



Board of Directors Meeting #2/23

Thursday, March 23, 2023

Immediately following the K-H SPA Meeting

Kawartha Conservation, Boardroom

277 Kenrei Road, Lindsay, ON K9V 4R1

(Virtual access details to be provided for members unavailable to attend in-person)

AGENDA

We would like to acknowledge that many Indigenous Nations have longstanding relationships, both historic and modern, with the territories upon which we are located.

Today, this area is home to many indigenous peoples from across Turtle Island. We acknowledge that our watershed forms a part of the treaty and traditional territory of the south-eastern Anishinaabeg.

It is on these ancestral and treaty lands that we live and work. To honour this legacy, we commit to being stewards of the natural environment and undertake to have a relationship of respect with our Treaty partners.

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(Virtual access details to be provided for members unavailable to attend in-person)

9. New Business

10. Reports and Updates from Board Members

11. Closed Session

- A proposed or pending acquisition of land by the Authority (By-Law #1 C. 13c.)

12. Adjournment



Agenda Item #3

BOD Meeting #2/23

March 23, 2023

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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, CAO

Re: Approval of Minutes

KEY ISSUE:

To approve the minutes of Meeting #1/23 held on Thursday, February 23, 2023.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the Board of Directors Minutes of Meeting #1/23 be adopted as circulated.

BACKGROUND

Minutes are attached for your review and approval.



Board of Directors Minutes of Meeting #1/23

Meeting #1/23 was held on Thursday, February 23, 2023, virtually via Zoom and livestreamed through YouTube. Mr. Majchrowski called the meeting to order at 1:00 p.m.

Present: Robert Rock, Chair
 Pat Warren, Vice-Chair
 Tracy Richardson, Director
 Eric Smeaton, Director
 Harold Wright, Director
 Peter Franzen, Director
 Lloyd Rang, Director
 Gerry Byrne, Director
 Cria Pettingill, Director
 Jeff Forbes, Director, Mississaugas of Scugog Island First Nations

Regrets: None

Staff: Mark Majchrowski, CAO
 Kristie Virgoe, Director, Stewardship and Conservation Lands
 Matthew Mantle, Director, Planning and Development Services
 Jonathan Lucas, Acting Director, Corporate Services
 Nancy Aspden, Acting Manager, Integrated Watershed Management
 Melanie Dolamore, Corporate Services Assistant
 John Chambers, Marketing and Communications Specialist
 Brett Tregunno, Aquatic Biologist
 Rob Stavinga, Watershed Resources Technician
 Galen Yerex, Floodplain GIS/Mapping Technician
 Jenna Stephens, RMO/Source Protection Technician
 Stephanie Vegotsky, Compliance Officer, and Permitting Technician
 Harmanpreet Kaur, Resources Planner
 Massimo Narini, Permitting Analyst
 Amanda Brazeau, Administration and Client Services

Guests: None

FIRST NATIONS ACKNOWLEDGEMENT

Mr. Majchrowski, CAO began meeting #1/23 with a First Nations Acknowledgement and shared the One Dish, One Spoon teaching moment:

We would like to acknowledge that many Indigenous Nations have longstanding relationships, both historic and modern, with the territories upon which we are located.

Today, this area is home to many indigenous peoples from across Turtle Island. We acknowledge that our watershed forms a part of the treaty and traditional territory of the south-eastern Anishinaabeg.

It is on these ancestral and treaty lands that we live and work. To honour this legacy, we commit to being stewards of the natural environment and undertake to have a relationship of respect with our Treaty partners.

#1 – Election of Chair and Vice-Chair

RESOLUTION #1/23

MOVED BY: PAT WARREN

SECONDED BY: ROBERT ROCK

RESOLVED, THAT, Mark Majchrowski, CAO, be appointed as elections chair.

CARRIED

RESOLUTION #2/23

MOVED BY: CRIA PETTINGILL

SECONDED BY: TRACY RICHARDSON

RESOLVED THAT, in the event of a vote by ballot, that John Chambers and Kristie Virgoe be appointed as scrutineers; and

THAT, the ballots be cast electronically, and

THAT, all ballots be destroyed following the election.

CARRIED

The Elections Chair called for nominations for the position of Chair for 2023. One nomination was received from Director Warren for Director Rock as Chair.

Nominations for Chair were called a second time, and third time and final time with no further nominations.

The Elections Chair asked for a motion to close the nominations for Chair.

RESOLUTION #3/23

MOVED BY: ROBERT ROCK

SECONDED BY: PAT WARREN

RESOLVED, THAT, the nominations for the position of Chair be closed.

CARRIED

The Elections Chair asked Director Rock if they are willing to stand for the position of Chair. Director Rock accepted and addressed the Board to share excitement in taking on the role as Chair and looks forward to taking on the challenges as a group.

The elections Chair called for nominations for the position of Vice-Chair for 2023. One nomination was received from Director Rock for Director Warren as Vice-Chair.

Nominations for Vice-Chair were called a second time, and third time and final time, with no further nominations received.

The Elections Chair asked for a motion to close the nominations for Vice-Chair.

RESOLUTION #4/23

MOVED BY: ERIC SMEATON

SECONDED BY: TRACY RICHARDSON

RESOLVED, THAT, the nominations for the position of Vice-Chair be closed.

CARRIED

The Elections Chair asked Director Warren if they are willing to stand for the position of Vice-Chair. Director Warren accepted and addressed the membership to thank the Board for the appointment and looks forward to the challenge.

The Elections Chair stepped down from the position and the newly appointed Chair of the Board of Directors, Robert Rock assumed the Chair.

#2 - ADOPTION OF AGENDA

RESOLUTION #5/23

MOVED BY: PAT WARREN

SECONDED BY: PETER FRANZEN

RESOLVED THAT, the Agenda for Meeting #1/23 be adopted.

CARRIED

#3 – Declaration of Pecuniary Interest

None.

#4 – Approval of Minutes

RESOLUTION #6/23

MOVED BY: CRIA PETTINGILL

SECONDED BY: GERRY BYRNE

RESOLVED, THAT, the Board of Directors Minutes of Meeting #7/22 be adopted as circulated.

CARRIED

#5 – Business Arising from the Minutes

None.

#6 – Deputation

None.

#7 – Presentations and Applicable Action Items

RESOLUTION #7/23

MOVED BY: LLOYD RANG

SECONDED BY: GERRY BYRNE

RESOLVED, THAT, the presentation of the 2022 Year in Review, and the 2022 Year in Review and Strategic Plan accomplishments report be received.

CARRIED

RESOLUTION #8/23

MOVED BY: PAT WARREN

SECONDED BY: HAROLD WRIGHT

RESOLVED, THAT, the presentation of Service Recognition Awards be received.

CARRIED

RESOLUTION #9/23

MOVED BY: CRIA PETTINGILL

SECONDED BY: GERRY BYRNE

RESOLVED, THAT, the presentation on Planning and Development Services be received.

CARRIED

Mr. Mantle and Mr. Majchrowski fielded questions from the Board on the connection and integration with municipal staff, and Bill 23.

#8 – Staff Reports

8.1 – Permits Issued by Designated Staff**RESOLUTION #10/23**

MOVED BY: GERRY BYRNE

SECONDED BY: CRIA PETTINGILL

RESOLVED, THAT, the following Section 28 Permits issued by staff be received.

New Permits	2022-240 to 2022-426 and 2023-001 to 2023-021
Permits Revised	2020-359, 2022-092, 2022-132, 2022-231, 2022-239, 2022-308, 2022-406

AND THAT, the Permitting performance report be received.

CARRIED

Mr. Mantle provided clarification for the Board on the tables provided within the report, and clarified how regulated areas are formed, including how regulated areas are amended based on additional information gained through detailed analysis of applications, field visits and technical studies clarifying natural hazard features.

8.2 – Asset Management Plan**RESOLUTION #11/23**

MOVED BY: LLOYD RANG

SECONDED BY: GERRY BYRNE

RESOLVED, THAT, the staff report on the Asset Management Plan be received.

CARRIED

Mr. Lucas and Mr. Majchrowski provided clarification on several items for the Board members including value of natural assets and land assets.

Chair Rock asked that staff evaluate internally the benefit of having Citywide present to the Board on the asset management plan for better understanding. Mr. Lucas confirmed that a presentation at this time is not included in the current scope of the project, and that Citywide will be available to present the draft plan for the Board when available, which is included in the project scope.

8.3 – CAO Report

RESOLUTION #12/23

MOVED BY: PETER FRANZEN

SECONDED BY: LLOYD RANG

RESOLVED, THAT, the CAO Monthly Report for meeting #1/23 be received.

CARRIED

Mr. Majchrowski and Ms. Virgoe elaborated on the innovative approach to integrating Low Impact Development projects with a local developer.

8.4 – Correspondence

RESOLUTION #13/23

MOVED BY: TRACY RICHARDSON

SECONDED BY: ERIC SMEATON

RESOLVED, THAT, the attached correspondence be received.

CARRIED

#9 – Action Items

9.1 –Administrative Resolutions for 2023

RESOLUTION #14/23

MOVED BY: CRIA PETTINGILL

SECONDED BY: GERRY BYRNE

- 1) **RESOLVED, THAT,** the Royal Bank (Lindsay Branch) be appointed as the bank for Kawartha Region Conservation Authority for 2023.
- 2) **RESOLVED, THAT,** the Kawartha Region Conservation Authority may borrow from the Royal Bank, at the bank's prime rate of interest, up to the sum of THREE HUNDRED and FIFTY THOUSAND (\$350,000.00) DOLLARS necessary for its purposes until payment to the Authority of any grants and sums to be paid to the Authority by the participating municipalities; and,

THAT, the normal signing officers of the Authority are hereby authorized to execute for and on behalf of the Authority a promissory note or notes for the sum to be borrowed and to affix thereto the corporate seal of the Authority; and,

THAT, the amount borrowed pursuant to this resolution together with interest thereon at the Royal Bank's prime rate of interest be a charge upon the whole of the Authority by way of grants as and when such monies are received and of sums received or to be received by the Authority from the participating municipalities as and when such monies are received; and,

THAT, the normal signing officers of the Authority are hereby authorized and directed to apply in payment of the monies borrowed pursuant to this resolution together with interest thereon at the Royal Bank's prime rate of interest, monies received by the Authority by way of grants, or sums received by the Authority from participating municipalities.

- 3) **RESOLVED, THAT**, for the year 2023, the firm of Hicks Morley Hamilton Stewart Storie LLP, be appointed as solicitor for human resource matters, and,

THAT, Gardiner Roberts LLP and Due Process Legal Services, be appointed as the solicitors for matters dealing with planning and regulations, and,

THAT, Warner & Cork, Barristers and Solicitors be appointed as solicitor for general legal matters.

- 4) **RESOLVED, THAT**, the audit firm of BDO Canada LLP be appointed the auditors for the preparation of audited financial statements for the years ending 2022, 2023 and 2024.

CARRIED

9.2 – 2023 Budget Overview

RESOLUTION #15/23

MOVED BY: PAT WARREN
SECONDED BY: CRIA PETTINGILL

RESOLVED, THAT, staff bring forward a draft budget considering a 3.75% municipal operating levy increase based on the current operating levels and economic climate for the meeting of March 24, 2023.

CARRIED

Mr. Lucas provided clarification for the Board on how cost recovery is addressed relative to natural heritage commentary provided as part of our planning services, given Bill 23 changes to forgo the service.

9.3 – Conservation Authorities Act – Phase 2 Transition Activities

RESOLUTION #16/23

MOVED BY: TRACY RICHARDSON

SECONDED BY: ERIC SMEATON

RESOLVED, THAT, the January 1, 2023, Progress Update Report, and circulation to the MECP and member municipalities in accordance with O. Reg. 687/21 be ratified, AND,

THAT, the updated inventory of programs and services, reflecting recent changes as a result of Bill 23, More Homes Built Faster Act, 2022, be adopted, AND,

THAT, the updated inventory of programs and services be circulated to member municipalities, AND

THAT, the staff report on Phase 2 Transition Activities related to Conservation Authorities Act changes be received.

CARRIED

Director Rang departed the meeting at 3:20 p.m.

9.4 – Appointment of Risk Management Official/Risk Management Inspector

RESOLUTION #17/23

MOVED BY: CRIA PETTINGILL

SECONDED BY: GERRY BYRNE

RESOLVED, THAT, Massimo Narini be designated as a Risk Management Official/Risk Management Inspector for the purpose of enforcing the *Clean Water Act, RSO, 2006, Part IV* and the regulations pursuant to Part IV, AND

THAT, a certificate of appointment be issued bearing the Chief Administrative Officer's signature.

CARRIED

9.5 – Appointment of Provincial Offences Officer

RESOLUTION #18/23

MOVED BY: PAT WARREN

SECONDED BY: TRACY RICHARDSON

RESOLVED, THAT, Stephanie Vegotsky be designated as a Provincial Offences Officer for the purpose of enforcing the *Conservation Authorities Act, RSO, 1990, Chapter 27*, and the regulations pursuant to Sections 28 and 29, and the *Trespass to Property Act*.

CARRIED

9.6 – Board of Directors 2023 Meeting Dates

RESOLUTION #19/23

MOVED BY: PAT WARREN
SECONDED BY: HAROLD WRIGHT

RESOLVED, THAT, the Board of Directors 2023 meeting schedule as discussed be adopted.

CARRIED

The Board had discussion on the possibility of hybrid meetings of the Board in future. Mr. Majchrowski provided an update on the status of the Boardrooms Information Technology capabilities.

#10 – New Business

Director Pettingill addressed the membership asking for consideration for the reimplementation of per diem for the membership of the Board.

RESOLUTION #20/23

MOVED BY: CRIA PETTINGILL
SECONDED BY: PETER FRANZEN

RESOLVED, THAT, staff investigate an appropriate per diem rate for Directors and explore opportunities for inclusion into the 2023 Budget.

