <li>• Increase education to deter off-leash dogs and ensure pet owners are compliant with the rules and regulations as stated in the Conservation Areas Regulations.</li> <li>• Increase the presence of LRCA Provincial Offences Officers at Conservation Areas to issue warnings, or where necessary Provincial Offences Notices, to offenders.</li> <li>• Monitor both the parking lots and trail systems when conducting site visits and address any observed non-compliance issues.</li> </ul>
	Install "Waste Stations" to encourage pet owners to pick up and dispose of pet waste from the trail systems.	<ul style="list-style-type: none"> <li>• Provide "Waste Stations" at intersections of highly trafficked trail systems that provide pet waste bags and a garbage for disposal, where feasible (i.e., on trail systems that can accommodate a four-wheeler for trash removal, specifically the Cascades "Yellow" trail, and the Mills Block "wetland" trail).</li> </ul>

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>DOGS</b>	Provide a designated "Off-Leash" trail system or Conservation Area.	<ul style="list-style-type: none"> <li>• Research feasibility/liability/cost of providing a off-leash dog area, including consideration of partnering/leasing to a local humane society or pet adoption business (model used by another Conservation Authority).</li> </ul>
	Improve education and on-site enforcement by Provincial Offences Officers.	<ul style="list-style-type: none"> <li>• Increased education and enforcement to deter off-leash dogs and ensure pet owners are compliant with the rules and regulations as stated in the Conservation Areas Regulations.</li> </ul>

## 4.8 Trail Maintenance

Feedback on the Conservation Areas trail systems was focused on continued maintenance and increasing the frequency in which staff are out monitoring. Additional trail amenities to improve safety may be beneficial given the age demographics of users. The following table outlines the survey recommendations pertaining to trail maintenance.

*Table 9: Survey Recommendations for Conservation Area Trail Maintenance*

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>TRAIL MAINTENANCE</b>	Increase the frequency in which staff are monitoring the trail systems for fallen trees, brush, and garbage.	<ul style="list-style-type: none"> <li>• Develop a trail inspection protocol outlining frequency, procedure to document and procedure to address identified issues (i.e., hazard trees, tripping hazards, erosion, required maintenance, etc.).</li> </ul>
	Provide additional trail amenities to meet the needs of all age demographics and abilities.	<ul style="list-style-type: none"> <li>• Consider installing handrails or ropes on steep sections of the trail systems, especially in the winter where trail sections are icy.</li> <li>• Inspect wet sections on the trail systems each spring to determine where boardwalks are required.</li> <li>• Monitor stairs annually to make sure that the railings are intact and that the steps are clear of any tripping hazards.</li> <li>• Review the feasibility of installing of lights in the parking lots for safety taking into consideration available power, etc.</li> </ul>



CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>TRAIL MAINTENANCE</b>	Request for winter maintenance of Conservation Area trail systems.	<ul style="list-style-type: none"> <li>• Due to limited staffing and liability reasons, it is not feasible to begin winter maintenance of the trail systems.</li> <li>• When recreating at a Conservation Area, acknowledge and understand the risks and voluntarily elect to fully accept and assume all risk and responsibility, as outlined online and on signage posted at each location.</li> </ul>

## 4.9 Washrooms

Feedback related to washrooms facilities fall into two categories: maintenance and the installation of washrooms at all Conservation Areas. The following table outlines the survey recommendations regarding the washroom facilities at the LRCA’s Conservation Areas and potential actions to address complaints.

*Table 10: Survey Recommendations for Conservation Area Washrooms*

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>WASHROOMS</b>	Improved washroom maintenance in peak season.	<ul style="list-style-type: none"> <li>• Washroom hygiene should continue to be a priority for maintenance staff, specifically in peak season or around long weekends.</li> <li>• The LRCA’s washrooms are checked, cleaned, and restocked on a weekly basis except for Hurkett Cove and Little Trout Bay due to the long travel time and lower visitor volumes.</li> <li>• LRCA staff should request that ALS clean and stock their rented washrooms more frequently, and where necessary provide maintenance should ALS be delayed due to staffing.</li> </ul>
	Installation of additional washrooms at locations with high volumes of visitors.	<ul style="list-style-type: none"> <li>• Review Conservation Area inventories and determine which locations would benefit from the installation of a washroom.</li> <li>• The LRCA has already addressed the requests for the installation of a washroom at Hazelwood Lake by the boat launch in 2024.</li> <li>• The LRCA will continue to seek funds for AODA complaint washrooms to be installed where appropriate.</li> </ul>

## 4.10 Garbage

Trail litter and garbage related complaints were common within the CAS. The LRCA has both underground vault and standard garbage cans at the Conservation Areas. The vault garbage cans are monitored by LRCA staff, and R&S Bobcat Services are hired to empty the receptacles using a crane system when full. Standard garbage receptacles at the Conservation Areas are emptied by LRCA staff.

In the past there has been issues with residents living near Conservation Areas placing large quantities of residential garbage in the garbage receptacles at Conservation Areas. The issue was addressed by the LRCA by removing the garbage receptacles.

The following table reviews the recommendations and potential actions the LRCA can take to address issues related to garbage:

*Table 11: Survey Recommendations for Garbage at Conservation Areas*

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>GARBAGE</b>	Installation of garbage cans at all Conservation Area parking lots.	<ul style="list-style-type: none"> <li>• Identify optimal locations for garbage cans at Conservation Areas and relocate if necessary.</li> <li>• Reinstall the garbage cans at MacKenzie Point and Wishart with appropriate signage regarding public dumping.</li> </ul>
	Installation of garbage cans on heavily trafficked trail intersections.	<ul style="list-style-type: none"> <li>• Consider installing garbage cans on heavily trafficked trails or trail intersections (i.e., Cascades Yellow Trail) that can accommodate a four-wheeler for trash removal.</li> </ul>
	Empty the garbage cans on frequent basis, specifically during peak season.	<ul style="list-style-type: none"> <li>• Assess the current practice of emptying Standard garbage on a bi-weekly basis in the summer, and on a monthly basis in the winter to determine if the current frequency is adequate. Increase frequency if necessary.</li> <li>• Consider pre-scheduling R&amp;R Bobcat Services to empty underground vault garbage cans during peak times such as long weekends, as opposed to calling when full and having to potentially wait for availability.</li> </ul>
	Host "Hike and Clean" events at the Conservation Areas.	<ul style="list-style-type: none"> <li>• Host "Hike and Clean" events in the spring. Consideration could be given to an incentive to participate (i.e., 10% discount on Explore Cards, prizes, etc.).</li> </ul>

## 4.11 Rest Areas

Given the age demographics of the LRCA’s visitors, there were many requests for additional rest areas along the trail systems.

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>REST AREAS</b>	Additional rest areas along trail systems	<ul style="list-style-type: none"> <li>• Develop a “Sponsor A Bench” program, where local businesses could pay to advertise on a bench.</li> <li>• Continue promoting the existing “Memorial Bench” program, where individuals pay for a bench with a plaque memorializing their departed loved one.</li> <li>• Assess all trail systems and prepare a map of desired locations for benches.</li> <li>• Have LRCA staff construct rustic wooden benches in areas using trees in Conservation Areas that are cut down as part of the hazard tree program.</li> </ul>

## 4.12 Enforcement

As of 2023, the LRCA has designated four staff as Section 29 Provincial Offences Officers to patrol the Conservation Areas. The presence of LRCA staff at the Conservation Areas will deter unlawful activity on the LRCA's land. The following table outlines the survey recommendations for enforcement at LRCA owned Conservation Areas and potential actions that can be taken to increase visitor compliance:

*Table 12: Survey Recommendations for Enforcement at Conservation Areas*

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>ENFORCEMENT</b>	Increased enforcement to deter ongoing issues with vandalism, litter, hunting, or other hazards.	<ul style="list-style-type: none"> <li>•Develop an enforcement schedule to ensure that Provincial Offences Officers are consistently in the Areas.</li> <li>• Create a Standard Operating Procedure to outline the general procedures Provincial Offences Officers should take to address off-leash dogs, bikes on trails, ATV use in areas, littering, etc.</li> </ul>
	Install "Pay and Display" units at all Conservation Areas.	<ul style="list-style-type: none"> <li>•Assess the financial viability of installing Pay and Display units at all Conservation Areas.</li> <li>•Create a long-term plan for installation of additional Pay and Display units where feasible, giving consideration to the ability to enforce payment for parking/day use fees, and increased revenue generation.</li> </ul>

### 4.13 Programs

The survey results revealed that there is a high demand for additional programming during the afterhours and during the winter. The following table reviews the requests for additional public events:

Table 13: Survey Recommendations for LRCA Programming at Conservation Areas

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<b>PROGRAMMING</b>	Provide additional programming or guided tours during afterhours.	<ul style="list-style-type: none"> <li>• Provide events year-round, hosting more events in the winter months such as guided snow-shoe adventures, nature ID (trees, tracks, or fungi), or ice safety.</li> <li>• Seek additional funding to permit additional non-mandatory programs.</li> </ul>
	Provide programming for families and children that promote environmental literacy.	<ul style="list-style-type: none"> <li>• Develop after-hours programming for young families to allow their children to learn more about our natural environments (i.e. Raptor Rescue).</li> <li>• Seek additional funding to permit additional non-mandatory programs.</li> </ul>
	Incorporate Anishinaabe Culture into programming.	<ul style="list-style-type: none"> <li>• Incorporate both Indigenous and Western knowledges into programming.</li> <li>• Continue to incorporate “two-eyed seeing” where appropriate.</li> <li>• Work with Fort William First Nation, Métis Nation of Ontario, Indigenous Friendship Center, and community elders to strengthen the LRCA’s educational programs and provide a holistic learning experience.</li> </ul>
	Increased collaboration with the college, university, and local schools.	<ul style="list-style-type: none"> <li>• Work with local educational institutes to provide students with hands-on experience.</li> <li>• Actively reach out to educators in these academic institutes to schedule site-visits or “field trips”.</li> </ul>
	Run events with other like-minded groups such as TBFN, NCC, IFC, and MNRF.	<ul style="list-style-type: none"> <li>• Organize events with other organizations to peak community interest and facilitate relationship building with like-minded organizations.</li> </ul>

## 4.14 Additional Conservation Areas or Trails

The LRCA’s Conservation Areas and trail systems have been growing in popularity over the years. Visitors have requested additional trail systems at existing Conservation Areas or the development of new Conservation Areas for passive recreation. The following table outlines the recommendations from the CAS and plans the LRCA has for specific Conservation areas.

*Table 14: Survey Recommendation for Additional Recreational Opportunities*

CATEGORY	SURVEY RECOMMENDATION	POTENTIAL LRCA ACTIONS
<p><b>ADDITIONAL RECREATIONAL OPPORTUNITIES</b></p>	<p>Develop additional recreational trail systems for passive-recreation</p>	<ul style="list-style-type: none"> <li>• Identify feasible locations for trail expansions.</li> <li>• Revisit trail expansion plans for Cascades, Cedar Falls, Hazelwood Lake, Mills Block and Wishart.</li> <li>• Develop goals for completion and establish a fieldwork schedule to meet timelines for completion.</li> <li>• Map new trails systems using a GPS and add to existing brochures and LRCA’s website.</li> </ul>
	<p>Develop multi-use trail systems to meet the needs of different clubs.</p>	<ul style="list-style-type: none"> <li>• Investigate the feasibility of multi-use trail systems for activities such as cross-country skiing, mountain biking, or horseback riding.</li> <li>• Continue discussions with Blacksheep Mountain Bike Club to pursue the development of a mountain bike trail system at Wishart.</li> </ul>
	<p>Develop new Conservation Areas for passive recreation.</p>	<ul style="list-style-type: none"> <li>• Explore opportunities to develop additional Conservation Areas for passive recreation and educational programming.</li> <li>• Utilizing the lands inventory, review which of the existing LRCA owned properties may be viable for the development of a new Conservation Area.</li> <li>• Assess the viability of Wakefield Common as a new Conservation Area with an elevated boardwalk trail system.</li> </ul>

## **5.0 CONCLUSION**

The CAS was effective in providing insight into the opinions and recommendations of the users of LRCA's Conservation Areas. The data collected will be utilized to strengthen estimates in the annual Traffic Counter Report. The survey provided one method for public engagement in creating the LRCA's Conservation Area Strategy, which is being developed to enhance the management and operation of LRCA's Conservation Areas. In many instances, the LRCA already had projects and programs in motion to address some of the requests, complaints, or concerns, specifically relating to enforcement and onsite amenities. The survey will allow the LRCA to improve visitor satisfaction, which will in turn assist with generating revenue for staff, maintenance, and amenities. It is recommended to conduct a survey every five years, as part of the update to the Conservation Areas Strategy.