CARRIED

Director Forbes addressed the Board seeking support from Kawartha Conservation for the Mississaugas of Scugog Island's initiative that will be urging the Province to consider amendment to the *Conservation Authorities Act* to support First Nation representatives and voting rights.

RESOLUTION #21/23

MOVED BY: PAT WARREN
SECONDED BY: PETER FRANZEN

RESOLVED, THAT, staff be directed to provide a letter of support for the Mississauga's of Scugog Island initiative to allow for Indigenous members on Conservation Authority Boards.

CARRIED

#11 – Reports and Updates from Board Members

None.

#12 – Closed Session

None.

#13 – Other Business

None.

#14 – Adjournment

There being no further business, the meeting adjourned at 3:57 p.m.

RESOLUTION #22/23

MOVED BY: TRACY RICHARDSON
SECONDED BY: GERRY BYRNE

RESOLVED THAT, the Board of Directors Meeting #1/23 be adjourned.

CARRIED

Robert Rock
Chair

Mark Majchrowski
CAO



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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, CAO

Re: Presentations

KEY ISSUE:

Presentation of procedural by-law and on current initiatives.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the presentation on Section 28 Hearing Procedures be received.

RESOLVED, THAT, the presentation on the Lake Scugog Enhancement Project be received.

Please see below for a short description on the topics of interest.

Section 28 Hearing Procedures

Presentation on the process and procedures of the Kawartha Conservation Hearing Procedures will be provided by Matthew Mantle, Director, Planning and Development Services.

The Hearing Board, consisting of the Conservation Authority Board members, may conduct a public hearing under Section 28 of the *Conservation Authorities Act* (permitting approvals) when:

- An application is to be refused;
- Approved with contentious conditions;
- As required to support provincial matters of interest; or,
- At the request of a holder of a permission ("permit holder") when it is Kawartha Conservation's intention to cancel a permission.

The Hearing Board acts as a decision-making tribunal, evaluating information presented at a hearing to decide whether the application will be approved, with or without conditions, or refused. The meeting is conducted in a manner that is fair, without bias and consistent with legal requirements without being unduly legalistic. Procedures for Section 28 Hearing Procedures are found in [By-Law #2](#).

A staff report is not associated with this presentation.



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Lake Scugog Enhancement Project

A presentation will be provided by Nancy Aspden, Acting Manager of Integrated Watershed Management and Tanner Liang, Water Quality Specialist, who will provide information on the Lake Scugog Enhancement Project, a project intending to better water quality running from urban areas into Lake Scugog. The presentation will highlight the current stage of the project.

Discussion on the staff report (Item 6.2.1) associated with this presentation will follow.



Agenda Item #6.2.1

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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, CAO
Nancy Aspden, Acting, Manager of Integrated Watershed Management

Re: Lake Scugog Enhancement Project

KEY ISSUE: To provide an update on the Lake Scugog Enhancement Project and address financial requirements associated with the management of a funding grant.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the Lake Scugog Enhancement Project update be received, AND,

THAT, that the Board approve the transfer of funds related to Year 2 expenditures associated with the Environment and Climate Change Canada funding grant with an upset limit of \$350,000 as per our purchasing policy to the Township of Scugog in accordance with eligible expenses provided for by the funding grant, AND,

THAT, other necessary adjustments to facilitate the financial transaction with our banking institution be made.

BACKGROUND

The Lake Scugog Enhancement Project (LSEP) is a proposed environmental and waterfront improvement project for the Port Perry Bay portion of Lake Scugog which aims to address runoff from the urban areas. Lake Scugog is a natural asset of significant value representing an important component for the local economy in both tourism and recreational use, which is experiencing stresses due to the eutrophic state of the lake which is impacting the recreation use and enjoyment of the lake.

Earlier studies indicating that a proportionally large amount of nutrients come into the lake from surrounding urban areas. These studies also indicated that the historic portions of urban areas lack adequate controls to manage stormwater running off the land and into the Lake.

Due to Lake Scugog's importance to the Township of Scugog and its residents, the Healthy Lake Scugog Steering Committee (HLSSC) was formed in 2013 as a committee of Council to the Township of Scugog to ensure the long-term health of the lake, comprised of multiple stakeholders from government agencies, local lake steward organization, residents and business interests. The purpose of the HLSSC is to research short and long-term solutions to the health of Lake Scugog to improve the



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environmental, financial, and social economies of the Lake Scugog watershed.

The Lake Scugog Enhancement project was initiated by this committee in 2014 which aimed to find a solution to runoff from the urban area and improving the area around the Port Perry Bay to address concerns identified with shallow water depths and aquatic plant growth. Conceptually, this project involves the dredging of portions of the lake and using the dredgate to form a wetland along a portion of the shoreline and a consultant was selected to assist with the conceptual design of the project which included a Municipal Class Environmental Assessment (Class EA) process.

Seven alternative solutions were considered within the context of the level of effectiveness at mitigating storm water impacts and enhancing Port Perry Bay within the Class EA, and ultimately the Township of Scugog council endorsed alternative six as the preferred solution as seen in Table 1 below and illustrated in Figures 1 and 2, which included several design elements including.

- An aquatic vegetation management plan.
- An engineered berm to contain the constructed wetland.
- A low flow channel to convey flows from the outlet.
- An opening to maintain connectivity to the Lake.
- Various habitat features within the wetland; and
- Oil Grit separators (OGS) for further stormwater quality improvements through reduction of total suspended solids (TSS).

Table 1. Represents the seven alternative solutions that were considered for the Lake Scugog Enhancement Project.

Alternative	Description
Alternative 1:	Do nothing.
Alternative 2:	Dredge material and haul offsite.
Alternative 3:	Dredge and use all materials in-situ for the creation of a wetland habitat adjacent to causeway and Baagwating stormwater channel.
Alternative 4:	Dredge smaller area and use all materials in-situ for creation of a wetland habitat at Baagwating stormwater channel.
Alternative 5:	Dredge smaller area and use all materials in-situ for creation of a wetland habitat at Baagwating stormwater channel and creation of offshore island/shoals.
Alternative 6:	Dredge larger area and use all materials in-situ for creation of a larger wetland habitat at Baagwating stormwater channel.
Alternative 7:	Use of benthic mats (along or in combination with dredging).

For more information, please contact Mark Majchrowski at extension 215.



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Figure 1. Illustration of the Preferred Solution and its components.

The concept calls for dredging portions of the bay to be used for the wetland and a multi-purpose berm. By deepening the waters, it will improve the boating experience in the bay. The berm will hold the wetland and will serve as a walking trail along the waterfront and is integrated into the Township's waterfront plan.



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Figure 2. Lake Scugog Enhancement Project: Artist rendering of the constructed wetland, the multi-purpose berm, and the fishing piers.

Kawartha Conservation entered a memorandum of understanding (MOU) in 2018 with the Township of Scugog and Scugog Lake Stewards (SLS) as key partners of the LSEP project. As per the MOU, the Township is the proponent for this project and is responsible for overseeing the project, awarding, and administering contracts, providing approvals, and managing the funds. Kawartha Conservation is responsible to provide

For more information, please contact Mark Majchrowski at extension 215.



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project management for contracts during all phases of the project (including design, construction, Environment Assessment, and post construction phase) on behalf of the Township of Scugog, and is the technical lead for the project. The primary responsibilities for the SLS are to support community engagement and enable fundraising. All partners are active in the sourcing of funds and several successes supporting the project have been gained.

Estimated construction costs as of June 2022 are approximately \$4.5 million, with costs to be confirmed at the detailed design stage, and several federal and provincial regulatory and permitting agencies are involved in helping the team progress with the permitting requirements required for the detailed design. Some aspects of the project are moving forward, such as the installation of oil-grit separators in advance of other components of the project. A list of milestones is provided in the attachment for interest.

As the project approvals are sought with this project in 2023, there are several moving parts that are working together. Firstly, we are hopeful that the Municipal Class Environmental Assessment and final design will be approved by the Township of Scugog Council in May, which will then initiate the tendering and awarding of contract over the summer months to begin construction on the wetland in early fall. Simultaneously with the process just mentioned we are anticipating that the Basic Impact Assessment through Parks Canada will be approved in May, along with the necessary permits from Transport Canada and Conservation Authority to be issued in early June. The last piece will be receiving final approval from the Fisheries of Oceans Canada on the Fish Authorization for implementation to begin in winter of 2024.

FINANCIAL IMPLICATIONS

Throughout this project, numerous submissions for funding support have been made by both Kawartha Conservation and the Township of Scugog. We have been successful in receiving two grants for the project from the Greenbelt Foundation (\$100K) and from Environment and Climate Change Canada (\$414,000).

We are currently finalizing year 2 of 3 funding requirements for the Environment and Climate Change Canada funding grant with final reporting due to Conservation Ontario by March 31, 2023. Conservation Ontario has been the lead agency in administering funds for this grant to Conservation Authorities. The Year 2 funding amount was substantive and helped to facilitate design, construction, and installation of one oil-grit separator to assist with stormwater management, the contracting out of engineering services provided by GHD (the consultant retained for the conceptual design of the project), purchasing of supplies and equipment, and covering staff time from both Kawartha and Township of Scugog.

For more information, please contact Mark Majchrowski at extension 215.



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As per the agreement set in place, the Township of Scugog invoices Kawartha Conservation for staff time, engineering services by GHD, and any other eligible expenses provided for by the grant. Kawartha Conservation then submits the final reporting to Conservation Ontario. Once reporting is received, funding will be provided to Kawartha Conservation from Conservation Ontario prior to making the final transfer payment to the Township of Scugog.

The grant funding is on the federal fiscal calendar, and Year 2 ends at the end of March. Work is underway which will be invoiced within a short time span at this point. We are estimating at this time the transfer payment to Township of Scugog will have an upset limit of \$350,000. The table below outlines the individual expenditures we anticipate as part of the final transfer payment.

Township of Scugog Expenditures	Estimated Cost
<i>Contract Administration and Inspection</i>	\$ 25,348.00
<i>Construction</i>	\$130,556.39
<i>Construction Contingency</i>	\$ 46,847.65
Construction Total	\$202,752.03
Engineering Services (Nov – March)	\$ 50,209.29
Baagwating Pond – Engineering Services	\$ 25,658.00
BIA Design	\$ 20,000.00
Geotechnical Study	\$ 10,000.00
Public Notice Advertising: MECA & OGS	\$ 1,150.30
Staff Time (April 2022-March 2023)	\$ 39,233.00
TOTAL	\$349,002.62

Based on our corporate purchasing policy, 4.9a states that cheques and Direct Deposit payments to a maximum of \$50,000 will be signed by any two of our four signing officers. The transferring of funds to the Township of Scugog will exceed \$50,000 and will require board approval. The following requirements are included in our purchasing policy:

Purchases \$50,000 and above	Notes
Goods and/or services exceeding \$50,000 must be obtained by public tender	Due to the circumstances of the agreement, the Township of Scugog has initiated the purchase under their purchasing policy requirements which included a public tender and appropriate approval process that we are satisfied with. The Township is required to submit
Approval of the Board of Directors is required before awarding the successful bid and a motion to approve must be recorded in the official minutes	
A summary of the bids and the reasons for	

For more information, please contact Mark Majchrowski at extension 215.



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accepting other than the lowest bid must be retained on file for audit purposes	all supporting documents as required, as we are the designate responsible for the granting requirements.
The CAO shall sign the appropriate documents as required to execute the transaction	Our CAO will execute the transaction.

Additionally, our commercial banking limits include a \$150,000 daily payment limit as a control measure which is not sufficient to process this payment.

RECOMMENDATION

The Board of Directors provides approval for the payment to be disbursed to the Township of Scugog with an upset limit of \$350,000 and directs staff to request an update to the daily transaction limit to facilitate this payment along with any other commitments at that time.



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Attachment

Lake Scugog Enhancement Plan (LSEP) Milestones

The LSEP Project has reached many milestones since the concept was initiated. The table below provides a timeline of major deliverables completed and those that are pending completion from the start of the project to the present day.

Year	Deliverables
2013	<ul style="list-style-type: none"> Formulation of the Healthy Lake Scugog Steering Committee (HLSSC)
2014	<ul style="list-style-type: none"> Initiation of LSEP
2016	<ul style="list-style-type: none"> GHD was retained to undertake Design study and Impact Analysis. Preliminary design options were completed and presented at a Public Open House.
2017	<ul style="list-style-type: none"> GHD was retained to undertake the Municipal Class Environmental Assessment.
2018	<ul style="list-style-type: none"> MOU signed by Scugog Lake Stewards, Township of Scugog, and Kawartha Conservation First Submission of the Project File Report to MECP
2019	<ul style="list-style-type: none"> Second Submission of the Project File Report to MECP First Submission of the Basic Impact Assessment to Parks Canada, Fisheries and Oceans, and Transport Canada Received \$100k in funding from Greenbelt Foundation. First Submission of the Fisheries Offsetting Plan Application to Transport Canada and 30-day commenting period for Berm
2020	<ul style="list-style-type: none"> Completed Human Health Risk Assessment Second Submission of the Basic Impact Assessment to Parks Canada, Fisheries and Oceans, and Transport Canada
2021	<ul style="list-style-type: none"> Township of Scugog included LSEP in their Waterfront Action Plan Second Submission of the Fisheries Offsetting Plan
2022	<ul style="list-style-type: none"> Third Submission of the Basic Impact Assessment to Parks Canada, Fisheries and Oceans, and Transport Canada Confirmation from MECP that OGS is independent and can proceed. MSIFN (Mississauga's of Scugog Island First Nation) signed an agreement for \$1.5M for LSEP ECCC (Environment and Climate Change Canada) grant of \$300K for LSEP Region of Durham approved \$1.2M for LSEP Third Submission of the Profile File Report to MECP
2023	<ul style="list-style-type: none"> Tender open for OGS and Awarded the Tender Application to Transport Canada for Shoal Rehabilitation Third Submission of the Fisheries Offsetting Plan Transport Canada - 30-day commenting period for Shoal Rehabilitation Public Notice for public commenting. <p>Anticipated deliverables to be completed by end of 2023:</p> <ul style="list-style-type: none"> <i>Municipal Class Environmental Assessment and Final Design Approval by</i>

For more information, please contact Mark Majchrowski at extension 215.



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Township of Scugog

- *Installation of the Baagwating Oil Grit Separator*
- *Tendering and Awarding Contract for Construction Phase*
- *Approval of Basic Impact Assessment*
- *Final Approval for Fish Authorization Plan*



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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, Chief Administrative Officer
Matthew Mantle, Director, Planning and Development Services

Re: Permits Issued by Designated Staff (February)

KEY ISSUE:

A summary listing of Permits approved by designated staff for information purposes.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the following Section 28 Permits issued by staff be received:

Permits	2022-405, 2023-023 to 2023-059
---------	--------------------------------

AND, THAT, the Permitting performance report be received.

The following information identifies the permitting performance associated with the processing of permits since the previous staff report to the Board aggregated on a monthly basis. Most of our permits fall within the minor permits category and are associated with a 14-day timeframe for determination of a complete application, and a decision on issuance of a permit are tied to a 21-day timeframe. Major (complex) applications and streamlined applications also have timeframes associated with approvals as shown below.

Generalized Permit Processing Timeframe Guide for Client Service Standards		
Type of Permit	Complete App. Review	Permit Issuance
Streamlined	10	14
Minor	14	21
Major	21	28

As displayed in Table 1, for the month of February, our team met approximately 33% of the metric for application review timelines and met 92% of issuing permits within the Client Service Standard timeframes. These metrics have improved since the previous reporting period, where we achieved 17% of applications reviewed and 74% of permits issued within the standards.

For more information, please contact Matt Mantle at extension 213.



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Table 1: Number of applications meeting Client Service Standards for Permit Review and Issuance

Month	Application Review		Permit Issuance	
	No.	%	No.	%
February	12/36	33%	33/36	92%

Table 2, below, illustrates permits that did not meet the revised Client Service Standard for determination of a complete application and permit issuance during this reporting period.

A chart indicating monthly permitting activity and a related graph indicating performance relative to guidelines are provided in the attachments following this report.

Table 2: Permits Exceeding Client Service Standards for Permit Review and Issuance

Permit Number	Guideline Not Met	CALC Review Guideline	# Days Taken	Days Over	Reason
February					
2022-405	Application Review	14	37	23	Delays due to resourcing challenges and workload
	Permit Issuance	21	63	42	Delays due to resourcing challenges and workload
2023-023	Application Review	10	30	20	Delays due to resourcing challenges and workload
2023-024	Application Review	14	41	27	Delays due to resourcing challenges and workload
2023-026	Application Review	14	65	51	Delays due to resourcing challenges and workload
	Permit Issuance	21	24	3	Delays due to resourcing challenges and workload
2023-027	Application Review	14	28	14	Delays due to resourcing challenges and workload
2023-028	Application Review	14	34	20	Delays due to resourcing challenges and workload
2023-029	Application Review	14	63	49	Delays due to resourcing challenges and workload
2023-030	Application Review	14	27	13	Delays due to resourcing challenges and workload
2023-031	Application Review	14	69	55	Delays due to resourcing challenges and workload
2023-033	Application Review	10	34	24	Delays due to resourcing challenges and workload
2023-040	Application Review	14	24	10	Delays due to resourcing challenges and workload
2023-041	Application Review	14	24	10	Delays due to resourcing challenges and workload

For more information, please contact Matt Mantle at extension 213.



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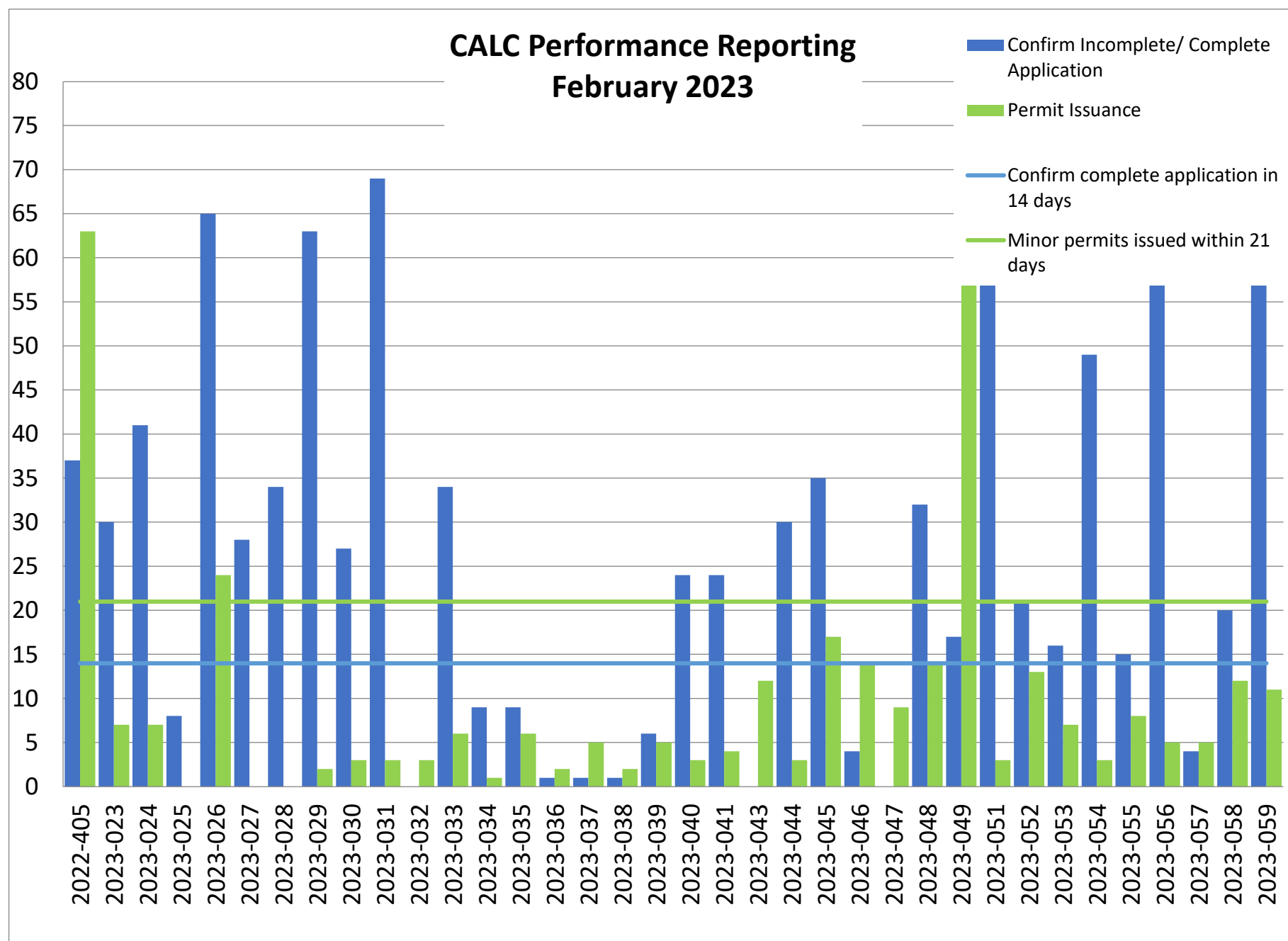
Permit Number	Guideline Not Met	CALC Review Guideline	# Days Taken	Days Over	Reason
2023-044	Application Review	14	30	16	Delays due to resourcing challenges and workload
2023-045	Application Review	14	35	21	Delays due to resourcing challenges and workload
2023-048	Application Review	14	32	18	Delays due to resourcing challenges and workload
2023-049	Application Review	14	17	3	Delays due to resourcing challenges and workload
	Permit Issuance	21	73	52	Delays due to resourcing challenges and workload
2023-051	Application Review	14	71	57	Delays due to resourcing challenges and workload
2023-052	Application Review	10	21	11	Delays due to resourcing challenges and workload
2023-053	Application Review	14	16	2	Delays due to resourcing challenges and workload
2023-054	Application Review	14	49	35	Delays due to resourcing challenges and workload
2023-055	Application Review	14	15	1	Delays due to resourcing challenges and workload
2023-056	Application Review	14	72	58	Delays due to resourcing challenges and workload
2023-058	Application Review	10	20	10	Delays due to resourcing challenges and workload
2023-059	Application Review	14	73	59	Delays due to resourcing challenges and workload

Please see attached reports for additional details.

Acknowledgements/Contributions from:

Amanda Brazeau, Administration and Client Services

For more information, please contact Matt Mantle at extension 213.



PERMITS ISSUED - FEBRUARY 2023					
Permit #	Permit Type	Address	Geographic Township	Date Issued	Description
2022-405	Other	12161 Simcoe Street	City of Kawartha Lakes	February 10, 2023	Hydro One vegetation maintenance-Standard Compliance Permit
2023-023	Streamlined	20 Davidge Drive	Scugog	February 9, 2023	Reconstruction of a 22.3 sq metre detached accessory structure on an existing slab
2023-024	Standard	133 GILSON POINT ROAD	City of Kawartha Lakes	February 6, 2023	Reconstruction of a ~15.9 s metre enclosed sunroom
2023-025	Standard	Pt Lot 27 Con 1	City of Kawartha Lakes	February 3, 2023	Fill placement/ grading up to 500 m on existing driveway
2023-026	Standard	2308 Thurstonia Road	City of Kawartha Lakes	February 27, 2023	Demolition of existing dwelling and reconstruction of new dwelling, attached garage, detached accessory structure, septic and grading up to 200 m
2023-027	Other	2850 Hwy 7A, Port Perry	Scugog	February 9, 2023	Directional drilling for gas pipe connection from dwelling to mainline
2023-028	Other	Hwy 7	Scugog	February 7, 2023	Utilities - Buried Fiber Installation of private utilities or bed-level crossings
2023-029	Other	98 Percy Crescent	Scugog	February 8, 2023	Directional drilling for gas pipe connection from dwelling to mainline
2023-030	Standard	73 Meachin Drive	City of Kawartha Lakes	February 9, 2023	Excavation/ placement of sloped stone along section of shoreline for installation of marine rail with upland armour stone adjacent
2023-031	Other	14995 Regional Road 57	Scugog	February 9, 2023	Enbridge: Gas Service being installed
2023-032	Standard	Snug Harbour Road	City of Kawartha Lakes	February 10, 2023	Utilities (Cogeco) - installation of utilities
2023-033	Streamlined	Reach Street	Scugog	February 13, 2023	Utilities: directional drilling and installing ducts, pedestals and vaults for high speed internet
2023-034	Streamlined	34 Morris Lane, Scugog	Scugog	February 9, 2023	Gas Service being installed
2023-035	Streamlined	107 Aldred Dr.	Scugog	February 14, 2023	Gas Service being installed
2023-036	Other	17551 Highway 12	Scugog	February 10, 2023	Gas Service being installed
2023-037	Streamlined	12 Johnstone Lane	Scugog	February 13, 2023	Gas Service being installed
2023-038	Streamlined	41 Pettet Dr	Scugog	February 10, 2023	Gas Service being installed
2023-039	Streamlined	71 McCaw Court	Scugog	February 13, 2023	Streamlined: Building a deck 40 feet by 12 feet at the back of the house. It will be about 8 feet above ground. Using helicoil piles for support. Also landscaping front yard. Replacing steps and concrete 2 by 2 slabs with pavers at the front of the house and adding a small garden area .
2023-040	Shoreline	40 Birchwood Lane	City of Kawartha Lakes	February 9, 2023	Excavation and installation of upland armour stone and sloped stone at the waters edge, including a single water access
2023-041	Standard	3 Potash Street	City of Kawartha Lakes	February 14, 2023	Reconstruction of existing sunroom to change use to internal house space.
2023-043	Other	Various streets	Scugog	February 22, 2023	Best practices HydroOne Vegetation Maintenance
2023-044	Shoreline	37 Elder Street	City of Kawartha Lakes	February 13, 2023	Excavation and installation of sloped stone along lot 1 shoreline. Excavation and installation of upland armour stone and sloped stone along lot 2 shoreline
2023-045	Shoreline	20 Fire Route 104A	Trent Lakes	February 27, 2023	Excavation and installation of upland armour stone and sloped stone along shoreline
2023-046	Streamlined	65 Bessie Avenue North	Trent Lakes	February 27, 2023	Construction of unenclosed carport attached to existing structure
2023-047	Streamlined	45 King st west	City of Kawartha Lakes	February 22, 2023	Streamlined - Demolition
2023-048	Shoreline	89 Sugar Bush Trail	City of Kawartha Lakes	February 27, 2023	Demolition/ replacement of existing deck along shoreline
2023-049	Standard	3241 Byers Road	Scugog	February 27, 2023	Construction of a 463.7 m detached accessory structure and fill placement for footings
2023-051	Other	Grassy Road	City of Kawartha Lakes	February 17, 2023	Directional drilling associated with fibre optic cable installation
2023-052	Streamlined	70 Connolly Road	City of Kawartha Lakes	February 28, 2023	Streamlined - installing a deck
2023-053	Other	171 Sturgeon Glen Rd, Fenelon Falls	City of Kawartha Lakes	February 22, 2023	Gas Service being installed
2023-054	Standard	74 Romany Ranch Road	City of Kawartha Lakes	February 17, 2023	Demolition of existing boathouse and reconstruction of 18.4 m on-shore boathouse
2023-055	Other	23 Cedar Ridge Dr.	City of Kawartha Lakes	February 22, 2023	Gas Service being installed
2023-056	Other	Kenhill Beach Road	City of Kawartha Lakes	February 20, 2023	Utilities (Cogeco)
2023-057	Streamlined	356 Indian Point Road	City of Kawartha Lakes	February 20, 2023	Upgrading and repairing the existing wet slip, dock and eroded areas within it
2023-058	Streamlined	88, Cowans crescent	City of Kawartha Lakes	February 28, 2023	Streamlined
2023-059	Other	Highway 36	City of Kawartha Lakes	February 27, 2023	Direction drilling for the installation of fibre cable
2023-057	Streamlined	356 Indian Point Road	City of Kawartha Lakes	February 20, 2023	Upgrading and repairing the existing wet slip, dock and eroded areas within it
2023-058	Streamlined	88, Cowans crescent	City of Kawartha Lakes	February 20, 2023	Streamlined
2023-059	Other	Highway 36	City of Kawartha Lakes	February 17, 2023	Direction drilling for the installation of fibre cable



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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, Chief Administrative Officer
Matthew Mantle, Director, Planning and Development Services

Re: 2022 Annual Permitting Report

KEY ISSUE:

A general summary of Kawartha Conservation's permitting activity in 2022, relative to Conservation Ontario's Client Service Standards (2019) and the CALC timeframes developed by the Province (2010).