# **A APPENDIX: Blank Conservation Areas Survey 2023**





## CONSERVATION AREAS VISITOR SURVEY

The Lakehead Region Conservation Authority (LRCA) is gathering information from visitors to our Conservation Areas to better understand how our lands are being utilized, and to determine if there are realistic goals we can achieve to create a better user experience. Please consider filling out the questionnaire below in order to share your valuable feedback.

The LRCA is developing a Conservation Area Strategy to establish a current set of objectives that will inform decision-making related to the Conservation Areas or lands owned and operated by the Authority. The intent is to identify the gaps, necessary actions, and funding required to support the services provided by these lands in the future. The data collected from this survey will be incorporated, as warranted, into the Conservation Area Strategy as a component of the public consultation process.

Thank you for taking the time to complete this voluntary survey. It should take approximately 2-5 minutes to complete. Please note that individual responses are confidential. Data obtained from the survey will be reported to the LRCA Board of Directors and Management.

By selecting "I Agree", you are indicating that:

- you are willingly participating in this survey
- you agree to the above information

I Agree \*

First Name	Last Name	E-Mail
Age	Phone	

Where do you reside? If you selected "Other", please specify in the space provided.

Please select *	
Specify Other	

Do you purchase an Explore Card Parking Pass annually? If you selected "Yes", for how many years have you been purchasing Explore Cards?

Please select *		0	Years Purchased *
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When visiting a Conservation Area, approximately how many people are typically accompanying you in your vehicle?

0	Number of People in Vehicle *
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What activities do you participate in when visiting Conservation Areas? (Select all that apply, and add your own in the space provided)

Please select *
-----------------

Additional Activities



How often do you visit each Conservation Area? If you visit an area frequently, use the Visits Per Week column; if you visit an area rarely or only sometimes, use the Visits Per Year column.

Cascades	<input type="text" value="0"/>	Visits Per Week	<input type="text" value="0"/>	Visits Per Year
Mission Island Marsh	<input type="text" value="0"/>	Visits Per Week	<input type="text" value="0"/>	Visits Per Year
Silver Harbour	<input type="text" value="0"/>	Visits Per Week	<input type="text" value="0"/>	Visits Per Year
Hazelwood Lake	<input type="text" value="0"/>	Visits Per Week	<input type="text" value="0"/>	Visits Per Year
Little Trout Bay	<input type="text" value="0"/>	Visits Per Week	<input type="text" value="0"/>	Visits Per Year
Hurkett Cove	<input type="text" value="0"/>	Visits Per Week	<input type="text" value="0"/>	Visits Per Year
Cedar Falls	<input type="text" value="0"/>	Visits Per Week	<input type="text" value="0"/>	Visits Per Year
MacKenzie Point	<input type="text" value="0"/>	Visits Per Week	<input type="text" value="0"/>	Visits Per Year
Mills Block	<input type="text" value="0"/>	Visits Per Week	<input type="text" value="0"/>	Visits Per Year
Wishart	<input type="text" value="0"/>	Visits Per Week	<input type="text" value="0"/>	Visits Per Year

Do you visit Conservation Areas with a club/organization/group? Please list below.

Please specify

In your own personal opinion, what are the ideal modifications, improvements or changes that you would like to see at the Conservation Areas that you visit (funding and personnel permitting)?

Please specify

Do you have any other comments or concerns?

Please specify

Would you like to be contacted to further discuss your survey responses? (If yes, please ensure your contact information is filled out above.)

Contact \*

Submit



<b>PROGRAM AREA</b>	Operation and Maintenance of Erosion Control Structures	<b>REPORT NO.</b>	KAMEC-01-2024
<b>DATE PREPARED</b>	February 14, 2024	<b>FILE NO.</b>	26-15-1
<b>MEETING DATE</b>	February 26, 2024		
<b>SUBJECT</b>	Kam River Erosion Control, Victor Broadway, Operation, Maintenance and Surveillance Plan – 2024		

**RECOMMENDATION**

Suggested Resolution:

*“THAT: Staff Report KAMEC-01-2024 be received.”*

**LINK TO STRATEGIC PLAN (2023 – 2027)**

*Protect & Support:*

- *Continue maintaining and enhancing flood control infrastructure in an effort to minimize the impacts of riverine flooding, erosion, and sedimentation.*
- *Prioritize and promote the protection and management of natural hazards, wetlands, and natural heritage features within the LRCA Area of Jurisdiction.*

**EXECUTIVE SUMMARY**

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

The Kaministiquia River Operation, Maintenance and Surveillance Plan for the Victor-Broadway area has been updated for 2024. The Plan outlines completed major works, anticipated and completed maintenance, surveillance plan, and lists past studies and reports.

No major maintenance is planned in 2024 on the Kaministiquia River (Kam River).

Minor maintenance and inspections will be completed in 2024, including biannual inspections at 1620 Broadway Avenue, and at the 2014/2015 and 2005 Victor Street soil nailed sites, repair to the soil nail monitoring cable at Site #1 (1510 Victor Street), inspection of the recently identified slump on LRCA owned property at 1610 Broadway Avenue, ongoing discussions with the City of Thunder Bay regarding their drainage improvement project and defining the scope of work to undertake the recommended repairs to the slopes of the soil nailed sites to mitigate any further erosion.

## DISCUSSION

The Kaministiquia River Operation, Maintenance and Surveillance Plan for Victor Broadway has been updated for 2024. The Plan outlines completed major works, anticipated, and completed maintenance, surveillance plan, and lists past studies and reports.

No major maintenance is planned on the lower Kaministiquia River (Kam River) in 2024. LRCA is currently working with Englobe to develop a proposal for a design package to facilitate the recommended minor maintenance of existing erosion controls in place at several of the soil nail monitoring sites; maintenance recommendations include removing any large debris, rocks, loose material and filling in depressions with similar sized rockfill and granular material followed by new topsoil, new erosion control blanket, additional topsoil and seed mix to minimize any further erosion.

The soil nail monitoring cable at Site #1 (1510 Victor Street) was observed to be damaged during 2023 inspections. The cable will be replaced by Englobe during their spring 2024 inspection.

In reviewing updated imagery (2022 NWOOP aerial imagery) at the beginning of January 2024, LRCA staff noticed a significant slump on the bank of the Kaministiquia River on LRCA owned property at 1610 Broadway Avenue on the corner of Victor and Broadway. Englobe will inspect the area during their spring 2024 inspections and report on their findings at that time.

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

Subsequent to the Victor/Broadway Bank Stabilization Assessment Study Report in March 2021, LRCA staff met with City of Thunder Bay Engineering staff in April 2021 and in February 2022 to develop an action plan based on the recommendations from the Report. The LRCA/City action plan items that were completed in 2022, 2023 and items that have been carried forward to 2024 are as follows:

### *Completed in 2022*

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

### *Completed in 2023*

- City inspect drainage outlets on Victor Street.
- City develop a plan and drainage assessment for road re-ditching and reshaping.
- Discussion with City engineering the necessity of inspecting the existing underground retaining wall.
- LRCA increased the surveillance of the property at 1620 Broadway Avenue, and at the 2014/2015 and 2005 Victor Street soil nailed sites to biannual monitoring (spring and fall) and on an as-needed basis (i.e., after significant rainfall)

- LRCA and City met to discuss the drainage improvements project and also discussed including minor maintenance of erosion controls in the drainage improvement project if time and funding permitted.

*Carried forward to 2024*

- LRCA to implement the revegetation plan for soil nail sites, and install hazard signs, (did this come from the hatch bank stabilization assessment study???)
- LRCA to develop resources for landowners to monitor the slope on their own property (self-assessment), and
- City to investigate additional funding to the LRCA to support additional work for Victor Street.
- City/LRCA to meet (annually) to discuss Victor Street monitoring and any future required remedial work.

**FINANCIAL IMPLICATIONS**

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

**CONCLUSION**

No major maintenance is planned in 2024 on the Kaministiquia River within the Victor Street – Broadway Avenue area. Biannual monitoring of the Victor Street soil nailed sites will be completed by Englobe engineering consultants. While on site, Englobe will repair the damaged soil nail monitoring cable at Site #1. Englobe will also inspect and report on the slump identified early in 2024 on LRCA owned property at 1610 Broadway. LRCA will continue to work with Englobe on a design package to address the recommended maintenance to existing erosion controls in place at a number of the soil nail monitoring sites and will also continue to work with the City of Thunder Bay regarding their proposed drainage improvements project. The Operation, Maintenance and Surveillance Plan has been updated for 2024.

**BACKGROUND**

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

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

**REFERENCE MATERIAL ATTACHED**

Kaministiquia River Operation, Maintenance and Surveillance Plan, Victor Broadway, 2024

**PREPARED BY:** Tammy Cook, CAO

<p>THIS REPORT SIGNED AND VERIFIED BY:</p> <p><i>Tammy Cook</i></p> <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE: February 20, 2024</p>
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## **Kaministiquia River**

### **Operation, Maintenance and Surveillance Plan, Victor Broadway – 2024**

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

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

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

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

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



## Kaministiquia River

### Operation, Maintenance and Surveillance Plan, Victor Broadway – 2024

#### Victor Street/Broadway Avenue – Completed Erosion Protection Works

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

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

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

## Kaministiquia River Operation, Maintenance and Surveillance Plan, Victor Broadway – 2024

### Anticipated and Completed Maintenance

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

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

## Kaministiquia River Operation, Maintenance and Surveillance Plan, Victor Broadway – 2024

Table 2 – Anticipated and Completed Maintenance				
Area of Work	Description of Activity	Completion Date	*Provincial Funds Provided	Estimated Required Recurrence
1400, 1420, 1460, 1480, 1510 Victor Street	Five sites stabilized with DST’s proprietary soil nail stabilization system “Soil Nail and Root Technology (SNART)”.	2004-2005	Yes R.04.093	2055 – 2105 (Design life of 50 to 100 years)
1420, 1470, 1480 Victor Street	Short term stabilization completed	2013	No	2064 – 2114 (Design life of 50 to 100 years)
	Long term stabilization (i.e., soil nailing SNART technology)	2014	Yes R.14.060	
1470 Victor	Additional failure south of 2014 soil nailed site, additional nails installed in June 2015 along with rip rap in the section and hydro-seeding of entire site	2015	No	
1400 to 1480 Victor Street	Minor maintenance/repair of existing erosion treatments at the following monitoring locations: Site #2, #3, #4 and #5	2025	No	As required.