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the annual permitting performance report for 2022 be received.

Background

In April 2019, Conservation Ontario (CO) Council endorsed the CO Client Service and Streamlining Initiative. This initiative identifies actions to be taken by conservation authorities (CAs), in order to help the Province achieve its objective of increasing housing supply while protecting public health and safety, and the environment. These actions included: a) improve client service and accountability, b) increase speed of approvals, and c) reduce red tape and regulatory burden. In June 2019, CO developed three documents to support the initiative:

1. CA-Municipality MOU Template for Planning and Development Reviews;
2. Guideline for Client Service Standards for CA Plan and Permit Review; and
3. Guideline for CA Fee Administration Policies for Plan Review and Permitting.

Critical to the focus on accountability, actions called for annual reporting and particularly in high-growth CAs, monthly reporting. All CAs were encouraged to provide annual reporting on timelines to their Board of Directors and post it on their website. As CAs are responsible for the review of Section 28 Permit applications (permits under the *Conservation Authorities Act*), there is greater control over the timeliness of approvals as compared to their role in commenting on *Planning Act* applications and Official Plan review.

Permit Application Timelines

Service standards for permit applications were initially specified by the Ministry of Natural Resources and Forestry (MNRF) in the "Policies and Procedures for Conservation Authority Plan Review and Permitting Activities (2010)". As part of the commitment to improve client service and accountability and increase speed of approvals, CO created the *Client Service Standards for Conservation Authority Plan*

For more information, please contact Matt Mantle at extension 213.



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and Permit Review guideline (endorsed by CO Council in June 2019 and amended December 2019). The guideline recommended new service standards (best practice) for permitting approvals; these details are summarized below and shown in Table 1 (following page).

The timeline guideline recommended as a client service target for CAs represents a significant improvement to the timelines provided in the 2010 MNRF Guideline. The timeline guideline for major permits was reduced from 132 to 63 calendar days and a reduction from a total of 72 to 42 calendar days for minor permits (*all timelines presented exclude statutory holidays and the time required for the applicant to respond to CA comments on an application*). These timelines were endorsed by our Board in July 2019 as per Resolution #90/19.

Table 1: Client Service Standard Timelines (*revised in 2019*)

Application Process Step	Timeline
Notification of complete application requirements for the purpose of review of the permit application by the CA, start of “paper trail” documentation, and discussion of timelines and fees – Pre-consultation	<ul style="list-style-type: none"> • Major permit applications: Within 14 days of the pre-consultation meeting. • Minor permit applications: Within 7 days of the pre-consultation meeting. <p>This will include confirmation of whether the application is considered major or minor, if the applicant has provided adequate information (including the scope and scale of the work) for the CA to make that determination. Some CAs may choose to only notify applicants where the application is determined to be a major permit application. This eliminates unnecessary paperwork for minor applications while the process moves seamlessly to a decision. Substantial changes to a proposal or a site visit after pre-consultation may impact this timeline.</p>
Notification whether the permit application is considered complete (i.e., it has met submission requirements) for the purpose of CA review	<ul style="list-style-type: none"> • Major permit applications: Within 21 days of being received. • Minor permit applications: within 14 days of being received. Some CAs may choose to only notify applicants where the application is determined to be a major permit application. This eliminates unnecessary paperwork for minor applications while the process moves to a decision. • Routine permit applications: within 10 days of the applications being received. • Note that a CA may choose to issue a permit prior to the end of the 21-day period. In that case, no notification of complete application would be received. • Note that if the application is incomplete, the decision timeline does not begin.

For more information, please contact Matt Mantle at extension 213.



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Application Process Step	Timeline
Decision (recommendation to approve or refer to a hearing or Comments to Applicant - Major application	<ul style="list-style-type: none"> • Within 28 days after a complete application is received. • Within 30 additional days upon receipt of each re-submission made to address CA comments.
Decision (recommendation to approve or refer to a hearing) Minor application	<ul style="list-style-type: none"> • Within 21 days after a complete application is received. • 15 additional days upon receipt of each re-submission

Beginning in 2020, CO recommended that high growth CAs should report at least annually to their Board of Directors on the timeliness of their approvals under Section 28 of the *Conservation Authorities Act*, and the annual report should be placed on the CA's website, as part of the client-centric checklist material. The intent is for annual reporting amongst all participating Conservation Authorities to be summarized for information to Conservation Ontario Council. Although we are not a high-growth CA, we have been reporting on our permitting performance since 2010 when guidelines were set and have been reporting this information to Conservation Ontario since 2020.

CA staff may choose to include in their report common reasons for variance from the timeline guidelines. This could assist with the development of future guidance material to address these areas of variance.

Permitting Performance for 2022

Using guidance provided from Conservation Ontario, Table 2 summarizes Kawartha Conservation's permit performance for 2022 and Table 3 provides the detailed information for the types of permits in relation to the current Provincial standard and Conservation Authority adopted standard.

Table 2: Annual Reporting for Section 28 Permits

Annual Reporting on Timelines for Permissions under Section 28 of the CA Act	Number of Permits Issued Within Policy and Procedure timelines for Complete Application & Issuance	Number of Permits Issued Outside of Policy and Procedure Timelines	Reason for Variance from Policy and Procedure (Optional)
427 Total Permits (this does not include Permits which were revised or extended)	284 Permits 342/427 - Complete 348/427 - Issuance	143 Permits 85/427 - Complete 79/427 - Issuance	Delays due to resourcing challenges and workload

For more information, please contact Matt Mantle at extension 213.



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As illustrated in Table 2 above, 67% of Permits (284 of 427) met both Conservation Ontario timeframes while 33% of Permits (143 of 427) were not processed by staff within the Conservation Ontario Client Service Standard timeframes as established. Additionally, it should be noted that during 2022, the permitting team faced challenges with workloads due to staff resourcing issues that affected ability to meet timelines.

Table 3: Annual Reporting for Section 28 Permits – Conservation Ontario Table

Number of Permits Issued Within Policy and Procedure timeline (CALC)			Number of Permits Issued Outside of Policy and Procedure Timeline – (CALC)			Reason for Variance from Policy and Procedure (Optional)		
Major		Minor	Major	Minor		Major	Minor	
3		414	3	7		Delays due to resourcing challenges and workload	Delays due to resourcing challenges and workload	
Number of Permits Issued Within CO Guideline timeline			Number of Permits Issued Outside of CO Guideline timeline			Reasons for Variance from Guidelines (Optional)		
Major	Minor	Routine	Major	Minor	Routine	Major	Minor	Routine
4	277	67	2	70	7	Delays due to resourcing challenges and workload	Delays due to resourcing challenges and workload	Delays due to resourcing challenges and workload

As illustrated in Table 3 above, approximately 98% of Permits issued (417 of 427) met the Provincial CALC Guideline timelines for issuing permits while approximately 81% of Permits issued (348 of 427) met Conservation Ontario timeframes. As outlined in the reasons for variance in Table 2, 2022 faced challenges with workloads due to resourcing (e.g. staff resourcing, staff training, etc.).

Conclusion

Founded in statistical analysis, 2022 was a successful year in terms of processing permit applications. The percentage of permits meeting the Conservation Ontario timeframes for notice of a Complete Application is approximately 80%, and for Permit Issuance is approximately 81%.

A graphic illustrating information tied to the Permitting Performance Annual Report for 2022 is attached to this report.

For more information, please contact Matt Mantle at extension 213.

Permitting Performance Annual Report 2022

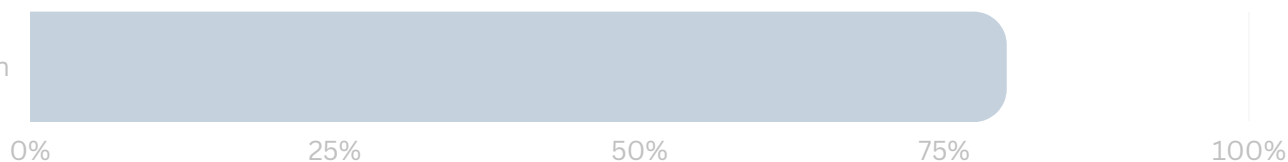
Permit review timelines are set by Conservation Ontario as outlined in the Client Service Standards for Conservation Authority Plan and Permit Review (2019). Kawartha Conservation strives to meet these targets for every permit application received. Conservation Ontario's current client service standards recommends that all streamlined (routine) be reviewed within 10 days, minor permits be reviewed within 14 days, and Major permits be reviewed within 21 days of receipt to ensure a complete application was submitted. Once a permit application is deemed "complete" a permit should be issued within 21 days. Major permit applications, such as large fill permits, have a 28-day review period.



427 PERMITS ISSUED

342 permit applications were reviewed for completeness within Conservation Ontario timelines

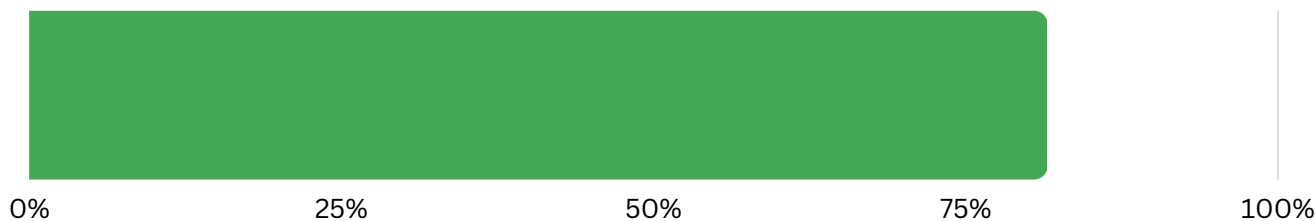
Notice of Completion



Note: This is the time it takes between receiving the application and all relevant info to conduct a review of a permit then deeming the application "complete".

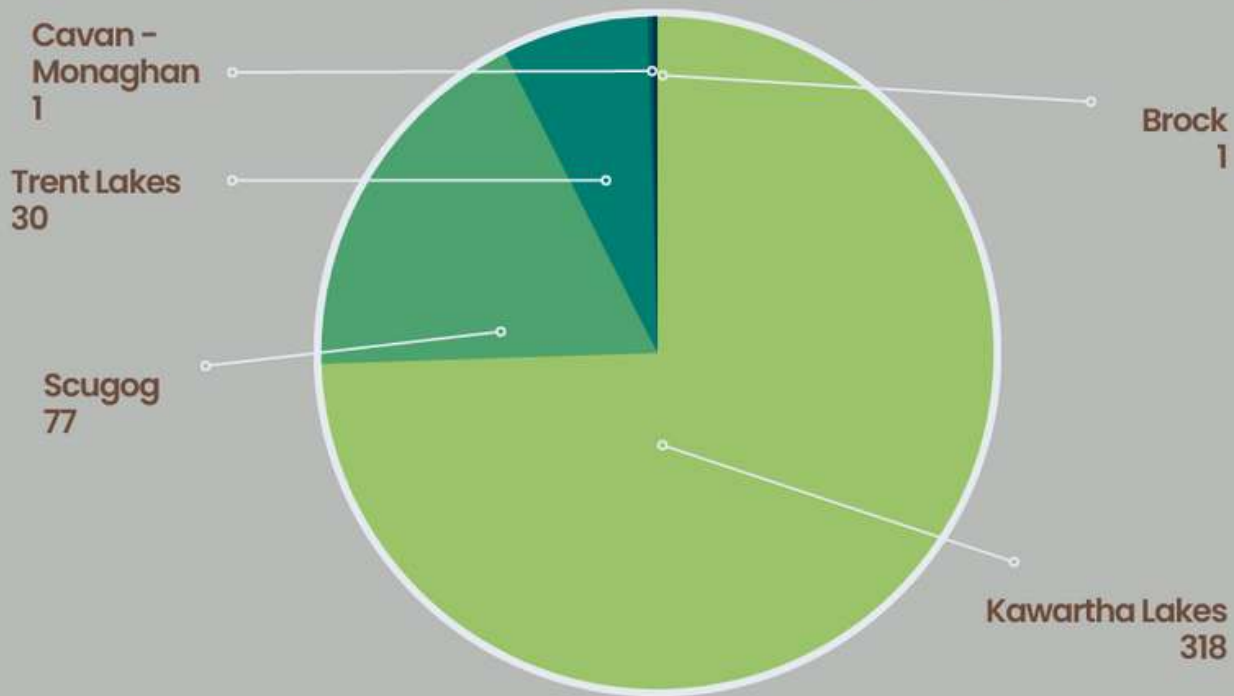
348 permits were issued within Conservation Ontario timelines from deeming the application complete

Permit Issuance

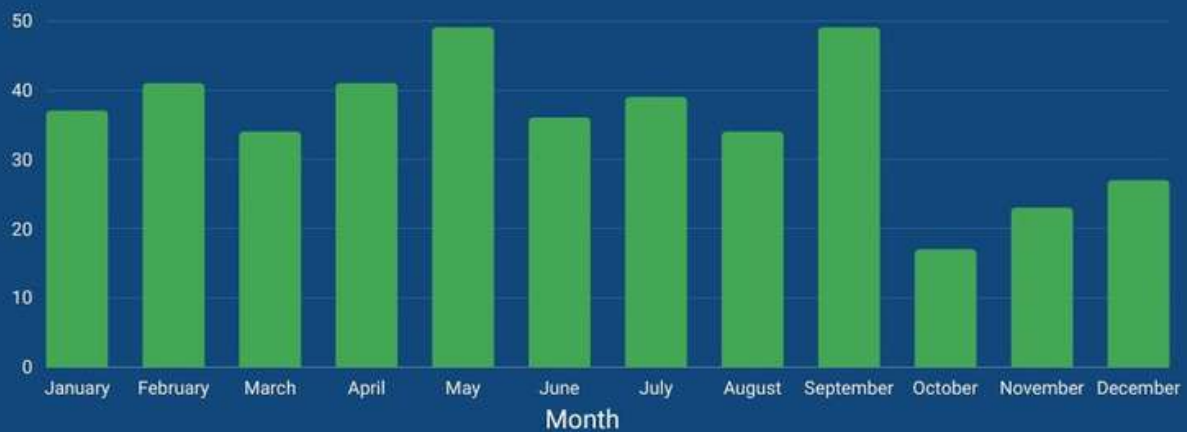


Note: This is the time it takes between deeming an application "complete" and Issuing Permit to Applicant.

Permits by Municipality



Number of
Permits



2022 Monthly Permit Activity

This data shows monthly Permits completed and issued by staff each month during 2022





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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, Chief Administrative Officer
Matthew Mantle, Director, Planning and Development Services

Re: Permit Application - 60 Falls Bay Road, City of Kawartha Lakes

KEY ISSUE:

The removal of a 40' x 70' (250 m²) area of wetland along an existing armour stone wall associated with the historical shoreline of Sturgeon Lake that is encompassed within the surveyed boundaries of 60 Falls Bay Road, as well as the associated dredging of a channel for boat and additional water access. Current Board-approved policies do not contain a policy for this proposal, thereby requiring Board of Director approval.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the permit application submitted pursuant to Ontario Regulation 182/06: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses to allow the dredging of 250 m² of wetland at 60 Falls Bay Road, City of Kawartha Lakes, be approved and permitted.

Background

The subject lands are located along the western shoreline of Pigeon Lake, south of Bobcaygeon. The location of the proposed dredging is located within the centre of the property, along an existing armour stone wall and along the western most edge of the wetland as shown in Figure 1 below.

Figure 1: Subject Lands



For more information, please contact Matthew Mantle at extension 213.



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Analysis

Kawartha Conservation is in receipt of a permit application to facilitate the dredging of a 40' x 70' (12m x 21m) area of wetland in the centre of the subject property to facilitate improved water access to the subject property through the wetland area associated with the east side of the lot. The dredging of a channel will provide additional boat and water access along a historically constructed armour stone wall that runs north to south through the property. A site visit was conducted by Kawartha Conservation staff on January 11, 2023, where it was observed that an existing boat access exists along the southern property line, which had a dock abutting the armour stone wall (see Figures 2 and 3). During the site visit, confirmation that the wetland met the definition of a *wetland* under the Conservation Authorities Act Section 28 Regulation also occurred. The wetland is lacustrine in nature and is approximately 0.7 ha (1.7 acre) in size.

Figure 2: Existing dock and water access on the south property line of the property



Figure 3: Existing dock abutment with existing armour stone retaining wall

A surveyor's report confirmed that the landowner has title to the lands contained within the wetland area east of the existing armour stone retaining wall, which negated the requirement of *Parks Canada* approval for the alteration to the lakebed of Sturgeon Lake associated with the proposed dredging.

Current Board-approved policies establish the following:

"interprets "interfere in any way" as any anthropogenic act or instance which hinders, disrupts, degrades, or impedes in any way the natural features or hydrologic and ecological functions of a wetland. It is important to recognize that Ontario Regulation 182/06 applies to all wetlands. Any development within a wetland or an area of interference and/or any activity that would interfere with a wetland requires permission from KRCA."

The current Board approved policies have stipulations regarding dredging existing channels and along shorelines specifically, but do not indicate a policy for new channelization or shoreline modifications. With respect to interfering with a wetland, the Board does not have approved policies that directly relate to dredging within or removal of wetland.

For more information, please contact Matthew Mantle at extension 213.



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The following are policies that have related aspects to the proposed work being proposed and may be used as a proxy for decision making.

Dredging 4.7.2.4(3)

Dredging of an existing channel of a river, creek, stream or watercourse may be permitted to maintain boating or shipping channels (e.g., harbours, marinas, canals), enhance water flow in the case of agricultural drainage ditches*, improve hydraulic characteristics and fluvial processes or to improve aquatic habitat or water quality where a dredging plan demonstrates that:

- stream bank stability is not impacted or is improved;
- the size and depth of the area proposed for dredging while meeting the need is minimized;
- the *dredging* will not result in a *pollution* hazard (e.g., release of contaminated sediments);
- impacts on *watercourse* functionality (e.g., water quality control, water conveyance, etc.) are minimized and it can be demonstrated that *best management practices* including project design and appropriate remedial measures will mitigate and/or compensate for disturbance to features and functions; and,
- all dredged material is removed from the hazard area.

* In some instances, agricultural drainage ditches do not convey water regularly or continuously and therefore, are not considered to be *watercourses* under the Conservation Authorities Act. In these instances, their maintenance would not be subject to Ontario Regulation 182/06 and would not require written permission from KRCA.

Where it is reasonable to believe that the dredgate could be contaminated, KRCA may require testing to ensure that disturbance of the sediment will not result in a pollution hazard.

Portions of text from section 4.6.2.1(3) - **Development within and/or interference with a wetland** as described below may be used to provide conditions that are focused on work within wetland:

New Development 4.6.2.1(3)

New *development* may be permitted within a *wetland* to facilitate intensification (i.e., infill *development*) provided that:

- the *wetland* is not a bog or fen, or part of a provincially significant *wetland*;
- a technical site-specific study demonstrates to the satisfaction of KRCA that all hazards/risks associated with flooding and/or unstable soils have been adequately addressed;
- it can be demonstrated through an *Environmental Impact Study* that compensation will be accommodated resulting in “no net loss” of the *wetland* function while striving to achieve the principle of “net gain” and, where applicable, the maintenance of existing hydrologic and ecological linkages;
- *inert fill material* will be used. The proponent may be required to provide proof of the origin and quality of the *fill material* ensure the control of *pollution* and the *conservation of land* are not adversely affected; and,
- the large-scale placement of *fill* can satisfy the provisions outlined in Appendix O – Large Fill Procedural Guideline.

these instances, their maintenance would not be subject to Ontario Regulation 182/06 and would not require written permission from KRCA.

Where it is reasonable to believe that the dredgate could be contaminated, KRCA may require testing to ensure that disturbance of the sediment will not result in a pollution hazard.



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The Board-approved policies section 4.3 *General Policies*, are to be applied in conjunction with the above noted sections when evaluating development proposals within the regulated area:

General Policies

- 4.3(1) *Development*, interference and/or alteration will not be permitted within a *regulated area*, except in accordance with the policies contained in this Chapter.
- 4.3(2) Notwithstanding Policy 4.3(1), the KRCA Board of Directors may grant permission for *development*, interference and/or alteration where the applicant provides evidence acceptable to the Board of Directors that documents that the *development* and/or activity will have no adverse effect on the control of flooding, erosion, *pollution* or the *conservation of land* with respect to *river or stream valleys, hazardous land, wetlands* and *areas of interference*, or will not result in an unacceptable interference with a *watercourse or wetland*.
- 4.3(4) In addition to specific conditions outlined throughout this Chapter, development, interference and/or alteration within a regulated area may be permitted only where:
- risk to public safety is not increased;
 - susceptibility to natural hazards is not increased nor new hazards created (e.g., there will be no impacts on adjacent properties with respect to natural hazards);
 - pollution, sedimentation and erosion during construction and post construction is minimized using best management practices including site, landscape, infrastructure and/or facility design, construction controls, and appropriate remedial measures;
 - access for emergency works and maintenance of flood or erosion control works is available;
 - proposed development is constructed, repaired and/or maintained in accordance with accepted engineering principles and approved engineering standards or to the satisfaction of KRCA, whichever is applicable based on the structural scale and scope, and purpose of the project;
 - there are no adverse hydraulic or fluvial effects on rivers, creeks, streams, or watercourses;
 - there are no adverse effects on the hydrologic function of wetlands; and,
 - the control of flooding, erosion, pollution and/or the conservation of land is not adversely affected during and post development.

As outlined in 4.7.2.4(3) above, the policy stipulates that dredging within existing channel of a river, creek, stream, or watercourse is permitted. Since the proposed dredging is 'new' in nature, the policy is not directly applicable in this scenario; However, it is of staff opinion that the proposed dredging will have minimal impact on the watercourse. There will be no increased risk to public safety or property damage and will provide a very small amount of additional flood storage within the waterbody. There is no expectation of contaminated sediments and permit conditions will control for sedimentation. As there is not an intensification of development in the area (importation of fill), compensation for the wetland is not deemed applicable at the same standard.

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The wetland is less than a hectare in area and is lacustrine in nature (associated with lakes where water flows in and out depending on water level). Therefore, it is of staff opinion that due to the size, type and nature of the wetland, the proposed modifications will have minimal impact on the function of this wetland from a natural hazard perspective.

Summary

The proposed dredging of 250 m² of shoreline can satisfy Kawartha Conservation policies pertaining to the requirements and conditions for dredging, except for the policy stipulating that the work occurs within an existing channel of a river, creek, stream or watercourse; however, staff are of the opinion that dredging will not have increased risk to public safety or property damage, have minimal impact on the function of the wetland and will provide a very small amount of additional flood storage within the waterbody.

Acknowledgements/ Contributions from:

Massimo Narini, Permitting Analyst

Note: File #PRGK-201



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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, CAO

Re: Bill 23: More Homes Built Faster Act, 2022

KEY ISSUE:

The Province introduced the *More Homes Built Faster Act, 2022* on October 25, 2022, which received Royal Assent on November 28, 2022. This Act amended various statutes and policy guidance with respect to housing, development, and other matters and most notably the *Planning Act* along with some amendments to the *Conservation Authorities Act*.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the staff report on Bill 23, More Homes Built Faster Act be received, and, THAT, comments submitted by staff to the Standing Committee for Bill 23 and to the Environmental Registry of Ontario (ERO #019-6160 – Proposed Updates to the Ontario Wetland Evaluation System and ERO #019-6141 – Legislative and regulatory proposals affecting conservation authorities to support the Housing Supply Action Plan 3.0) during the active consultation period be received.

BACKGROUND

The Province (Ministry of Municipal Affairs and Housing) introduced *Bill 23, the More Homes Built Faster Act, 2022*, which received first reading on October 25th, 2022 with second reading initiated on October 26th, 2022, then referred to Standing Committee on October 31st with a third reading of the Act on November 23rd, 2022. Royal Assent was achieved on November 28th, 2022. The purpose of the Bill as put forward by the province is to address the housing supply in Ontario by ensuring that cities, towns, and rural communities grow with a mix of ownership and rental housing types that meet the needs of all Ontarians.

This bill aims to implement measures to support the More Homes Built Faster: Ontario's Housing Supply Action Plan 2022-23. Nineteen (19) Environmental Registry postings were associated with this posting which were cumulatively referenced in [ERO #019-6162](#)). While the bill proposed changes to the *Planning Act*, *Development Charges Act*, Building Code, *Ontario Land Tribunal Act* and other Acts and provincial plans and guidelines, the most relevant Registry posting relative to conservation authority business included the following:

- Proposed *Conservation Authorities Act* and Regulatory Changes ([ERO 019-6141](#))
- Proposed Natural Hazards Regulatory Changes ([ERO 019-2927](#))

For more information, please contact Mark Majchrowski at extension 215.



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- Provincial Policy Statement and A Place to Grow review proposal ([ERO 019-6177](#))
- Ontario Wetland Evaluation System proposal ([ERO 019-6160](#))
- Conserving Ontario's Natural Heritage ([ERO 019-6161](#))

While much of the legislation is focused on modifying operations outside our business, some of these proposed changes affected or will affect conservation authority activities. The most notable impacts will be in the services provided as part of our planning service agreements and the transitional agreements with municipalities in the immediate timeframe and our permitting activities in future regulation postings. The following summarizes the most relevant proposals put forward by the province that affect our work and the outcomes that occurred once Bill 23 received Royal Assent as applicable.

Proposed *Conservation Authorities Act* and Regulatory Changes (*ERO Comment submitted*)

The following changes to the Conservation Authorities Act are proposed by the Province:

Update the regulation of development (permitting) content of the Act:

- enable the exemption of development authorized under the Planning Act from requiring a permit under the Conservation Authorities Act in municipalities set out in regulation, where certain conditions are met as set out in regulation
- remove the terms “conservation of land” and “pollution” and add the terms “unstable soils and bedrock”
- reduce the timeframe after which an applicant may appeal the failure to issue a permit to the Ontario Land Tribunal from 120 days to 90 days
- require conservation authorities to issue permits for projects subject to a Community Infrastructure and Housing Accelerator order under section 34.1 of the *Planning Act* and allowing the Minister to review and amend any conditions attached to those permits
- for permits issued where a zoning order has been made under the Planning Act (under section 34.1 or 47), extend the existing regulation making authority of the Minister to prescribe conditions on a permit issued by a conservation authority and prescribe limits on what conditions a conservation authority may include
- for permits issued where a zoning order has been made under the Planning Act (under section 34.1 or 47), and where the Minister has made a regulation allowing development to begin prior to an ecological compensation agreement being signed (and has set a date by which it must be signed) the development may not continue if the agreement has not been reached within the time period outlined in regulation

Current Status: Many of these changes have not been implemented as they require supporting regulations to be developed to enable support for the legislative clauses.



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Clauses related to MZO's and community infrastructure and housing accelerator projects are in effect.