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

### Surveillance Plan

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

Table 3 – Surveillance Plan			
Area of Monitoring	Description of Monitoring	Date of Monitoring	Estimated Recurrence
1620 Broadway Avenue	Monitor slope to ensure structures are less than 10 metres from top of slope. (as of 2020, measurement is <u>12.45m</u> from top of slope).	Annual	Biannually – spring & fall (Starting in 2022)
	LRCA to consider purchasing home once dwelling is within 10		

## Kaministiquia River Operation, Maintenance and Surveillance Plan, Victor Broadway – 2024

Table 3 – Surveillance Plan			
Area of Monitoring	Description of Monitoring	Date of Monitoring	Estimated Recurrence
	metres of crest of slope.		
1400, 1420, 1460, 1480, 1510 Victor Street	Annual horizontal underground monitoring of slope using SPUD devices (dry well with an installed anchored cable that has markings that is spread across Victor Street to a corresponding flush mount casing which is used as a reference point)	Plan established August 7, 2003 and initial inspection by DST. LRCA monitored 2003 to 2007. DST (Englobe) monitored 2008 to present	Biannually – spring & fall (Starting in 2022)
	Repairs to SPUDS by DST Fall 2008. Repairs to SPUDS by DST Fall 2013.		
	Replacement of the damaged cable of the soil nail monitoring system at Site #1 (1510 Victor Street)	2024	No
1420, 1470 and 1480 Victor Street	Inclinometers, settlement plates and piezometers monitoring for slope movement.	October 2014 to March 2015 (weekly)	Biannually – spring & fall (Starting in 2022)
		April to September 2015 (bi-weekly)	
		October 2015 to June 2016 (monthly)	
		Fall 2016 going forward	
Kam River (City to Rosslyn Village)	Floodplain Mapping	1979 2018 - 2020	TBD
Kam River within City of Thunder Bay	Erosion Sites Inventory	1987 2017 - 2019	TBD
Vegetation Assessment	Victor Street Area	2021	TBD
Victor Street Sheet Pile Retaining Wall	Structural inspection, including inspection of	TBD	TBD

## Kaministiquia River Operation, Maintenance and Surveillance Plan, Victor Broadway – 2024

Table 3 – Surveillance Plan			
Area of Monitoring	Description of Monitoring	Date of Monitoring	Estimated Recurrence
	drainage system		

### Past Studies/Reports

Table 4 – Past Studies & Reports		
Area of Study	Title of Study	Date
Kam River Lakehead Expressway to boundary of City of Thunder Bay	Bank Erosion on the Kam River in the City of Thunder Bay, VB Cook Ltd.	August 1973
Kam River and Tributaries	Report on the Sept. 8-9, 1977 Flood, MNR	November 1977
Broadway – North Victor and South Victor	Benefit Cost Study of Erosion Control on the Kam River in Thunder Bay, Andrew Brodie Associates Inc.	December 1978
Lake Superior to Rosslyn Village	Kam River Floodline Mapping, James F. MacLaren Ltd.	October 1979
South Victor Avenue	Stability Analysis Kam River, South Victor Avenue, Robert Dodds Ltd.	November 1979
Vickers Heights Area	Erosion Study, Vickers Heights Area, Kam River, Dominion Soil Investigation Ltd.	January 1982
Vickers Heights Area	Review of Report on Erosion Study, Vickers Heights Area, Golder Associates	February 1982
Vickers Heights Area	Preliminary Design for Remedial Works to the banks of the Kam River, Binnie & Partners	October 1982
Vickers Heights Area	Addendum to Report Erosion Study, Vickers Heights Area, Kam River, Dominion Soil Investigations Ltd.	December 1982
Broadway Avenue and North Victor Street	Preliminary Design Report, Kam River Bank – Toe Erosion Protection, DeLCan, DeLeuw Cather, Canada Ltd.	January 1984
Kam River	Flood Risk Map, Flood Damage Protection Program	1984
Broadway Avenue and North Victor Street	Kam River Bank Toe Erosion Protection, DeLCan, Deleuw Cather, Canada Ltd.	January 1984
Victor Street	Kam River Erosion Control Bank	October 1984

## Kaministiquia River Operation, Maintenance and Surveillance Plan, Victor Broadway – 2024

Table 4 – Past Studies & Reports		
Area of Study	Title of Study	Date
	Stabilization Feasibility and Preliminary Design, Dominion Soil Investigation Inc.	
Victor Street	Geotechnical Design Brief Soldier Pile and Lagging Retaining Wall, Kam River Erosion Control, Bank Stabilization, Dominion Soil Investigation Inc.	October 1984
Fort William Historical Park	Old Fort William, Kam River Frontage Sand Bar Removal Study, Proctor and Redfern Ltd.	June 1985
King Road	Site Investigation, Bank Failure on Kam River, King Road, Robert Dodds Ltd.	November 1986
Kam River Hwy 61 to City Limits	Kam River Erosion Sites Inventory Study, Robert Dodds Limited	April 1987
Kam River Watershed	Kam River Watershed Management Study, Acres International Ltd.	November 1990
CP Rail Underpass to Lake Superior	Kam River Bank Clean Up Study, Proctor and Redfern Ltd.	October 1991
Lake Superior to Westfort Turning Basin	Kam River Property Assessment, LRCA	August 1994
Broadway Avenue / South Victor Street	Kam River Bank Stability Assessment Broadway Avenue / South Victor Street Area, DST	November 15, 2002
Victor Street	Instrumentation and Monitoring Plan, Kam River Bank Stability, DST	August 7, 2003
Victor Street	“First Step” Action Plan Kam River Bank Stability Assessment Broadway Avenue/ South Victor Street, DST	November 10, 2003
Kam River System	Water Management Plan, OPG	August 2004
Victor Street soil nailed area	Design Report Soil Nail Stabilization System for Five Locations along Victor Street, DST	March 2, 2005
Victor Street soil nailed area	Construction Report 2004 Design-Build Contract Kam River Bank Stabilization, DST	December 2006
1420 Victor Street	Victor Street Slope Failure Site No. 4 (1420 Victor Street), DST	January 8, 2013
1470/1480 Victor Street	1470-1480 Victor Street Slope Failures	June 2013

## Kaministiquia River Operation, Maintenance and Surveillance Plan, Victor Broadway – 2024

Table 4 – Past Studies & Reports		
Area of Study	Title of Study	Date
	between Sites #2 and #3	
1420 Victor Street	1420 Victor Street Slope Survey Monitoring, DST	August 6 to September 2013
1470 Victor Street	Construction Report, Slope Failures Temporary Solutions, 1470 Victor Street, DST	December 20, 2013
1480 Victor Street	Construction Report, Slope Failures Temporary Solutions, 1480 Victor Street, DST	December 20, 2013
Victor Street 2005 soil nailed areas	Victor Street Monitoring Report, DST	Annual Reports 2009 to 2015 and 2017
1420/1470/1480 Victor Street	Construction Report, 2014 Design-Build Contract	December 2014
1420/1470/1480	Victor Street Monitoring Report, DST	September 29 to December 25, 2014
1420/1470/1480	Victor Street Monitoring Report, DST	Monthly reports 2015
1420/1470/1480	Victor Street Monitoring Report, DST	Fall 2015
1420/1470/1480	Instrumentation Monitoring Report, DST	2016
1420/1470/1480	Victor Street Monitoring Report, DST	May 2017
1420/1470/1480	Victor Street Monitoring Report, DST	Spring 2018
1420/1470/1480	Victor Street Monitoring Report, DST	Spring/Summer 2019
Sites 1 to 5	Victor Street Monitoring Report DST	Fall 2020
Sites 1 to 5	Victor Street Slope Monitoring Report, Englobe	Fall 2021
Sites 1 to 5	Victor Street Slope Monitoring Report, Englobe	Fall 2022
Kam River within City of Thunder Bay	Kaministiquia River Erosion Sites Inventory Report, KGS Group	June 2019
Victor Street and Broadway Avenue	Victor/Broadway Bank Stabilization Assessment Study Report, Hatch	March 2021

## **Kaministiquia River**

### **Operation, Maintenance and Surveillance Plan, Victor Broadway – 2024**

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



**Broadway Avenue / Victor Street Erosion Projects**



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

0 50 100 150 200 m

1:6,000

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Datum: NAD 83  
Projection: UTM Zone 18N  
Imagery: NWOP 2022  
Date: February, 2024  
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**LRCA Acquired At Risk Home Locations**

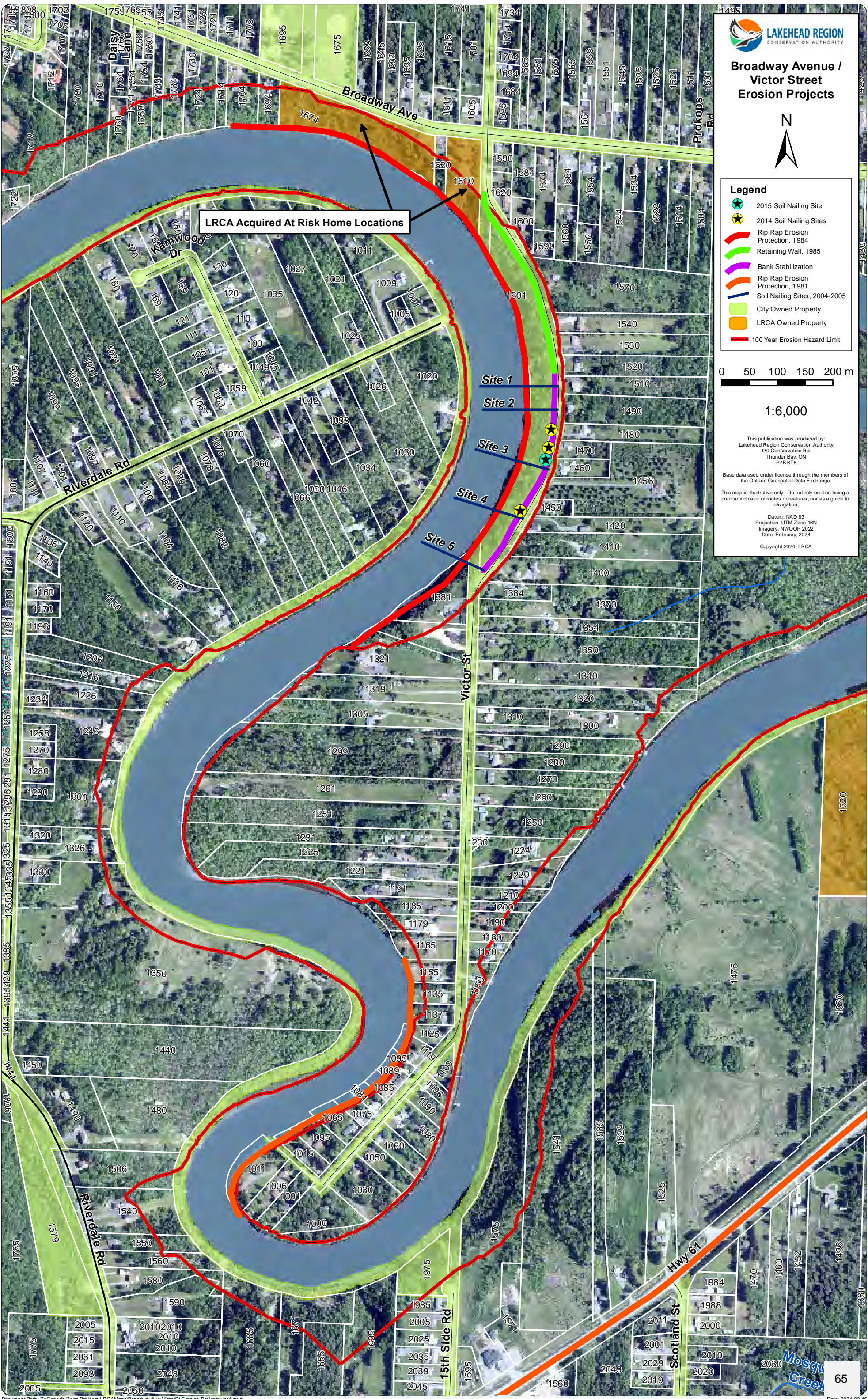
Site 1

Site 2

Site 3

Site 4

Site 5





## Kaministiquia River Restricted Speed Area



**Legend**

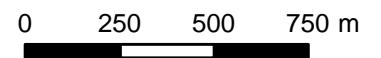
- Restricted Speed Area
- Parcels

**Drainage**

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

**Roads**

- Highway
- Road
- Street



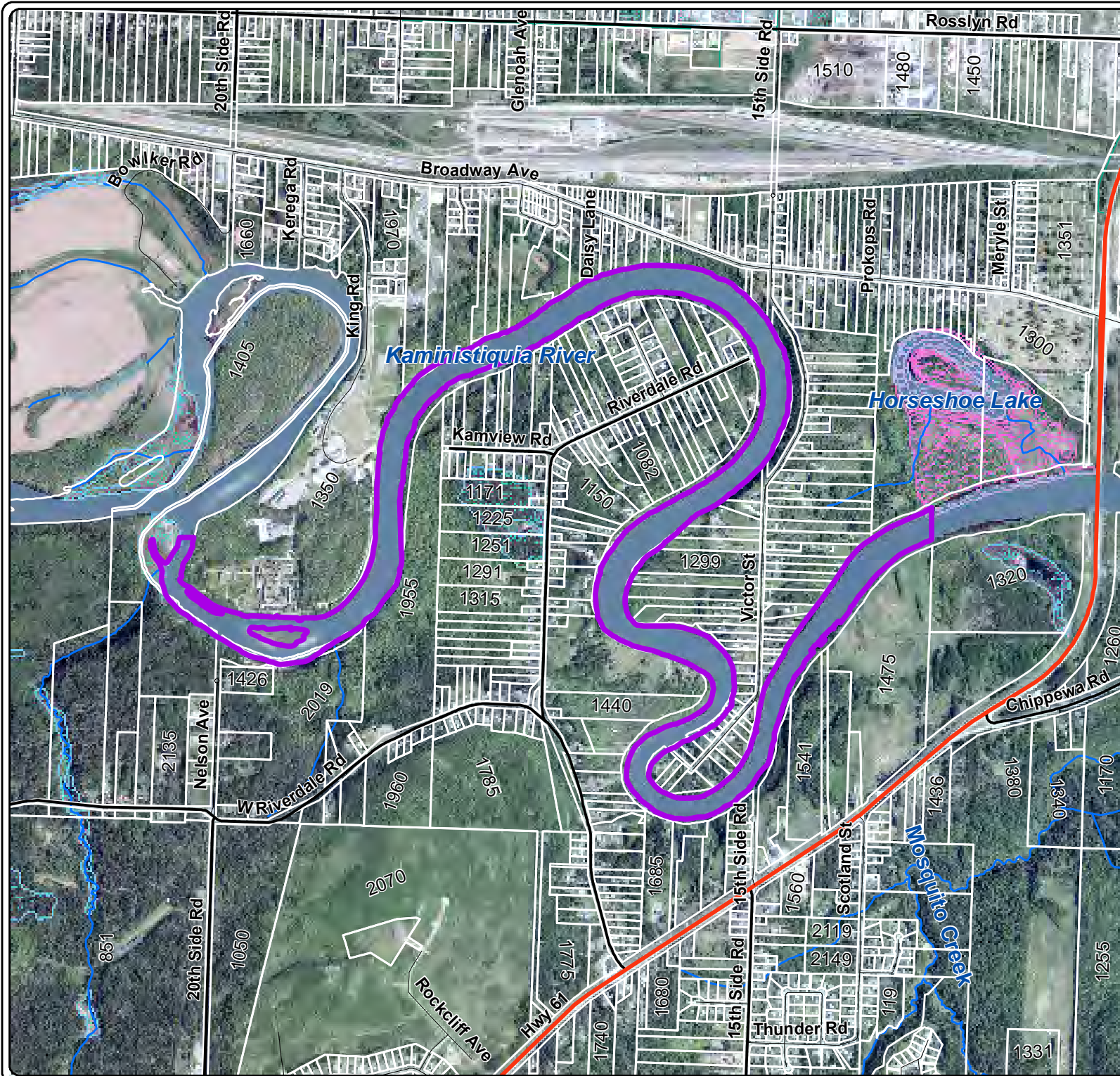
1:20,000

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navigation.

Datum: NAD 83  
Projection: UTM Zone 16N  
Date: February, 2024





<b>PROGRAM AREA</b>	Operation and Maintenance of Erosion Control Structures	<b>REPORT NO.</b>	KAMEC-02-2024
<b>DATE PREPARED</b>	February 9, 2024	<b>FILE NO.</b>	9-15-1
<b>MEETING DATE</b>	February 26, 2024		
<b>SUBJECT</b>	2023 Victor Street Monitoring Reports		

**RECOMMENDATION**

Suggested Resolution:

*“THAT Staff Report KAMEC-02-2024 and the Victor Street Slope Monitoring Report, dated August 10, 2023, and the Victor Street Slope Monitoring Report, dated November 24, 2023 be received.”*

**LINK TO STRATEGIC PLAN (2023 – 2027)**

*Protect & Support:*

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

**EXECUTIVE SUMMARY**

In 2023, Englobe Corporation (formerly DST Consulting Engineers) completed the annual monitoring of the banks of the Kaministiquia River at 1620 Broadway Avenue and the five (5) soil nail sites across from 1510, 1480, 1460, 1420 and 1400 Victor Street, in the City of Thunder Bay. Two separate site inspections were completed, and two separate reports were received. The site inspection dates were as follows: late spring inspection was completed on June 23, 2023, and a fall inspection was carried out on October 26, 2023.

Both reports indicate that all monitoring sites are in good condition and no horizontal nor vertical movement was detected. Minor erosion was observed on the slopes at several of the sites; Englobe has recommended that localized repairs be undertaken to improve the condition of the slopes and minimize any further erosion. Repairs in general include removing loose debris and material, filling in any depressions with appropriate granular material, placing topsoil, erosion control blanket and seeding the areas. LRCA staff have requested a design proposal from Englobe to facilitate the repair work. Englobe also observed that the monitoring cable at Site #1 (1510 Victor St.) is damaged; the cable will be replaced during the Spring 2024 inspection by Englobe.

The LRCA is in discussion with the City of Thunder Bay regarding their drainage improvements project along Victor Street regarding impacts to the slope monitoring system in place as well as the possibility of including the maintenance of erosion controls in their improvement project if

timing and funding allows. The LRCA and the City will continue discussions as both projects progress.

A significant slump was discovered by LRCA staff on the bank of the Kaministiquia River on LRCA owned property at 1610 Broadway Avenue on the corner of Victor and Broadway. Englobe will inspect the area during their spring 2024 inspections and report on their findings at that time.

## **DISCUSSION**

Site inspections for the Victor Street monitoring program for 1620 Broadway Avenue and for the five (5) soil nail sites across from 1510, 1480, 1460, 1420 and 1400 Victor Street were completed on June 23, 2023, and again on October 26, 2023. The Englobe Corporation (formerly DST) Victor Street Slope Monitoring Reports concluded that the treated slopes at all sites appear to be in stable condition and no significant movement has been detected with the instruments at the treated areas. Areas with asphalt roadway deterioration at the sites have been repaired with cold asphalt patch and remain in good condition.

Minor erosion was observed on the slopes at several of the sites; Englobe recommended that the condition of the slopes be improved at Sites #2, #3, #4 and #5 to minimize further erosion. Maintenance recommendations include removing any large debris, rocks, loose material, previously placed erosion control blanket or any other obstructions from the slope; fill in depressions with similar sized rockfill/granular material, followed by fresh topsoil, new erosion control blanket, topsoil and seed mix. The LRCA is working with Englobe on a design package to facilitate the maintenance of erosion control in place where required.

At Site #1 (1510 Victor Street), Englobe observed the reference cable used for monitoring on the east side of the road being damaged and will need replacing. Englobe will replace the cable during the spring site inspection in 2024.

An inspection of the bank crest at the Hill's residence located at 1620 Broadway Avenue was carried out as part of the Report. The property has previously been slated for acquisition by the LRCA once the residence is less than 10 meters from the crest of the bank. Englobe's spring inspection measured the residence at 12.45 metres from the slope crest with no evidence of new erosion.

The City of Thunder Bay is in the design phase for drainage improvements along Victor Street. The LRCA and the City have had discussions to ensure the proposed drainage project will not damage the slope monitoring system in place. There were also discussions regarding including the minor maintenance of existing erosion controls along Victor Street within their drainage improvements project to save on costs if timing allows. The LRCA will continue to work with the City as both projects progress.

In reviewing updated imagery (2022 NWOOP aerial imagery) at the beginning of January 2024, LRCA staff noticed a significant slump on the bank of the Kaministiquia River on LRCA owned property at 1610 Broadway Avenue on the corner of Victor and Broadway. Englobe will inspect the area during their spring 2024 inspections and report on their findings at that time.

**FINANCIAL IMPLICATIONS**

The City of Thunder Bay is designated as the sole benefitting municipality for the Victor Street monitoring. The 2024 budget includes funds to complete annual inspections and required minor maintenance work.

**CONCLUSION**

All five (5) soil nailed sites monitored along Victor Street are continuing to function as designed. The LRCA is currently working with Englobe to create a design package to facilitate maintenance of the erosion protection in place; the LRCA will arrange for a contractor to complete the required work once the design package is complete. The damaged cable at Site #1 will be replaced by Englobe during their Spring 2024 inspections. The residence at 1620 Broadway Avenue continues to be within an acceptable distance from the current crest of the bank.

**BACKGROUND**

In order to protect City of Thunder Bay infrastructure along Victor Street (i.e. road surface and water mains), the LRCA has completed soil nailing at several erosion sites along the Kaministiquia River banks on land owned by the City.


Five sites were treated in 2005 and three sites were treated in 2014/2015 with DST Consulting Engineer’s proprietary soil nail stabilization system SNART (Soil Nail and Root Technology), which is comprised of steel bars inserted into the soil extended below all potential failure surfaces. The nails are typically installed on a 1 to 1.5 metre grid to varying depths up to 11.0 metres. Vegetation is then planted over the area. The design life of the soil nailed areas is estimated to be 50 to 100 years. Monitoring has been carried out since the 2005 installation, with minimal movement detected in the treated sections.

The soil nailing was funded partially by the City of Thunder Bay and through funds received from the Water and Erosion Control Infrastructure (WECl) fund administered by the Ministry of Natural Resources and Forestry.

**REFERENCE MATERIAL ATTACHED**

Full reports to be circulated at the meeting.

**PREPARED BY:** Melissa Hughson, Watershed Manager

<p>THIS REPORT SIGNED AND VERIFIED BY:</p>  <p>Tammy Cook Chief Administrative Officer</p>	<p>DATE: February 20, 2024</p>
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<b>PROGRAM AREA</b>	Land Management	<b>REPORT NO.</b>	LM-01-2024
<b>DATE PREPARED</b>	January 10, 2024	<b>FILE NO.</b>	11-4-4
<b>MEETING DATE</b>	February 28, 2024		
<b>SUBJECT</b>	2023 Hazard Tree Removal Program		

**RECOMMENDATION**

*“THAT: Staff Report LM-01-2024 be received for information.”*

**LINK TO STRATEGIC PLAN**

Connect and Explore:

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

**EXECUTIVE SUMMARY**

Lakehead Region Conservation Authority (LRCA) field staff conducted the annual Hazard Tree Removal Program during the month of October. Trees were felled in all areas where there could be a danger to people and/or LRCA property. Hazard trees are chosen to be felled if they appear to be dead, dying and/or damaged. These trees can include large trees up to and over two feet in diameter and trees as small as four inches in diameter. A total of 231 hazard trees were removed from LRCA property during 2023. Professional contractors were hired to remove trees deemed as a safety hazard to LRCA staff and hazard trees with potential liability concerns.

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

**DISCUSSION**

In total, a total 231 trees were felled in 2023. The attached spreadsheet summarizes the location and species cut down per area.