Change conservation authority role in the review of development:

- Scope conservation authorities' review and commenting role with respect to development applications and land use planning policies to natural hazard review only
- A new regulation was proposed to prescribe the Acts under which a conservation authority could not perform review and commenting role as a "municipal" or "other" program or service for items other than natural hazards
 - *The Aggregate Resources Act*
 - *The Condominium Act*
 - *The Drainage Act*
 - *The Endangered Species Act*
 - *The Environmental Assessment Act*
 - *The Environmental Protection Act*
 - *The Niagara Escarpment Planning and Development Act*
 - *The Ontario Heritage Act*
 - *The Ontario Water Resources Act*
 - *The Planning Act*

Current Status: The elimination of commentary for natural heritage, water features and water quantity not related to natural hazards came into effect January 1, 2023, which commenced with a new regulation under the *Conservation Authorities Act*. This was relayed to Conservation Authorities by the Province on December 28th, 2022. A guide for transition was not provided to conservation authorities or municipalities.

Since Kawartha Conservation has historically provided technical advice on natural heritage and water quality components of applications, municipalities were generally unable to meet the internal expertise requirements to make a smooth transition to take on commenting responsibility, especially when considering the rapid implementation of legislation. Therefore, in an effort to assist municipalities in this role and to provide some time to acquire expertise, we have continued to provide commentary for legacy applications that started prior to January 1st. To assist municipalities in meeting their legislative timelines, we have been providing information on select files to assist the municipality in forming their own comments while they seek alternative services. Once these services are in place, we will not assist in this regard, and further, we do not anticipate assisting in this manner past March, unless absolutely necessary, to achieve our legislative compliance.

Freezing conservation authority fees

An amendment to the *Conservation Authorities Act* was proposed to enable the Minister to direct a conservation authority to maintain its fees charged for programs and services



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at current levels. This enables the Minister to issue temporary direction to a conservation authority preventing the authority from changing the amount of a fee it charges under subsection 21.2 (10) for its programs and services, including reviewing and commenting on planning and development related proposals, as well as for permits issued by conservation authorities.

Current Status: The Ministry issued a notice that planning and permitting fees are to be frozen for the current year. We are unaware whether another notice will be issued for the following year.

Identifying conservation authority lands suitable for housing projects and other matters

As part of transition requirements implemented by the province, conservation authorities are required to complete a conservation area strategy and land inventory of all lands they own or control by December 31, 2024.

The province proposed an amendment to require the land inventory to also identify conservation authority owned or controlled lands that could support housing development.

To streamline processes associated with the disposition (sales, easements, leases) of conservation authority owned land that was previously acquired using a provincial grant under section 39 of the *Conservation Authorities Act*, the province proposed several administrative notices for the disposition of land and public consultation process.

Current Status: *The Conservation Authorities Act* has been updated to reflect disposition of lands requirements. We do not have any lands that were purchased with provincial grants under section 39.

Proposed Natural Hazards Regulatory Changes

The Province proposed one regulation for all 36 conservation authorities to address natural hazards and to include the following measures related to our permitting role by:

- updating the definition of “watercourse” from an identifiable depression to a defined channel having a bed, and banks or sides
- updating the “other areas” in which the prohibitions on development apply to within 30 meters of all wetlands
- streamlining approvals for low-risk activities, which may include exempting some activities from requiring a permit if certain requirements or conditions are met
- requiring conservation authorities to request any information or studies needed prior to the confirmation of a complete application
- limiting the site-specific conditions a conservation authority may attach to a permit to matters dealing with natural hazards and public safety
- providing increased flexibility for an authority to issue a permit up to its maximum length of validity, and issue extensions as necessary

For more information, please contact Mark Majchrowski at extension 215.



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The province also proposed service delivery standards as requirements for the administration of permits by conservation authorities, including:

- develop, consult on, make publicly available, and periodically review internal policies that guide permitting decisions
- establish, monitor, and report on service delivery standards including requirements and timelines for determination of complete applications
- provide maps depicting the areas where permitting requirements apply and notify the public and consult on any significant changes
- outline a process for pre-consultation on a permit to ensure clear understanding of requirements for a complete application

The province also proposed a provision to exempt development authorized under the Planning Act from requiring a permit under the Conservation Authorities Act.

Current Status: A consultation guide was provided with this ERO posting which contained details of the proposal by the Province. To date, these proposed amendments have not been advanced as a regulation needs to be drafted to enable changes to occur. There will be financial implications resulting from this proposal which are tied to the reduction of regulated areas around features, changing definitions and potential exemption(s) of permitting activities, and in the resulting increase in administrative work and administrative policies to manage the permitting process.

Provincial Policy Statement and A Place to Grow review proposal

The Provincial Policy Statement, 2020 (PPS) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (A Place to Grow) provide comprehensive, integrated, policy direction on land use planning matters including growth management, housing and economic development, infrastructure planning and investment, transportation, transit, energy supply and corridor protection. Protection and management of resources are also identified within the policies including aggregates, natural heritage, water, cultural heritage, recreation, prime agricultural areas; and protection of public health and safety.

The province did not provide specific policy direction in this posting, posing instead questions regarding their objectives to achieve the housing strategy and various streamlining policy objectives. Specific to natural heritage, reference was made to proposed updates to the Ontario Wetland Evaluation System.

Current Status: Consultation on a revised Provincial Policy Statement has not yet been released.



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Ontario Wetland Evaluation System proposal (*ERO Comment submitted*)

An evaluated wetland is part of the current policy framework and ties into the provincial policy statement policies for the protection and management of resources. Evaluated wetlands are wetlands that have been assessed according to the Ontario Wetland Evaluation System (OWES), which determines the boundaries of wetlands and their significance according to four categories: biological, social, hydrological, and special features.

The addition of new guidance was provided related to re-evaluation of wetlands and updates to mapping of evaluated wetland boundaries, which removed the complexing of wetlands (e.g., grouping of smaller fragments of wetland in close proximity to a larger wetland), removed criteria and scoring related to endangered or threatened species, and largely removed the provincial role in oversight of the program. Municipalities take a more prominent role in the acceptance of wetland evaluations as local decision makers.

Current Status: The Ontario Wetland Evaluation System has been updated and is currently in use. This wetland evaluation protocol is helpful in the evaluation of criteria for permitting purposes, although the definition differs between natural hazard and natural heritage purposes. There is a heavier reliance on the protections afforded through the *Endangered Species Act* associated with the changes implemented.

Conserving Ontario's Natural Heritage

The ERO posting recognizes the value that natural heritage provides for human benefit and for the natural world. This posting was presented in the form of a discussion paper to stimulate discussion on how to offset development pressure on natural heritage features (wetlands, woodlands and other natural wildlife habitat).

The primary focus of the discussion paper was to introduce the concept of an ecological offsetting policy, which would involve a hierarchy of decision-making considerations to apply to a potential policy framework (net gain, avoidance first, informed decisions, transparency and accountability, and limits to offsets).

Current Status: Commenting period has closed and options are being evaluated by the province.



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COMMENTS:

Staff reviewed the regulatory proposals when they were released by the province and provided three responses to Bill 23, as attached to this report:

- Standing Committee on Bill 23
- Proposed *Conservation Authorities Act* and Regulatory Changes ([ERO 019-6141](#))
- Ontario Wetland Evaluation System proposal ([ERO 019-6160](#))

SUMMARY:

Changes identified in Bill 23 amended a number of statutes and signalled updates to several guidelines and policies. Many changes were directed to streamlining development proposals. Changes to our business includes the removal of commenting ability on items aside from natural hazards in the development process, increased oversight from the Province tied to MZOs and Community Infrastructure and Housing Accelerator projects, and projected changes to our regulation tied to our permitting activities. Other changes included the freezing of planning and permitting fees for the current year and requirement to identify conservation lands for housing projects.

Staff have reviewed and have provided comments on the proposed legislative changes during the short consultation period, which are attached to this report. As they have already been provided, these comments are provided for information purposes.

We can anticipate that there may be one or several regulations proposed in the future based on the information provided by Bill 23 materials, which are likely to be presented in the current year.

**Written Submission to the Standing Committee on Heritage,
Infrastructure and Cultural Policy**

Regarding
Bill 23, More Homes Built Faster Act, 2022

November 17, 2022

Mark Majchrowski, CAO

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November 17, 2022

Honourable Laurie Scott, MPP,
Chair, Standing Committee on Heritage, Infrastructure and Cultural Policy
College Park 5th Floor
777 Bay Street
Toronto, ON M7A 2J3

RE: Bill 23 More Homes Built Faster Act, 2022

Dear: Chair Scott and Honourable Members of the Standing Committee

Thank-you for the opportunity to comment on Bill 23, More Homes Built Faster Act, 2022, tabled to increase Ontario's housing supply. Please accept this as a written submission for your consideration as you deliberate on the passing of the Bill during which you will be balancing the interests of broader community benefits and consequences for both immediate and long-term perspectives.

We understand the desire to build more homes effectively and economically and to do so with the best interests of our existing communities and new communities to be built. We also recognize the need to work together to find the best solutions possible across all levels of government and the development industry to safeguard communities and we recognize the accountability measures introduced within the Bill to achieve this for the conservation authority role in the development process. To this end, we support continued work by the Ministerial Working Group or a similar multi-partner focus group to work through practical solutions. We offer the following comments which we entrust you with to inform your decision making as you consider amendments to Bill 23.

Regulatory Exemptions and Regulatory Scope Changes – Bill 23 proposes exemptions for applications having received planning act approvals, in addition to other regulatory scope changes. These changes will serve to undermine the existing protections safeguarding development from natural hazards in Ontario, which are recognized nationally and internationally as an ideal model for ensuring protections are in place for people and safeguarding the investments they make for their homes and properties.

These changes seem to signal less Provincial desire to safeguard Ontarians against natural hazards and will introduce confusion into the development process and will be less effective than the current model. It can be anticipated that additional resources will need to be invested to ensure compliance at the building stage of development. This will result in slowing down development as compliance solutions will need to be negotiated and implemented and increasing costs which haven't been anticipated in the design of a project. We firmly believe that planning for success during the planning and development stages is best suited by the existing model where permits are required

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following the planning stage, similar to how building permits are required after planning approvals are in place. This ensures resources and efforts are best placed to address development needs. Exempting applications approved through a municipal planning process does not ensure protection of the development from natural hazards as many site-specific details are finalized through the permitting process.

Key Recommendation:

- Remove the exemption for permitting if a planning act approval has been granted.
- Utilize the experience of a multi-stakeholder group to scope other Provincial housing goals related to our regulatory scope to ensure practical solutions that will not inadvertently subject individuals or communities to natural hazard risks or unclear processes.

Removal of Natural Heritage Protections – Protection currently afforded to natural heritage features provide an important component in addressing community needs and development growth. These features provide for flow attenuation which assist in reducing flooding, provide opportunities for community well-being, provide resilience in the face of changing climates in addition to providing a host of benefits from an ecological perspective. Reduction in these protections will increase the cost of adaptation into the future and a well-known tenet should be considered when making policy changes that will result in the removal of features: “an ounce of prevention is worth a pound of cure”.

While it is technically possible to build upon wetland areas and we recognize the practicality of development in these features under certain circumstances, avoidance and mitigation are important at the outset to ensure future benefits provided by these features are maintained. Development costs will be higher within these areas to ensure developments are safeguarded into the future - development is best suited outside wetlands.

Removal of choice for municipalities to enter into cost effective and practical arrangements with conservation authorities will have the effect of increasing costs to developers and will provide confusion and delay in the development process. Although comments on planning applications are currently provided as advisory comments to municipalities, they would now be required to gain these comments by hiring new staff, entering into alternative agreements with other municipalities to achieve the objective, or hire consultants who will have higher recovery costs for commenting. These implications will run contrary to the objectives of Bill 23. As a conservation authority, we recognize the need to balance development interests with the conservation of natural heritage features and work to do so in a pragmatic fashion, working with development interests and municipalities, and within the framework established by the province.



Key Recommendations

- Remove the inability for municipalities to enter into agreements with conservation authorities for planning commentary
- Continue existing protections afforded by the Provincial Policy Statement with respect to natural heritage features including wetlands and existing definitions of wetland

We also recognize that some aspects of the Bill will improve accountability measures which we understand and we are already reporting on. Other aspects are concerning as they introduce measures that shift the cost of development to the general tax base which runs contrary to the user-pay principle established by the Province in the establishment of conservation authority fee schedules. Other measures reduce parkland or enable development to occur in parkland which is essential to community well-being and introduced changes will place pressure on these areas through increased use and introduce sustainability pressures.

In summary, we understand the desire of the province to build more homes faster and generally support the notion that development within, or on the edges of existing urban development is better from an environmental perspective than sprawl development and allows for the concentration of services that provide environmental benefits.

Other aspects of Bill 23 while achieving the goal of building more houses faster (as long as economic conditions of development are favourable for the development industry) will introduce unintended consequences as proposed, with future challenges to be dealt with (e.g. flooding, infrastructure, climate change resilience, health care) which may cost significantly more to the Province, municipalities and affected communities or landowners.

We thank you for the opportunity to provide comments on Bill 23 and likewise thank-you for your careful consideration of our comments and other comments submitted to the Bill.

Sincerely,

Mark Majchrowski
CAO

cc. Kawartha Conservation Board of Directors
Angela Coleman, Conservation Ontario

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December 9, 2022

MNRF - PD - Resources Planning and Development Policy Branch
300 Water Street, 2nd Floor, South Tower
Peterborough, ON
K9J 8M5
Canada

Re: Comments on “Legislative and regulatory proposals affecting Conservation Authorities to support the Housing Supply Action Plan 3.0” (ERO #019-6141)

To whom it may concern:

Thank you for the opportunity to comment on the legislative and regulatory proposals affecting Conservation Authorities to support the Housing Supply Action Plan 3.0 (ERO #019-6131) introduced as part of Bill 23 More Homes Built Faster Act, 2022 which is intended to help increase Ontario’s housing supply, faster.