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

During the 2023 felling season staff continued to identify hazard trees within LRCA propertied and remove them in a timely fashion. The LRCA also hired a professional tree contractor to fell several large trees. Professional tree contractors are hired when hazard trees are in positions where they become a safety risk to LRCA staff during felling or if they are near infrastructure that can lead to possible litigation if a mistake during felling occurs. Rutter Urban Forestry felled 7 large trees ranging from 60-70 feet in height that were situated in precarious positions at Hazelwood Lake Conservation Area and the McVicar/Hartviksen property.

**FINANCIAL IMPLICATIONS**

Staff time for this program is budgeted yearly as part of the LRCA levy process. Professional contractors were hired at a total cost of \$2,095.26 which is also budgeted yearly.

**CONCLUSION**

In total 231 trees were removed from LRCA owned lands in 2023. The hazard tree program proactively addresses tree hazards to ensure the safety of staff and visitors to LRCA owned land and also minimizes risk to LRCA owned infrastructure.

**BACKGROUND**

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

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

To date since 2003 the LRCA has felled 5,302 hazard trees from LRCA owned properties.


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

**REFERENCE MATERIAL ATTACHED**

2023 Hazard Tree Removal Summary Table

**PREPARED BY:**

Ryne Gilliam, Lands Manager

THIS REPORT SIGNED AND VERIFIED BY:  Chief Administrative Officer	DATE: February 13, 2024
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## 2023 Hazard Tree Removal Summary

Property	Area	Tree Species							Total Trees Removed	Notes
		Poplar	Red Pine	Spruce	Birch	Balsum	Jackpine	Willow		
<b>Cascades</b>	Picnic Area								33	
	Red Trail	3		4	5			1		
	Orange Trail	2		2	2			2		
	Blue Trail	3		3	2			1		
	Yellow Trail	3								
	Paved/Green Trail									
<b>Hazelwood Lake</b>	Picnic Area			4					41	4 large spruce trees were felled by Rutter Forestry as they were adjacent to a power line
	Beach Trail	4		2	2					
	Forest Community Trail	6		6	9					
	Dam Trail	3		3	2					
<b>Hurkett Cove</b>	Picnic Area	3							26	
	Trail System	11		6		6				
<b>Cedar Falls</b>	Picnic Area								20	
	Trail System	7		5	2	3	3			
<b>Little Trout Bay</b>	Picnic Area			7		2			28	
	Lookout Trail	4		6		2				
	Lake Front Trail	2		4		1				
<b>Mission Island</b>	Picnic Area								23	
	Trail System	12		6	5					
<b>Silver Harbour</b>	Picnic Area	2							2	
<b>Mills Block Forest</b>	Trail System	5		9		4	2		20	
<b>McVicar/Hartviken</b>									3	3 large poplar trees felled by Rutter Forestry adjacent to neighbours property
	Open Area	3								
<b>Wishart Forest</b>	Trail System	5		17	3	7	3		35	
<b>Broadway/Victor</b>									0	
<b>TOTAL:</b>		78	0	84	32	25	12	0	<b>231</b>	





<b>PROGRAM AREA</b>	FOREST MANAGEMENT	<b>REPORT NO.</b>	FORMG-01-2024
<b>DATE PREPARED</b>	January 18, 2024	<b>FILE NO.</b>	22A-11-2
<b>MEETING DATE</b>	February 28, 2024		
<b>SUBJECT</b>	Forest Management Plan: Annual Summary – 2023		

**RECOMMENDATION**

*Suggested Resolution:*

*“THAT: Staff Report FORMG-01-2024 be received.”*

**LINK TO STRATEGIC PLAN (2023-2027)**

*Conserve and Sustain:*

- *Engage stakeholders, the environmental community, and our watershed residents in a collective effort to protect, restore, and enhance our local environment through stewardship programs, strategies, and best management and sustainable practices.*
- *Manage land holdings through systemic evaluations, inventories, and strategies.*

*Connect and Explore:*

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

**EXECUTIVE SUMMARY**

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

The current MFTIP Plan covers the term of January 1, 2017 to December 31, 2026. In 2023, the total taxes paid for the ten properties was \$11,302.08. Total coin box/pay and display payments at the Forest Management properties amounted to \$22,611.81. Harvesting within Wishart Conservation Area was conducted during the winter months of 2023 with a stumpage profit of \$4,446.97.

## DISCUSSION

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

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

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

Attached is the Report of Activities that provides greater details on general activities at each Managed Forest property area. Below are the activities that were reported between the January 1 and December 31, 2023 term.

2023 Report of Activities Summary					
Managed Forest Property Areas	Taxes Paid	Visitation Revenue	Harvesting Revenue	Planting / Habitat Work	Recreation / Learning
Cascades	\$ 282.08	\$ 18,167.25	-	-	✓
Cedar Falls	\$ 84.69	\$ 708.20	-	-	✓
Granite Point*	\$ 154.57	-	-	-	-
Hazelwood Lake	\$ 5,631.10	\$ 1,317.27	-	-	✓
Hurkett Cove	\$ 909.56	\$ 351.58	-	-	✓
Little Trout Bay	\$ 180.04	\$ 946.36	-	-	✓
Wishart	\$ 991.39	\$197.00	\$4,446.97	Yes	✓
Mills Block	\$ 611.08	\$ 924.15	-	-	✓
Harpell/ Bocking*	\$322.87	-	-	-	-
William's Forest*	\$ 2,134.70	-	-	-	-
<b>Total Cost</b>	<b>\$ 11,302.08</b>	<b>\$ 22,611.81</b>	<b>\$4,446.97</b>	-	-

\* not publicly accessible Managed Forest Property Areas.

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

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

Harvesting occurred during January and early February of 2023 within block 9 of Wishart Conservation Area by Eco Logging. Block 9 is a 15.29-acre area that bisects the main trail and was identified within the Managed Forest Plan developed by KBM Resources Group to be harvested. This block was identified as an over mature block with a high number of danger trees. Cutting was completed with a Selective Harvesting approach thus limiting the overall impact and aesthetic of the forest. All harvesting was overseen by a Registered Professional Forester. Stumpage profit from the harvesting was \$4,446.97, which was deposited into the Forest Management Reserve. As part of the harvesting an extensive re-planting of the cut areas was completed after harvesting. Over 1,000 seedlings were planted mainly being white spruce with an added mixture of black spruce and red pine. Additionally, 30 larger (3-4ft) white spruce trees were planted along the trails edge of the staging area within block 9.

## **FINANCIAL IMPLICATIONS**

Costs to manage the forestry component of the Forest Management Properties are funded through self-generated forestry revenue. Funds are maintained in the Forest Management Reserve. Stumpage profit from the 2023 harvesting at Wishart Conservation Area was \$4,446.97 which was deposited into the Forest Management Reserve.

## **CONCLUSION**

Every year the LRCA documents the activities in the ten Forest Management properties as part of the Ontario Forest Management Tax Incentive Program (MFTIP). Activities are to be carried out according to "good forestry practices" as defined in the *Forestry Act*. In 2023, the total property taxes paid was \$11,302.08. The revenue collected from the coin boxes was \$22,611.81 at the ten properties. Profit from the harvesting at Wishart Conservation Area was \$4,446.97 which was deposited into the Forest Management Reserve.

**BACKGROUND**

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


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

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

**REFERENCE MATERIAL ATTACHED**

MFTIP Activity Reports – January 1, 2017 to December 31, 2023

**PREPARED BY:** Ryne Gilliam, Lands Manager

THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer	DATE: February 13, 2024
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Section 9: Managed Forest Plan # 12707 - Report of Activities

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

Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues		Comments			
	Description	Planned	Completed		Voluntary Donations to Coin Boxes		Taxes			
Cascades	Maintenance of parking areas, picnic facilities, pavilion, privy; garbage pick-up; clear trails of fallen trees; replace signage as required.	yes	Annually				2017	\$1,871.61	2017	\$199.67
					2018	\$1,261.10	2018	\$218.88		
					2019	\$2,377.33	2019	\$235.49		
					2020	\$3,208.30	2020	\$256.12		
					2021	\$7,357.91	2021	\$256.48		
					2022	\$15,975.00	2022	\$237.70		
					2023	\$18,167.25	2023	\$282.08		
					2024		2024			
					2025		2025			
					2026		2026			
	Flag approximate property boundaries	yes	Not done							
	Improve trails, particularly in wet areas	yes	Not done							
Obtain new aerial photography for Forest Management purposes	yes	Not done								
Collect contributions from collection boxes (pay and display unit)	yes	Annually								
Explore other opportunities to generate income	yes	Not done								
Acquire the private land that separates LRCA properties	yes	Not done								

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

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

Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

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

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

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

### Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments
	Description	Planned	Completed			
	Municipal By-Law Sign Installed	no	2021	\$259.00		
	Pay and Display Location Signage (2) Installed	no	2021	\$98.00		
	Parking Line Painting	no	2021	\$901.29		
	Coin Boxes Removed (2)	no	2021	\$0.00		
	Parking Lot and Paved Trail Redesign and Consultation	no	2022	\$21,752.51		
	Parking Lot Repaving and AODA Trail Paving	no	2023	\$284,410.00		\$97,624.75 paid by NOHFC Funding Program
	AODA Outhouse Installation	no	2023	\$32,375.25		
	Infographic Sign Installed	no	2023	\$199.63		

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

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

Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues		Comments	
	Description	Planned	Completed		Voluntary Donations to Coin Boxes		Taxes	
Cedar Falls	Maintenance of parking areas, picnic facilities; garbage pick up; clear trails of fallen trees; replace signage as required.	yes	Annually					
					2017	\$321.43	2017	\$58.07
					2018	\$375.67	2018	\$64.91
					2019	\$523.54	2019	\$69.15
					2020	\$1,172.73	2020	\$72.78
					2021	\$1,954.26	2021	\$74.69
					2022	\$489.05	2022	\$76.30
					2023	\$708.20	2023	\$84.69
					2024		2024	
					2025		2025	
		2026						
	Flag approximate property boundaries	yes	Not done					
	Obtain new aerial photography for Forest Management purposes	yes	Not done					
	Collect contributions from collection boxes	yes	Annually					
	Explore opportunities to generate income and/or reduce operating costs.	yes	Not done					
	One payment information sign installed	no	2017	\$84.97				
	New Entrance Sign Installed	no	2020	\$120.00 materials				
	New Concrete Picnic Table Installed	no	2020	\$1,680.31				
	Emergency Information Sign Installed	no	2020	\$42.50				



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

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

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(to be completed as activities are completed in forest)

	Not a Designated Swim Area Sign Installed	no	2020	\$42.50		
	No Harvesting Sign Installed	no	2020	\$42.50		
	Large \$5 Fee Sign Installed	no	2021	\$449.00		
	Emergency Turn Around Section Developed Along Trail	no	2022	\$0		
	Infographic Sign Installed	no	2023	\$199.63		

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

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

Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments	
	Description	Planned	Completed				
Granite Point	No activity	yes				<b>Taxes</b>	
						<b>2017</b>	\$117.30
						<b>2018</b>	\$125.54
						<b>2019</b>	\$135.79
						<b>2020</b>	\$146.77
						<b>2021</b>	\$149.61
						<b>2022</b>	\$152.11
						<b>2023</b>	\$154.75
						<b>2024</b>	
						<b>2025</b>	
						<b>2026</b>	
	Flag approximate property boundaries	yes	Not done			<b>Note:</b> no access to date.	
	Obtain new aerial photography	yes	Not done				
	Explore new opportunities	yes	On-going				
	Harvesting	no	Not done				

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

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

Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments	
	Description	Planned	Completed				
Harpell/Bocking	No activity	yes				<b>Taxes</b>	
						<b>2017</b>	\$363.18
						<b>2018</b>	\$173.24
						<b>2019</b>	\$270.32
						<b>2020</b>	\$271.48
						<b>2021</b>	\$271.95
						<b>2022</b>	\$272.88
						<b>2023</b>	\$322.87
						<b>2024</b>	
						<b>2025</b>	
<b>2026</b>							
	Flag approximate property boundaries	yes	Not done			<b>Note:</b> no access to date.	
	Obtain new aerial photography	yes	Not done				
	Explore new opportunities	yes	On-going				
	Harvesting	no	Not done				

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

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

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(to be completed as activities are completed in forest)

Compartment	Activities		Costs	Revenues		Comments		
	Description	Planned		Completed	Voluntary Donations to Coin Boxes		Taxes	
Hazelwood Lake	Maintenance of parking areas, picnic facilities, beach area, canoe launch area and assoc. infrastructure; garbage pick-up; clear trails of fallen trees; replace signage as required.	yes	Annually					
					2017	\$713.16	2017	\$4,351.47
					2018	\$813.84	2018	\$4,347.84
					2019	\$1,003.25	2019	\$4,604.99
					2020	\$1,899.58	2020	\$5,054.59
					2021	\$2,521.76	2021	\$5,349.96
					2022	\$1,211.69	2022	\$5,423.28
					2023	\$1,317.27	2023	\$5,631.10
					2024		2024	
					2025		2025	
		2026						
	Flag approximate property boundaries	yes	Not done					
	Obtain new aerial photography for Forest Management purposes	yes	Not done					
	Two payment information signs installed	no	2017	\$169.94				
	Pursue purchase of non-LRCA properties that touch Hazelwood Lake so that a trail can be created that circumnavigates the lake.	yes	Not done					
	Collect contributions from collection boxes	yes	Annually					

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

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

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(to be completed as activities are completed in forest)

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

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

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

Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

No Fires Sign Installed		no	2020	\$42.50		
Snowmobiles Prohibited Sign Installed		no	2020	\$42.50		
No Gasoline Powered Engines Sign Installed		no	2020	\$42.50		
Large \$5 Fee Sign Installed		no	2021	\$449.00		
Refinish main entrance sign		no	2021	\$100.00		
Garage Repairs		no	2021	\$3,694.24		
Dam Repairs		no	2021	\$182,299.53		
Concrete Picnic Table Installed			2022	\$2,216.89		
Picnic Shelter Demolition		yes	2022	\$6,610.50		
Floating Dock/Kayak Launch Installation		yes	2023	\$10,175.28		
Infographic Sign Installed		no	2023	\$199.63		

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

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

Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues		Comments	
	Description	Planned	Completed		Voluntary Donations to Coin Boxes		Taxes	
Hurkett Cove	Maintenance of parking areas, picnic facilities, pavilion, privy; garbage pick-up; clear trails of fallen trees; replace signage as required.	yes	Annually					
					2017	\$180.65	2017	\$335.41
					2018	\$184.53	2018	\$258.83
					2019	\$182.65	2019	\$313.89
					2020	\$498.82	2020	\$303.64
					2021	\$880.45	2021	\$376.58
					2022	\$368.67	2022	\$386.60
					2023	\$351.58	2023	\$909.56
					2024		2024	
					2025		2025	
		2026						
	Obtain new aerial photography for Forest Management purposes	yes	Not done					
	Flag approximate property boundaries for marketing purposes	yes	Not done					
	Explore opportunities to generate income and/or reduce operating costs.	yes	Not done					
	Collect contributions from collection box	yes	Annually					
	One payment information sign installed	no	2017	\$84.97				
	Trail spur cut to new lookout point from existing trail.	no	2019	\$50.00				

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

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

### Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

	New trail head sign installed	no	2019	\$200.00		
	Bird feeder installed	no	2019	\$150.00		
	Emergency Information Sign Installed	no	2020	\$42.50		
	No Harvesting Sign Installed	no	2020	\$42.50		
	New Floating Dock Installed	no	2020	\$19,566.94		Paid for by Parks Canada (NMCA)
	Large \$5 Fee Sign Installed	no	2021	\$449.00		
	Refinish main entrance sign	no	2021	\$100.00		
	AODA Picnic Table Installed	no	2022	\$1,700.00 (Donation)		Paid for by Superior Picnics Program funded by Superior Country
	Infographic Sign Installed	no	2023	\$199.63		



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

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

Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues		Comments	
	Description	Planned	Completed		Voluntary Donations to Coin Boxes		Taxes	
Little Trout Bay	Maintenance of parking areas, boat launch, docks, picnic facilities, pavilion; garbage pick up; clear trails of fallen trees; replace signage as required.	yes	Annually					
					2017	\$456.88	2017	\$142.86
					2018	\$843.50	2018	\$160.66
					2019	\$522.52	2019	\$177.56
					2020	\$914.66	2020	\$190.55
					2021	\$1,819.81	2021	\$190.61
					2022	\$1,210.05	2022	\$176.44
					2023	\$9,46.36	2023	\$180.04
					2024		2024	
					2025		2025	
		2026						
	Flag approximate property boundaries	yes	Not done					
	Obtain new aerial photography for Forest Management purposes	yes	Not done					
	Explore opportunities to generate income and/or reduce operating costs.	yes	Not done					
	Collect contributions from collection box	yes	Annually					
	One payment information sign installed	no	2017	\$84.97				
	Recycling/garbage unit installed	no	2017	\$20.00				
	Replace older information kiosk with new kiosk	yes	2017	\$2,250.79				

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

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Damaged dock removed	no	2018	\$4,859.00		
Installed 120 meters of boardwalk sections along Lookout trail. Provided connection to NCC trail.	no	2019	Materials Donated by Nature Conservancy of Canada.		
New interpretive sign installed in pavilion	no	2019	\$675.31		
No Camping or Overnight Parking Sign Installed	no	2020	\$42.50		
No Fires Sign Installed	no	2020	\$42.50		
Emergency Information Sign Installed	no	2020	\$42.50		
Certified Scuba Divers Only Sign Installed	no	2020	\$42.50		
No Parking Sign Installed	no	2020	\$42.50		
Large \$5 Fee Sign Installed	no	2021	\$449.00		
Refinish main entrance sign	no	2021	\$100.00		
Installed 36 meters of boardwalk sections along Lookout trail.	no	2021	\$500.00		
Additional Coin Box Installed	no	2021	\$726.96		
Installed AODA Concrete Outhouse	no	2022	\$33,408.45		
Infographic Sign Installation	no	2023	\$199.63		
Dock Re-Decking	no	2023	\$12,771.57		

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

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

Report Summary Period: January 1, 2017 to December 31, 2023

(to be completed as activities are completed in forest)

	Life Saving Station	no	2023	\$230.00		
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Compartment	Activities			Costs	Revenues	Comments		
	Description	Planned	Completed					
Wishart Conservation Area	Maintenance of parking areas, garbage pick-up; clear trails of fallen trees; replace signage as required.	yes	Annually		Voluntary Donations to Coin Boxes		Taxes	
					Removed Coin Box from Cascades installed October 2021.		2017	\$428.21
					2018	\$630.99		
					2019	\$755.36		
					2020	\$790.70		
					2021	\$790.70		
					2022	\$891.39		
					2023			
					2024			
					2025			
2026								
	KBM hired to oversee forest management operations	yes	2017	2017 - \$4,579.20 2018 - \$867.49 2019 - \$763.20		KBM Fees are based on time and materials with an upset limit of \$21,900		
	Open House held to inform public about harvesting schedule and methodology	yes	2017					
	Eco Logging hired to Harvest Block 7 and Block 22 (Phase 1 – 2017-2019)	yes	Ongoing		2018 - \$6,887.87 2019 - \$2,685.66	2018 – Block 7, 1,076 cords removed 2019 – Block 22, 445.91 cords removed		
	Post informative signs where harvesting abuts trail system	yes	2017					
	Trees planted in harvested areas Block 7 – 5,000 trees, by 11 volunteers	yes	May 2018	Trees donated by KBM, Resolute; planted by KBM,				

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

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Compartment	Activities			Costs	Revenues	Comments
	Description	Planned	Completed			
				Resolute, Outland, LRCA		
	Flag approximate property boundaries	yes	Not done			
	Explore opportunities to generate income and/or reduce operating costs.	yes	Not done			
	Investigate more favourable lease agreement with fire department	yes	Not done			
	Trees planted in harvested areas Block 22 – 2,000 trees	yes	2019	Trees donated by KBM, Resolute; planted by LRCA staff.		
	Trees planted in harvested areas Block 22 - 1000	yes	2020	Trees donated and planted by KBM, Resolute.		
	Emergency Information Sign Installed	no	2020	\$42.50		
	No Harvesting Sing Installed	no	2020	\$42.50		
	Large \$5 Fee Sign Installed	no	2021	\$449.00		
	Installation of Coin Box	no	2021	\$726.91		
	Eco-Logging harvested block 9	yes	2023		\$4,446.97	2023- Block 9, 685.26 chords removed
	Trees planted in harvested area Block 9 – 1000	yes	2023	Trees donated and planted by KBM, Resolute.		
	30, 3-4 ft Spruce Trees Planted			\$900.00 for 3-4 ft Spruce trees		
	Infographic Sign Installed	no	2023	\$199.63		

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

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

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(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments																																				
	Description	Planned	Completed																																							
Mills Block Conservation Area	Maintenance of parking areas, garbage pick up; clear trails of fallen trees; replace signage as required.	yes	Annually		Removed Coin Box from Mission Marsh Installed October 2021. <table border="1"> <tr><td>2021</td><td>\$251.35</td></tr> <tr><td>2022</td><td>\$1,285.36</td></tr> <tr><td>2023</td><td>\$924.15</td></tr> <tr><td>2024</td><td></td></tr> <tr><td>2025</td><td></td></tr> <tr><td>2026</td><td></td></tr> </table>		2021	\$251.35	2022	\$1,285.36	2023	\$924.15	2024		2025		2026		<table border="1"> <thead> <tr><th colspan="2">Taxes</th></tr> </thead> <tbody> <tr><td>2017</td><td>\$497.86</td></tr> <tr><td>2018</td><td>\$524.32</td></tr> <tr><td>2019</td><td>\$530.58</td></tr> <tr><td>2020</td><td>\$554.89</td></tr> <tr><td>2021</td><td>\$575.03</td></tr> <tr><td>2022</td><td>\$592.90</td></tr> <tr><td>2023</td><td>\$611.08</td></tr> <tr><td>2024</td><td></td></tr> <tr><td>2025</td><td></td></tr> <tr><td>2026</td><td></td></tr> </tbody> </table>		Taxes		2017	\$497.86	2018	\$524.32	2019	\$530.58	2020	\$554.89	2021	\$575.03	2022	\$592.90	2023	\$611.08	2024		2025		2026	
							2021	\$251.35																																		
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2023	\$611.08																																									
2024																																										
2025																																										
2026																																										
Flag approximate property boundaries	yes	Not done																																								
Obtain new aerial photography for Forest Management purposes	yes	Not done																																								
Create/update brochures	yes	Not done																																								
Explore opportunities to generate income and/or reduce operating costs	yes	Not done																																								
Harvesting in compartments	maybe	Not done																																								
Installed concrete picnic table	no	2017		\$2,653.90																																						
Boardwalk sections installed, 60 meters.	yes	2019		\$500.00																																						

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

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

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(to be completed as activities are completed in forest)

	Access Bridge Installed	no	2019	Donated and constructed by Enbridge		
	Emergency Information Sign Installed	no	2020	\$42.50		
	No Harvesting Sign Installed	no	2020	\$42.50		
	No Winter Maintenance Sign Installed	no	2020	\$42.50		
	Large \$5 Payment Sign Installed	no	2021	\$449.00		
	Coin Box Installed	no	2021	\$726.96		
	Infographic Sign Installed	no	2023	\$199.63		
	Seasonal Outhouse Rental Installed (May to October)	no	2023	\$1,099.02		

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(to be completed as activities are completed in forest)