We understand the province’s desire to build more homes effectively and economically and with the best interests in mind for our existing communities and new communities to be built. We also recognize the need to work together to find the best solutions possible across all levels of government and the development industry to safeguard communities in the development process. As a watershed agency, we understand the value of applying a systems approach in a functional way and understand that our actions today will impact sustainability of future generations. Application of this approach recognizes the interrelated components natural hazard, natural heritage and other environmental considerations of importance to our communities play, which have the purpose of protecting people, communities and development interests for the long-term. We offer the following comments below with respect to the proposed updates.

General Comments:

We recognize the intent of the province to ensure natural hazards responsibilities are a priority for conservation authorities, which is a shared sentiment. Changes to the Act should mirror this intent and some of the changes outlined and approved through Royal Assent are not in full harmony with this anticipated outcome by complicating rules for development and loosening of some criteria under which the regulation is currently applied. The application of these changes would benefit from additional discussion, in a similar fashion to the work that was performed by the Ministerial Working Group advising the province in other recent legislative changes relative to the Conservation Authorities Act, as they worked through practical solutions based on a framework that the province had already established.

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Some of the changes identified will serve to weaken existing protections safeguarding development from natural hazards in Ontario. The conservation authority model is recognized nationally and internationally as an ideal model for ensuring protections are in place for people and safeguarding the investments they make in their homes and properties. This model relies on the interconnected services provided for on a watershed basis, directly impacting the management of natural hazards. The importance of natural hazard management is recognized through Ontario's special advisor report on Flood Events in Ontario in 2019, and the importance of wetlands and accurate wetland mapping related to flooding and natural hazards was noted in Ontario's Auditor General Value-for Money Audit: Management of Hazards and Emergencies in the Environment (November 2022). Careful consideration should be taken to ensure that natural hazard management and related components which are central to this management are maintained or improved in planning processes and unintended consequences of policy amendments and their implementation are minimized.

Recommendation:

- Utilize the experience of a multi-stakeholder group to help achieve Provincial housing goals related to conservation authority regulatory scope to ensure practical solutions that will not inadvertently subject development, individuals or communities to natural hazard risks or unclear processes.

Proposed Updates to the regulation of development for the protection of people and property from natural hazards in Ontario (legislative changes)

We understand the province's desire to implement legislative powers on matters of provincial interest, which are a further extension of powers for the province to influence outcomes on permitting matters (MZO's, Community Infrastructure and Housing Accelerator projects).

Bill 23 includes exemptions for permitting requirements on applications having received planning act approvals, in addition to other regulatory scope changes. We firmly believe that planning for success during the planning and development stages is best suited by the existing model where permits are required following the planning stage, similar to how building permits are required after planning approvals are in place. Reviews are refined at the permitting stage and specific measures are identified to ensure development is best protected. Mechanisms to achieve the province's objectives tied to this amendment are not clearly laid out, which will result in confusion and delays in the development process. We note that these exemptions represent a shift of responsibility and liability to the municipality as presumably the regulation would not apply for those developments receiving exemptions and any compliance required would be outside our ability to act upon.

General complication of the development process is bound to create other compliance matters which will require follow-up as applicable (as reported by the community members or which we become aware of). Resources and efforts are best placed at the outset of a development project to address development needs.

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We firmly support the provision of excellent customer service and working with our partners, province, and stakeholders in our role of natural hazard management. The reduction of the timeframe after which an applicant may appeal to the Ontario Land Tribunal on the failure of a conservation authority to issue a permit from 120 days to 90 days will require clarity that a high-quality submission is the foundation of this timeframe. It will also require an ability to allow for permit reviews to be handled appropriately, which may involve pausing the reviews, cancelling, and re-starting provisions, should there be a legitimate reason why a technical review needs to be extended, where there are factors outside conservation authority control affecting development, or where a hearing may be required (a hearing extends the permitting process, and must allow for a fair process and appropriate time provided to carry this out). This will reduce any undue pressure upon the Ontario Land Tribunal, should a situation arise.

We do recognize that there are amendments proposed in the complementary regulatory ERO posting #019-2927 on natural hazard permitting for development which recognizes pre-consultation and complete application requirements as a key steps in the permitting process, which are important for the reporting of service standards and for any appeals to the Ontario Land Tribunal or the Minister as may be applicable.

Recommendations:

- Removal of the exemption from permitting based on a planning approval will provide optimal consideration for natural hazard management. We note that the exemptions for permitting if a planning approval has been granted has received Royal Assent and is problematic. Mechanisms should be established in the development process to ensure clear understanding of how these new legislative policies apply.
- Provide scoped definitions for “pollution” and “conservation of land”. The definition of “pollution” can be scoped to include only those deleterious physical substances or other contaminants that have the potential to be generated by development related to the control of natural hazards (e.g. erosion, sedimentation), which removes other deleterious substances from being included in the definition (e.g. contaminants of concern, which may be covered by other legislation). Similarly, the definition for “conservation of land” can be appropriately scoped.
- Reduction of the timeframe after which an applicant may appeal to the Ontario Land Tribunal on the failure of a conservation authority to issue a permit will require clarity surrounding the need for high quality application submissions and accuracy of information and address items outside our control (e.g. revisions to development plans), which may involve pausing, cancelling, and re-starting provisions.
- Utilize the experience of a multi-stakeholder group to ensure practical solutions that will not inadvertently subject developers, individuals or communities to natural hazard risks or unclear processes.



Focusing conservation authorities' role in review of development related proposals and applications (comments, appeals)

The planning framework for Ontario includes the consideration of natural heritage and water resources in planned development, which is an important tool to ensure sustainability and resiliency, particularly in the face of climate change and increasing occurrences of natural hazard events. Municipalities are responsible for carrying out this process, for which they often seek outside services to address these measures. Conservation authorities are known for their expertise in natural heritage and water resources, which tie directly to sustainable management of these resources in Ontario, and which have interrelated natural hazard management considerations. The ability to provide planning advisory comments to implement watershed planning considerations also further the objectives identified in the provincial planning framework (PPS) and these will be difficult to achieve without conservation authority comment. Our local knowledge base makes conservation authorities an ideal option for municipalities in the provision of *advisory comments*. Eliminating the option for municipalities to utilize conservation authorities to provide these advisory comments will duplicate processes for defining features (e.g. wetlands), will cost developers more to satisfy these planning requirements due to costs of alternative services and will result in development delays.

We note that recent changes to the Conservation Authorities Act recognized that municipalities had the choice to enter into agreements for services that they found to be effective, efficient and meaningful, which ensured consistency on a larger geographic scale. In this regard, Bill 23 eliminates efficiencies in the planning and development process.

Enabling commentary to be provided by conservation authorities on other legislation should remain and this enables better integration between legislative processes. This also ensures that all relevant information can be included in the decision-making process by the legislative authority administering the acts. The act of receiving a benefitting service in the interests of development should not be penalized; an alternative approach that may be more relevant is multi-stakeholder discussion regarding how the work is provided, such as service standards related to these services.

Key Recommendations

- Enable municipalities to enter into agreements with conservation authorities for advisory comments related to planning submissions.
- Continued ability for conservation authorities to comment on applications made under other legislation should be enabled.
- Utilize the experience of a multi-stakeholder group to ensure practical solutions that integrate local conservation authority knowledge in decision making abilities and will not inadvertently subject developers, individuals or communities to unclear processes.

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Freezing conservation authority fees

We understand the amendments will provide an enabling provision for the Minister to direct a conservation authority(ies) to freeze fees for a specified time. The province, in their ERO decision for Regulatory and policy proposals (Phase 2), April 22, 2022 issued the Minister's Fee Classes Policy, which recognized the user-pay principle. This policy is the basis of our fee schedules and freezing of fees will prevent the recovery of fees in accordance with this policy, particularly if a review of the fees are required to achieve cost neutrality, the timeframe for the Minister's direction extends for multiple years, or if multiple directions are issued by the Minister. The net effect of freezing fees is shifting the cost of development to the general tax base. We note the new requirement to demonstrate how self-generating revenue will offset municipal levy in our budget process will be affected by this amendment – freezing of service fees qualify as self-generating revenue.

Key Recommendations

- Continue to apply the user-pay principle in setting fee schedules to recover costs for providing services, in accordance with the Minister's Fee policy.
- Consider limited applications for which the enabling provision to freeze of conservation authority fees be applied, in terms of where and why and how long the provisions are implemented

Identifying conservation authority lands suitable for housing and streamlining conservation authority severance and disposition processes that facilitate faster development

The amendments require the identification of conservation authority lands which may be suitable for housing through the mandatory land inventory, where lands had received a Section 39 grant in the acquisition of the property. Although we do not believe we have any properties matching this description, we are aware that conservation areas create a strong sense of place and belonging within the communities they serve and are essential to community well-being, serving as a benefit from a physical health, mental health and social perspective, in addition to providing broader environmental benefits. With the targets for housing identified by the province, combined with the reduction of parkland proposed in Bill 23, conservation authority lands will only become more important as communities are developed. There may also be other practical considerations, such as other land donors, agreements or other constraints which affect the "suitability" of lands as proposed by the province in the mandatory land inventory.

Key Recommendations

- Amendments would make mandatory the identification of conservation authority lands that may be suitable for housing. Consider suspending further application of this exercise, particularly affecting any mandatory disposition of lands in future iterations of the housing supply action plan.

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- Utilize the experience of a multi-stakeholder group to ensure practical identification of conservation lands using community value and additional criteria to be applied (e.g. donor considerations, agreements, easements, etc) to the “suitability” of lands exercise.

We thank you for the opportunity to provide comments on this ERO posting and likewise thank-you for your careful consideration of our comments and other comments submitted.

Sincerely,

Mark Majchrowski
CAO

cc. Angela Coleman, Conservation Ontario
Kawartha Conservation Board of Directors

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November 24, 2022

MNRF - PD - Resources Planning and Development Policy Branch
300 Water Street, 2nd Floor, South Tower
Peterborough, ON
K9J 8M5
Canada

Re: Comments on “Proposed Updates to the Ontario Wetland Evaluation System” (ERO #019-6160)

To whom it may concern:

Thank you for the opportunity to comment on the Proposed Updates to the Ontario Wetland Evaluation System (ERO #019-6160) introduced as part of Bill 23 More Homes Built Faster Act, 2022 which is intended to help increase Ontario’s housing supply, faster.

We understand the province’s desire to build more homes effectively and economically and with the best interests of our existing communities and new communities to be built. We also recognize the need to work together to find the best solutions possible across all levels of government and the development industry to safeguard communities in the development process. As a watershed agency, we understand the value that wetlands provide in attenuating flows within our watercourses and waterbodies, which protect people and development. We offer the following comments below with respect to the proposed updates.

General Comments:

Wetlands evaluated through the Ontario Wetland Evaluation System (OWES) include natural heritage and natural hazard components which dovetail in many ways with the definitions of a wetland under the Conservation Authorities Act. This link is currently identified in the OWES, which has been removed as a result of the proposed changes. The separation of these linkages will result in a challenge whereby the definition of wetland and for what purpose will be brought into question in the development process and introduce a level of confusion that does not currently exist. Removing complexing of wetland areas will serve to do the same.

Wetlands are important components to slow down the runoff from the land and act effectively as tools to prevent or reduce flooding and reduce erosion hazards. Removal of any features will result in stresses to the system and will have the potential to negatively affect flooding into the future. The proposed updates will result in removing wetlands from the landscape over time.

Throughout the OWES updates, references to ownership and administration by the Ministry have been removed, leaving a question about what role the Ministry will take regarding wetland evaluations in the future. The expertise

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provided by the province is important in the development process and for making decisions where the delineation of a wetland is, which provides certainty in the development process. The proposed extraction by the Ministry from the process is exacerbated by the proposed removal of conservation authorities in the commenting for natural heritage, who are well positioned to provide the expertise needed. These changes are anticipated to increase the time of review of approvals, particularly where there may be conflicting perspectives in the evaluation of criteria forming a wetland evaluation. It is also unclear what role, if any, the province will be retaining in the future.

We recognize that there is an effort to update the OWES to reflect current practice and methods to obtain and provide information on wetland evaluations as well as simplify or rearrange components for clarity.

Recommendation:

- Retain the purpose for which the OWES and the resulting wetland evaluations may be utilized.
- Retain the entirety of, or critical components of ownership, decision making and involvement in the Ontario Wetland Evaluation System which will streamline any hurdles experienced by practitioners in the development process.

Wetland Re-evaluations and Mapping Updates

The addition of mapping updates and re-evaluations of wetlands is helpful to provide context to how information may be updated over time, however, this is hampered by statements that remove continuous improvement to information that may be observed over time and impact the scoring of wetlands based on key scientific criteria established in the OWES.

Recommendation:

- Place the new section “A Complete Evaluation” in front of the new section “Wetland Re-evaluations and Mapping Updates” to emphasize that new wetlands may still be evaluated where an assessment hasn’t been done previously.
- Remove updates to the OWES that eliminate the continuous improvement of science defining what a wetland is (e.g., pg. 11, second paragraph of strikethrough text; pg. 15 last paragraph, strikethrough text, etc.).

Wetland Complexing

The updates propose to remove complexing of wetlands. This will reduce coverage of wetlands in Ontario over time and will particularly affect fragmented landscapes, although wetland loss can be expected across Southern Ontario. We note that development costs increase where development encroaches into wetland areas and complementary evaluation of natural hazard policies are required to ensure development proceeds safely. These policy areas overlap



as wetlands are natural sinks in the landscape which provide flood attenuation benefits, as well as natural heritage value, and complementary policies ensure protection on both fronts.

Recommendation:

- Remove the updates to the OWES where wetland complexing is removed.

Updates to Scoring: Endangered or Threatened Species

The updates include the removal, in their entirety, scoring relative to the *“Reproductive Habitat for Endangered or Threatened Species and the Migration”* and *“Feeding or Hibernation Habitat for an Endangered or Threatened Species”* without any other scoring adjustments within the Special Features component of the OWES to compensate.