Compartment	Activities			Costs	Revenues	Comments	
	Description	Planned	Completed				
William's Forest	Obtain new aerial photography for Forest Management purposes	yes	Not done			Taxes	
						2017	\$1,626.13
						2018	\$1,758.37
						2019	\$1,865.90
						2020	\$2,027.33
						2021	\$2,027.35
						2022	\$2,068.09
						2023	\$2,134.70
						2024	
						2025	
2026							
	Attempt to purchase properties that separate the LRCA holdings	yes	Not done				
	Explore opportunities to generate income and/or reduce operating costs	yes	Not done				
	Flag approximate property boundaries	yes	Not done				
	Follow operations plan when forestry operations conducted.	yes	On going				
	Forestry Operations Conducted in Block D	yes	2020		\$20,544.83	Block-D 1,909.01 Cords removed	
	3 No Hunting Signs Installed	no	2020	\$127.50			

**2024 TREASURER'S REPORT - January  
MONTHLY EXPENSES**

	<b>2024 BUDGET</b>	<b>January</b>	<b>TOTAL TO DATE</b>	<b>BALANCE REMAINING</b>
<b>REVENUE</b>				
Provincial Grants	348,732	40,000	40,000	308,732
Municipal Levy	1,854,691	1,854,691	1,854,691	-
Self Generated	341,214	84,693	84,693	256,521
Other Revenue	414,019	34,437	34,437	379,582
<b>TOTAL REVENUE</b>	<b>2,958,656</b>	<b>2,013,820</b>	<b>2,013,820</b>	<b>944,836</b>
<b>EXPENSES</b>				
<b>Category 1: Mandatory Programs and Services</b>				
Corporate Services	959,560	85,872	85,872	873,688
Risk of Natural Hazards	1,048,714	81,395	81,395	967,319
Conservation and Management of Lands owned and controlled by the Authority	455,875	26,332	26,332	429,543
Source Water Protection	68,792	4,623	4,623	64,169
Other Programs and Services	22,870	62	62	22,808
<b>Total Category 1 Mandatory Programs and Services</b>	<b>2,555,811</b>	<b>198,284</b>	<b>198,284</b>	<b>1,483,839</b>
<b>Category 2: Non-Mandatory Programs and Services at the Request of a Municipality</b>				
Mapping Services	16,000	-	-	16,000
<b>Total Category 2 Non-Mandatory Programs and Services at the Request of a Municipality</b>	<b>16,000</b>	<b>-</b>	<b>-</b>	<b>16,000</b>
<b>Category 3: Non-Mandatory Programs and Services</b>				
Education	103,882	3,686	3,686	100,196
Stewardship	272,963	5,435	5,435	267,528
Other	10,000	-	-	10,000
<b>Total Category 3 Non-Mandatory Programs and Services</b>	<b>386,845</b>	<b>9,121</b>	<b>9,121</b>	<b>377,724</b>
<b>Total All Expenses</b>	<b>2,958,656</b>	<b>207,405</b>	<b>207,405</b>	<b>1,877,563</b>





<b>PROGRAM AREA</b>	POLICY	<b>REPORT NO.</b>	CORP-05-2024
<b>DATE PREPARED</b>	February 5, 2024	<b>FILE NO.</b>	Finance Office
<b>MEETING DATE</b>	February 28, 2024		
<b>SUBJECT</b>	Remuneration of Members 2024 Update		

**RECOMMENDATION**

Suggested Resolution

*“THAT: Staff Report CORP-05-2024 Remuneration of Members 2024 Update be received.”*

**LINK TO STRATEGIC PLAN**

*Govern and Enhance:*

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

**EXECUTIVE SUMMARY**

Per the Administrative By-Law, the Authority shall establish Board Member remuneration rates for per diems, mileage, and expenses from time to time. Policy BOD-06: Remuneration of Members outlines the method of determining the compensation rates. According to the policy the Chair and Board Member per diem and mileage rates have been updated for 2024.

**DISCUSSION**

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

In 2018, the Board adopted Policy BOD-06: Remuneration of Members, which outlined that Board per diem rates would increase annually based on the previous years Consumer Price Index. The Consumer Price Index average annualized rate increase for Thunder Bay for 2023 is 3.40 %; therefore, the 2024 Chair Per Diem increases from \$94.14 to \$97.34 and the Member Per Diem increases from \$85.40 to \$88.30. The provincial rate for mileage has increased from \$0.68 to \$0.70 per kilometre.

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

**FINANCIAL IMPLICATIONS**

In 2023, the actual cost for board per-diems was \$18,007.00. The estimated cost for per diems in 2024 based on the 3.4 % increase is \$18,620.00. The 2024 Budget included \$19,500.00 for the anticipated cost.

**CONCLUSION**

The policy regarding rates and future increases allows for future budget preparation, while providing a transparent method to provide fair remuneration to LRCA Members. The rates for 2024 have been updated per the policy.

**BACKGROUND**


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

**REFERENCE MATERIAL ATTACHED**

Policy BOD-06: Remuneration of Members

**PREPARED BY:**

Mark Ambrose, Finance Manager

THIS REPORT SIGNED AND VERIFIED BY:  Tammy Cook Chief Administrative Officer	DATE: February 5, 2024
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<b>Section:</b>	BOARD OF DIRECTORS		
<b>Title:</b>	BOD-06: Remuneration of Members		
<b>Resolution</b>	Res # 140/18	<b>Approval Date:</b>	November 28, 2018
<b>Revisions:</b>	#46/22		

## 1.0 Intent

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

## 2.0 Board Member Per Diem

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

## 3.0 Chair Per Diem

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

## 4.0 Per Diem Rates

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

## 5.0 Mileage Rate

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

## 6.0 Meal and Incidental Expense Rate

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

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

## 7.0 Other Expenses

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

## 8.0 Provincially Appointed Members

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

Attachment:

- Board of Director Per Diem Rate Summary

# Board of Director Per Diem Rate Summary

Year	CPI %	Chair Per Diem	Member Per Diem	Mileage Rate
1992-2007		\$55.00	\$47.00	
2008-2010		\$75.00	\$67.00	
2011-2018		\$80.00	\$72.00	
2019	1.70%	\$81.36	\$73.22	
2020	1.50%	\$82.58	\$74.32	
2021	1.20%	\$83.57	\$75.81	
2022	4.4%	\$87.25	\$79.15	\$0.61
2023	7.9%	\$94.14	\$85.40	\$0.68
2024	3.4%	\$97.34	\$88.30	\$0.70



**LAKEHEAD REGION**  
CONSERVATION AUTHORITY

February 28, 2024

Moved By

Seconded By

*“THAT: having examined the accounts for the period January 1, 2024 to January 31,2024 cheque #3131 to #3154 for \$108,647.08 and preauthorized payments of \$115,728.87 for a total of \$224,375.95, we approve their payment.”*

3131	2611943 Ontario Ltd.	Garbage Removal Mission Marsh	226.00
3132	CDS Consulting Limited	Technical Services July 1 - October 31, 2023	5,141.50
3133	City of Thunder Bay	Water Nov 2023	1,713.65
3134	Design House Publications	Municipal Newsletter Ads	644.10
3135	Englobe Corp.	Victor Street Monitoring	2,949.30
3136	Grant Thornton LLP	Cloud Accounting October - December 2023	389.85
3137	Hatch Ltd.	Floodway Survey 2023	11,300.00
3138	Impact Promotions	Uniform shirts for Tammy, Michelle W.	518.90
3139	Innovated Solutions	2024 Cloud Protection Firewall	898.35
3140	Jessie McFadden	Mileage Sep 7 - Dec 05, 2023, Boot Allowance	374.86
3141	KGS Group Consulting Engineers	Floodway Integrity Evaluation Study Oct, Nov 2023	41,901.26
3142	Lowery's	New office chairs, Office Supplies	1,699.15
3143	Melissa Hughson	CA University expenses Dec 12-13, 2023	193.40
3144	Mr. Lube	Oil change 2015 Dodge truck	75.01
3145	RAS Maintenance Services	Carpet cleaning, Janitorial Services Nov-Dec	2,845.23
3146	Ryan Harris	Waterproof work pants for Ryan Harris	220.34
3147	TBT Engineering Consulting Group	Building Electrical Upgrade Administration	3,147.05
3148	Thunder Bay Answering Service Inc.	Answering Service January 2024	258.72
3149	Thunder Bay Broom & Chemicals	Office Supplies	104.53
3150	Adept Plumbing & Mechanical	Plumbing upgrades in office	15,722.05
3151	Conservation Ontario	2024 CO Levy - Installment 1	11,085.92
3152	Grant Thornton LLP	Payworks sync issues	565.26
3153	SGC Inc.	Cascades Conservation Area Vault Toilet	6,497.50
3154	Superior Outdoors Inc. The Walleye	Advertising in the Walleye magazine	175.15
			<u>108,647.08</u>
PA	Payroll and Per Diems		83,579.67
PA	Royal Bank Group Retirement RRSP and TFSA		2,569.30
PA	RWAM and Lifeworks Benefits		3,678.00
PA	Enbridge		1,026.93
PA	Synergy North		600.61
PA	Esso		612.14
PA	Visa Routine Monthly Expenses		7,704.30
PA	Banking and Visa Fees		936.02
PA	Postage		-
PA	OMERS December		14,735.00
PA	Photocopier Lease		286.90
			<u>115,728.87</u>
			<u>224,375.95</u>

Chair

Res# \_\_\_\_\_/24

**Monthly Plan Input/Review and Fill Regulations Administration  
January 1 to 31, 2024**

Municipality	Minor Variance (A)	Consent (B)	Official Plan	Official Plan Comprehensive Review	Zoning By-Law (Z)	Subdivisions	Clearances	Reality Services	Lawyer Inquiries	Letter of Opinion (Other)	Total
City of Thunder Bay										Class EA - 290 Bay Street	
<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>1</b>	<b>1</b>
Oliver Paipoonge		1B/02/24									
		1B/01/24									
		1B/03/24									
		1B/04/24									
<b>Total</b>	<b>0</b>	<b>4</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>4</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		B10-2023							0 Sturgeon Bay Road		
		B11-2023									
<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>1</b>	<b>0</b>	<b>3</b>
Shuniah		B23-2							Shoreline Road Allowance - 2367 Amethyst Ave	Hyrdo One Waasigan Transmission	
<b>Total</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>3</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>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>11</b>

Monthly Plan Input/Review and Fill Regulations Administration  
February 1 to 20, 2023

Municipality	Minor Variance (A)	Consent (B)	Official Plan	Official Plan Comprehensive Review	Zoning By-Law (Z)	Subdivisions	Clearances	Reality Services	Lawyer Inquiries	Letter of Opinion (Other)	Total
City of Thunder Bay									1805 Arthur Street W		
<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>
Oliver Paipoonge											
<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>
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									0 Margaret Street South	Pine River Bridge Highway 595	
<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>1</b>	<b>2</b>
Shuniah		B23-6									
<b>Total</b>	<b>0</b>	<b>1</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>
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>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>4</b>





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

Year: 2024

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:
#1/24	Major	\$1,000.00	Forum Thunder Bay Inc	City of Thunder Bay	0 Innovation Dr.	Fill & Stormwater Pond	15/01/2023	9/1/2024	17		Staff
#2/24	Standard Works	\$300.00	Andrew Perger	City of Thunder Bay	134 Bruin Crescent- Parkdale	Dwelling & Garage Construction	15/1/2024	23/01/24	12		Staff
#3/24	Standard Works	\$150.00	B.J. Halow	Municipality of Oliver Paipoonge	3437 Rossllyn Road	Bank Repair, Erosion Protection	22/1/2024	25/01/24	3		Staff
#4/24	Standard Works	\$300.00	Shawn Reid	Municipality of Shuniah	1027 Cedar Bay Road	Constructed Rock Groynes	8/1/2024	29/01/24	21		Staff
#5/24	Standard Works	\$300.00	Rory Prezio	City of Thunder Bay	190 Bruin Cres.	Dwelling	25/1/2024	30/01/24	5		Staff
#6/24	Standard Works	\$300.00	Mario Michieli	City of Thunder Bay	159 Bruin Cres.	Dwelling	6/2/2024	13/02/24	6		Staff
#7/24	Standard Works	\$300.00	Mario Michieli	City of Thunder Bay	181 Bruin Cres.	Dwelling	6/2/2024	13/2/2024	6		Staff
#8/24	Standard Works	\$300.00	Mario Michieli	City of Thunder Bay	183 Bruin Cres.	Dwelling	6/2/2024	13/2/2024	6		Staff
#9/24	Standard Work	\$300.00	Mario Michieli	City of Thunder Bay	202 Bruin Cres.	Dwelling	2/6/2024	13/2/2024	6		Staff
#10/24	Standard Work	\$300.00	Mario Michieli	City of Thunder Bay	203 Bruin Cres.	Dwelling	6/2/2024	13/2/2024	6		Staff
#11/24	Standard Work	\$300.00	Mario Michieli	City of Thunder Bay	205 Bruin Cres.	Dwelling	2/6/2024	13/2/2024	6		Staff
#12/24	Standard Work	\$300.00	Mario Michieli	City of Thunder Bay	129 Bruin Cres.	Dwelling	8/2/2024	13/2/2024	6		Staff



***Monthly Project Update***

<b>MEETING DATE</b>	February 28, 2024
<b>STAFF NAME</b>	Ryan Mackett
<b>POSITION</b>	Communications Manager

2024 Conservation Dinner & Auction

The 2024 Conservation Dinner & Auction was held on Friday, February 9, 2024, at The Da Vinci Centre. The event was considered by staff and Foundation Members to have been a success; positive feedback from attendees has also been received. Two more tickets than 2023 were sold (174) and the event brought in approximately \$21,000 in profit, after expenses. Staff and Foundation Members will be discussing the future of this event at the next LCF AGM (date to be determined). Further updates will be provided to the Board.

CLE Spring Home & Garden Show

The CLE Spring Home & Garden Show will be occurring on April 5-7. The LRCA has historically participated at this event; this year’s focus for the LRCA display will be the Superior Steward Program, native plants, invasive species, as well as the sale of Explore Cards, t-shirts, etc. in addition to general outreach regarding the LRCA’s natural hazard and flood forecasting programs and Conservation Areas promotion.

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

For your information the CLE Spring Home and Garden Show event will be running on Friday, April 5 from 4:00 p.m. – 9:00 p.m., Saturday, April 6 from 10:00 a.m. – 6:00 p.m., and Sunday, April 7 from 11:00 a.m. – 4:00 p.m. Shifts are approximately 1.5 hours. Please speak with Ryan Mackett, Communications Manager, if you are interested in working any of the proposed volunteer shifts that weekend.

Joint Health and Safety Committee Certification

The Communications Manager and Watershed Planner both participated in and successfully completed Joint Health and Safety Committee (JHSC) certification training. Part I certification training occurred on January 16-18, and Part II certification occurred on February 13-14. The LRCA is required to have a two-person JHSC, as per the *Occupational Health and Safety Act and Regulations*. Ryan Mackett is the Management JHSC Representative, and Michelle Willows is the Worker JHSC Representative.

The booth is located in the COLISEUM BUILDING, Booth 14

**Black = Staff**  
**Red = Board Member**

**SCHEDULE FOR STAFFING OF DISPLAY**  
 2024 Spring Home & Garden Show – April 5, April 6, April 7  
 Coliseum Building; Booth 14 (CLE Grounds)

FRIDAY, April 5 (4:00 p.m. - 9:00 p.m.) [5 Hours]		SATURDAY, APRIL 6 (10:00 a.m. - 6:00 p.m.) [8 Hours]		SUNDAY, APRIL 7 (11:00 a.m. - 4:00 p.m.) [5 Hours]	
<b>9:00 a.m. Set up by:</b> LRCA: <b>Ryan Mackett</b> LRCA: <b>Ryne Gilliam</b>  <u><b>*Setup must be completed by noon*</b></u>		10:00 a.m. - 12:00 noon	LRCA: LRCA: <b>BM:</b>	11:00 a.m. - 1:30 p.m.	LRCA: LRCA: <b>BM:</b>
		12:00 noon - 2:00 p.m.	LRCA: LRCA: <b>BM:</b>	1:30 p.m. - 4:00 p.m.	LRCA: LRCA: <b>BM:</b>
4:00 p.m. to 6:30 p.m.	LRCA: LRCA: <b>BM:</b>	2:00 p.m. - 4:00 p.m.	LRCA: LRCA: <b>BM:</b>	<b>Take Down by:</b> LRCA: LRCA:	
6:30 p.m. to 9:00 p.m.	LRCA: LRCA: <b>BM:</b>	4:00 p.m. - 6:00 p.m.	LRCA: LRCA: <b>BM:</b>		



**Monthly Project Update**

<b>MEETING DATE</b>	February 28, 2024
<b>STAFF NAME</b>	Melissa Hughson
<b>POSITION</b>	Watershed Manager

Snow Surveys

The February 15, 2024, snow surveys indicate that the snow survey locations were below average for snow depth and water content, when compared to the historical averages for February 15. The snow depth results were: McVicar Creek – 15.8 centimetres (cm) (60% below average), Pennock Creek – 14.6 cm (65% below average), and Current River – 15.8 cm (70% below average). The water content results were also below average for all three snow courses, with an equivalent water content ranging from 44.8 mm at Pennock Creek to 46.6 mm at Hazelwood (Current River). The next snow survey measurements will be taken on March 1, 2023.

Lake Superior Water Levels

Water supply conditions continue to be generally drier than average for the Lake Superior basin for the month of January. There was an 8-centimetre decline of Lake Superior’s water level from beginning of January to beginning of February; however, the water level is only 2 centimetres below average compared to the historical monthly average (1918 – 2022). The forecast outlook reports that Lake Superior is expected to continue its seasonal decline and will remain near long-term average.

Thunder Bay Regional Phragmites Collaborative

On February 12th, LRCAs Watershed Biologist presented about the Thunder Bay Regional Phragmites Collaborative in the 2024 Invasive Species Forum – a virtual, week-long event that brings attention to invasive species issues, research, and advances in prevention and management occurring across Canada. The presentation highlighted LRCA’s on-the-ground phragmites work being completed thanks to funding from the Invasive Phragmites Control Fund. LRCA will be applying for funds to continue hosting the Regional Phragmites Collaborative, mapping and managing phragmites in the region and bringing together over 35 different local organizations, resource management experts, and interested individuals; applications for 2024 projects opens on March 6<sup>th</sup>. Since 2022, LRCA has successfully managed 13 stands of invasive phragmites in the region. We’ve developed strong partnerships with other levels of government (MNRF, MTO, CN Rail), industry, indigenous communities, and the private sector. Annual meetings with the Thunder Bay Regional Phragmites Collaboration and regular email updates

help prioritize the approach to phragmites control in Thunder Bay. Resources and educational information has been shared on LRCA's social media channels (reaching over 10,000 people), through CBC interviews, newsletter stories, handouts, and posters, and will continue into 2024, pending funding.

#### Seeds for Conservation – Native Perennial Partnership with City Conservatory

Seeds collected by LRCA's Environmental Technician and Watershed Biologist in fall of 2023 from Conservation Areas are now young seedlings thriving at the City of Thunder Bay's Centennial Conservatory. This initiative is part of a larger goal of supplying City, Lakehead University, and LRCA restoration projects with accessible native plants adapted to our region and ecotype. Currently, native vegetation for restoration action in the region is sourced from suppliers in southern Ontario or Manitoba. This growing partnership hopes to address this lack of native plant suppliers in Thunder Bay, eliminating transportation costs and providing genetically-adapted plant species to local restoration efforts. LRCA and the City of Thunder Bay will be formalizing an agreement between the two parties and continuing experimentation with this program in 2024.

#### Stewardship Projects with Secured Funding for 2024

- Floodway Habitat Corridor – Redwood Site – Continuing the vision of restoring 5 km of riparian habitat along the Neebing-McIntyre Floodway, a fifth site will be restored in 2024 using Environment and Climate Change Canada (ECCC) funding. The project involves managing invasive species, revegetating the bank of the floodway with native shrubs and perennials, enhancing natural habitat and working in partnership with LRCA's Education Program involving youth and students from neighbouring schools.
- Superior Stewards Shoreline Protection Program – The Shoreline Protection Program in 2024-25 will see an additional ten sites along Lake Superior shoreline and Thunder Bay's five main tributaries revegetated with native trees, shrubs, and perennials. Six private landowners are already signed up for the program for the 2024 season. The projects will include mitigation of erosion concerns, filtration of stormwater runoff, nearshore habitat enhancement, invasive species management, and the provision of a variety of ecosystem services. This is the final field season of this four year agreement with MNRF; conversations with MNRF are ongoing in the hopes of continued funding for this program in 2025 and beyond.
- Boulevard Lake Wetland – As a continuation of shoreline naturalization and revegetation completed at Boulevard Lake in partnership with the City of Thunder Bay in 2023 (funded by ECCC), 2024 will see the creation of an engineered wetland at Boulevard Lake to manage stormwater, improve water quality, and offer fish habitat. The work to be carried out in 2024 is supported by the Ministry of Environment Conservation and Parks (MECP's) Wetland Conservation Partnership Program; total funds for the project are \$117,000. The Boulevard Wetland will daylight and redirect runoff from two old storm drains that currently drain directly into Boulevard Lake. The wetland will catch and filter runoff before it flows into the

lake, revegetating the area with native plantings that will provide terrestrial and aquatic habitat for fish, birds, amphibians, and pollinators. Students from St. Ignatius High School will continue to be engaged in the project, helping assess benthic invertebrates in the nearshore area before and after construction to observe impacts to water quality.

- Fisherman’s Park West – Habitat restoration will continue at Fisherman’s Park West in 2024 with continued funding from MECP and ECCC. Efforts this year will focus on the viewing overlook next to Richardson International, a trail system, and the meadow habitat. Maintenance of existing restoration activities will be carried out by volunteers, alongside continued invasive species management and additional plantings.
- Water Street Overlook – Mature shoreline plantings will be installed along the Lake Superior shoreline and surrounding the new Water Street Overlook installed by the City of Thunder Bay. The plantings are meant to help stabilize the shoreline and set an example of shoreline stewardship to surrounding private landowners.
- Neebing and McIntyre River Sea Lamprey Trapping – LRCA has been contracted by DFO to service the sea lamprey traps on Neebing and McIntyre Rivers. DFO has been collecting adult sea lamprey from the Neebing-McIntyre system since 1954. LRCA staff will conduct mark and release studies with the sea lamprey captured and collect and supply raw data to be used to generate population estimates in this stream system. These population estimates will be used by DFO along with that of other streams to estimate the population in all of Lake Superior.

Other Stewardship Projects (applications submitted; to proceed subject to available funding)

- Hurkett Cove – Invasive Narrow-Leaved Cattail – In 2023, LRCA received a \$2,000 Invasive Species Centre microgrant to map invasive Narrow-Leaved Cattail in Hurkett Cove Provincially Significant Wetland. Since sharing the results with stakeholders and surrounding landowners, strong interest in continuing the work has been identified. Parks Canada National Marine Conservation Area (adjacent landowner) has requested LRCA draft a project proposal to enter into a formal agreement with Parks Canada, including the provision of additional funds to work collaboratively to address the issue.
- Clean, Drain, Dry units at LRCA boat launches and aquatic invasive species awareness (MECP COA)
- Cyanobacteria education and awareness campaign with Hazelwood shoreline planting project (MECP COA)
- Neebing culvert assessment (MECP COA)
- Floodway Habitat Corridor – Waterford Site (ECCC GLFEI)
- Mission Island Marsh Coastal Wetland (ECCC GLFEI)