Recommendation:

- Retain the Endangered and Threatened components removed in the proposed updates or adjust other special features components to compensate for the scoring differential introduced by the removal of two components in the Special Features section with guidance from the technical committee(s) who can provide scientific rationale for any scoring adjustments.

We note that as part of the changes, a reference to three scientific groups of professionals (the Wetland Evaluation Technical Team, Southern Wetlands Evaluation Review Committee and Provincial Wetlands Working Group) were removed as part of the updates. The strength and defensibility of the OWES is based in science and changes to the OWES should be complementarily based on science as it is a technical tool, the results of which are subject to policy application. We would encourage any changes proposed to the OWES to continue the use of experts in the field to provide valued, scientific adjustments to wetland evaluation criteria.

We thank you for the opportunity to comment.

Sincerely,

Mark Majchrowski
CAO

cc. Angela Coleman, Conservation Ontario

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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, CAO

Re: CAO Report

KEY ISSUE:

To provide the Board of Directors with the monthly CAO Report.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the CAO Monthly Report for meeting #2/23 be received.

CORPORATE SERVICES

Staff continue to work to achieve compliance with legislative changes that the organization is tasked with, which included a meeting of conservation authority General Managers and CAOs to discuss approaches to achieve this. Tied to these changes, the inventory of programs and services were provided to member municipalities.

Many activities at present are geared towards finalizing year-end activities and planning for the new year.

Communications

Communications has been focused on creating awareness of the Tree Seedling Sale and Water Funds, as well as preparing for the forthcoming Watershed Report Card. The product has been created and a new webpage created for the Report Card.

We have strategically utilized our 'Know Your Signs' videos to draw awareness and attention to the importance of Source Water Protection across the region, while also supporting Conservation Ontario's Winter Wednesday Salt Awareness Campaign.

A new 'visibility' partnership has been launched with Days Inn and Suites by Windham Lindsay. Days Inn is providing a 10% discount for anyone booking rooms using a dedicated code unique to Kawartha Conservation/Ken Reid Conservation Area for 2023. We have added the promotion to our Ken Reid Conservation Area and Festivals pages on our website, and Days Inn staff will be sharing information with visitors about the amenities and recreational opportunities to explore at Ken Reid Conservation Area. Days Inn will be

For more information, please contact Mark Majchrowski at extension 215.



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providing data to Kawartha Conservation on the code use to determine if, and how much traffic, conservation areas, and Ken Reid in particular, helps drive supporting our local economy.

Communications has been placing a greater focus on YouTube growth in 2023 adding a combination of both YouTube Shorts (videos of 60 seconds in length or less), and longer-form videos. Our efforts have resulted in close to 50,000 views and more than 615 new subscribers.

As the demographics of our communities continue to change, communications staff are also working to create more inclusive and accessible content for new and existing online visitors by translating all YouTube content into multilingual formats, specific to Video Titles, Descriptions, and Subtitles. We currently translate our video content into the top 15 spoken languages (excluding English) based on our website visitor analytics and our YouTube analytics. While English continues to be the primary language, by a large margin, we are seeing an increasing number of users accessing content in different languages.

Top 6 Website-based Languages Spoken

1. English
2. Turkish
3. Spanish
4. Chinese
5. French
6. German

Social Media

Facebook

Facebook has continued its strong growth and engagement for Kawartha Conservation with more than 141,000 Impressions in February (an increase of 29.6% of the previous month), and engagement (likes, comments, shares) of more than 3,800.

For Facebook, posts about Climate, Climate Change and Invasive Species resonated the most, along with Source Water Protection, Nature and Stewardship and Conservation Lands. The full break down is below.

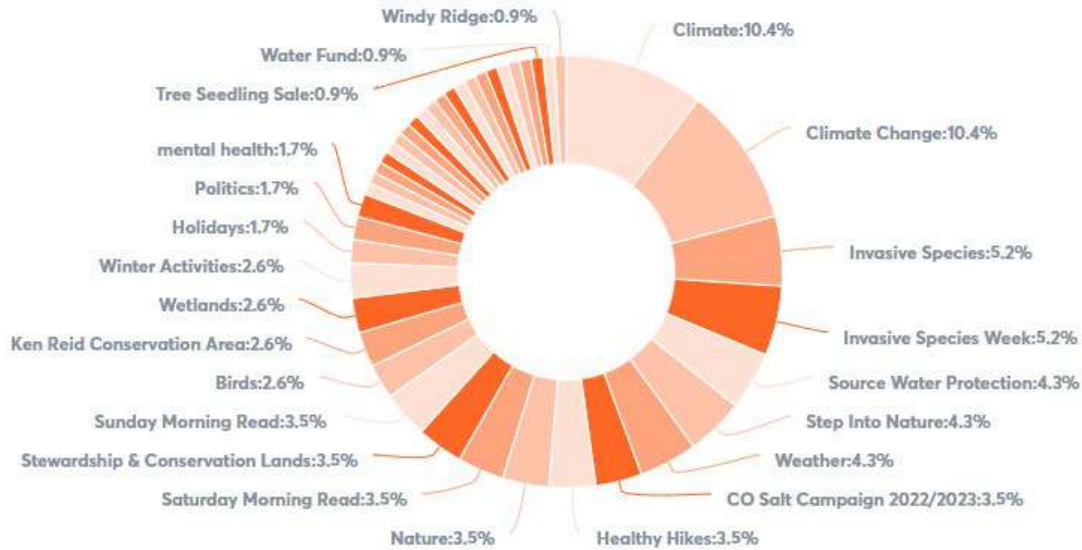


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Instagram

Our Instagram following has continued to increase, with more than 3,500 followers, representing a 1.7% increase over January.

Sunday continues to be the most popular day for engagement on the platform, further highlighting the need to be present on our platforms when our audience is on them and not necessarily when we are on them.

With more than 18,000 interactions in February, it is interesting to note the hashtags that are most popular and resonate with our Instagram audience.

18,523 interactions



For more information, please contact Mark Majchrowski at extension 215.



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LinkedIn

LinkedIn continues to perform well from an engagement standpoint and as a broadcast tool. In February, LinkedIn grew to 4,402 Followers, a 2.6% increase over January.

Likes	484
Comments	17
Clicks	773
Shares	56
Total Engagement	1,330

TikTok

TikTok followers grew by 47% to 241, while impressions for February grew by 0.3% to more than 14,000.

Twitter

Twitter Followers grew 0.3% in February as well, to 2,649. Twitter is mostly a broadcast tool for Kawartha Conservation with very little back and forth engagement on the platform. Kawartha Lakes in particular has a generally low uptake on Twitter. The main benefits are sharing information with organizations, other CAs and Conservation Ontario, and less effective at connecting with people one on one.

YouTube

As mentioned earlier YouTube has become a primary focus in early 2023. In February, YouTube resulted in 50,600 views and 509 new subscribers.

Traditional Media

Five media releases were crafted and issued focusing on a variety of subjects across our organization. We continue to focus on relationship-building with our media partners, while also very much committed to growing our own audiences through different social media platforms and subscription lists.

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Finance

The finance team has been busy with the core functions of accounts receivable, payable and payroll in addition to year-end filings and deadlines including T4s, WSIB, Employer Health Taxes, OMERS and reporting requirements under the Municipal Act for our partners.

Following the Appointment of Auditors, we are in the process of finalizing our year-end activities including working papers, internal reviews and documentation in preparation for audit. We have initiated discussions with BDO and are currently in the process of onboarding to the new auditors and reviewing the Engagement Letter.

There has been a significant focus on developing the draft 2023 budget and in responding to legislative requirements regarding the Conservation Authorities Act. We are pleased to provide a draft 2023 budget at this Board meeting.

Our Asset Management Plan and Software Implementation RFP project is moving as per the scheduled workplan. We are nearly completed the software implementation project with financial balancing nearing completion and will be conducting training on the software to required users in April. Under the Asset Management Plan, we are conducting phase 2 of our data review and have scheduled the final two workshops in April for the consultants to determine operational processes and procedures to consider in the plan.

Human Resources/Health & Safety

Under the Working for Workers Act, 2021, the Employment Standards Act was revised to introduce requirements for an Electronic Monitoring Policy and Disconnecting from Work Policy. Under this new legislation, we are required to implement the policies by March 1, 2023. We circulated a draft policy for commenting to staff in February and circulated the final policies with consideration of comments provided on February 28th.

Our seasonal job postings have been posted to the website and are closing March 19th, 2023.

Additionally, we will be taking on a new restoration project at Durham East Cross Forest to restore the hydro corridor to a combination of wetland, meadow, and tall grass communities. The project design is still being developed and partnerships with other organizations and groups has begun. Melissa Creasy-Alexander will be the project manager for this 3-year project and will be focusing her efforts on Durham East Cross Forest beginning in April. Her position will be backfilled during this temporary re-assignment that is being supported by grants and partnering agencies.

For more information, please contact Mark Majchrowski at extension 215.



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Information Technology

We have been very busy in the Information Technology areas of our business with security, infrastructure, and user support.

We recently installed a conference system in the boardroom that will allow for greater flexibility for hybrid style meetings with audio and video. This Board meeting will be our first real-world usage of the system.

We are currently in the process of completing a computer inventory review, wiping machines out of circulation, and determining a regular refresh cycle to maximize uptime, reduce failures and ensure users can remain productive and efficient. We successfully completed a pilot program with GovDeals to surplus old equipment and maximize revenue generating potential. We successfully, securely wiped and auctioned 16 desktops and are in the process of auctioning 6 laptops. Previously, we would incur costs to securely wipe and destroy machines and dispose of them. This is a great efficiency improvement and cost-effective approach that will be utilized in other business areas for asset disposal.

We're currently in the process of decommissioning our offsite backups as the equipment is failing and storage is limited impacting the volume of offsite backup data. We have sourced a cloud provider and have successfully piloted the connection and are working on a transition plan. This project will provide cost-savings when replicating the current back-up infrastructure with the ability to expand storage easily, reducing overall capital outlays.

PLANNING, DEVELOPMENT AND ENGINEERING

We continue to experience a steady number of planning and permitting files as well as reports of activity in the watershed to be followed up from a compliance perspective. Staff are working hard to ensure we progress priority files and meet deadlines.

Source Protection activities remain active as updated policies are examined for effectiveness and work is carried out to translate changes in the technical rules to on-ground implications. Work also continues on the Risk Management Official front to establish Risk Management plans with remaining landowners and responding to inquiries and notice requirements related to building and planning applications. Additionally, our Risk Management Official/Source Protection Technician continues to provide guidance to our municipal partner's new staff.



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Our Flood Plain Mapping Technician has been busy work planning for the Trent Lakes flood plain mapping project (Nogies Creek and Miskwaa Ziibi River) since the initiation of the Flood Hazard Identification Mapping Program (FHIMP) January 1, 2023. The Initial Project Kick Off meeting with FHIMP and Trent Lakes representatives took place on February 27, 2023, and Kawartha Conservation staff presented on the project overview, status and future deliverables and has since submitted the FHIMP initial reporting on March 1, 2023. Our Technician has also been working on processing data collected for the Haliburton flood plain mapping project as well as coordinating with Ganaraska Region Conservation Authority (GRCA) staff to assist with finishing the Fenelon Falls South flood plain mapping project for City of Kawartha Lakes (CKL).

STEWARDSHIP AND CONSERVATION LANDS

The first quarter of the year is a time for project development and preparation for our stewardship and conservation lands crews. We are in the process of hiring our seasonal staffing compliment who will support our projects as they begin to roll out in May. We are also looking at formalizing funding agreements for some projects and looking to apply for other funds as available to support our various programs.

Stewardship Activities

Agriculture

Kawartha Conservation had a strong presence at the East Central Farm Show in Lindsay last month. Our booth was well visited by the community and the team was able to connect landowners with the various incentive programs we offer, source water protection, and agricultural Best Management Practices (BMP's). We shared the booth as part of the East Central Farm Stewardship Collaborative.



Forestry

We are preparing for the spring planting season and working with private landowners to finalize planting plans and tree orders for the spring. Forests Ontario has increased their subsidy for the next 2 years, providing support of \$2.40 per tree for landowners undertaking large scale planting projects. We are negotiating planting plans for more than 40,000 trees for the year. Finalized agreement with landowners should be in place within the next week, and plantings can begin in late April.

For more information, please contact Mark Majchrowski at extension 215.



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Our over-the-counter seedling sale closed on March 17th with over 18,000 seedlings sold. This represents an increase of over 2,000 seedlings from 2022. This, combined with our 50 Million Tree program will far exceed the 21,000-tree target for the year.



We participated in the 30th annual Kawartha Woodland Conference this month with over 120 people in attendance. This was the first time the conference was held in person since the pandemic, and the response was very positive. Our team was able to connect with woodlot owners and provide information about our tree seedling and tree planting incentives.

Lake Management Implementation Action Plan

The Implementation Action Plan will guide our stewardship and monitoring programs over the next five years to fill data gaps and provide on the ground projects that aim to improve water quality. Staff and members from the advisory panel have been working hard to finalize the new plan for implementation projects. A final review is currently underway, and we are on target to bring a draft to the board in April or May of this year.

Community Outreach / Education

Forest Therapy

Our Forest Therapy program is designed to help people connect with nature and wild spaces in a different way. There have been numerous studies recently about the physical and mental benefits of spending time in nature. They include reduced stress, improved immune system, increased rates of recovery from surgery, improved mood, and relief from symptoms of anxiety and ADHD. With thanks to our 2023 program sponsors, Wards Lawyers, we offer monthly forest therapy walks at various conservation areas. In the winter, we focus those walks



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at Ken Reid, but this spring and summer we will be visiting other conservation areas as well. Unfortunately, February's walk was cancelled due to severe weather and dangerous trail conditions. Our March walk has 12 people registered at the time of writing this report.

In February we hosted the Kawartha Lakes Parole and Probation Board for their annual team meeting and wellness day. As part of their wellness program, the group booked a private forest therapy session at Ken Reid Conservation Area. Over 25 participants joined us for a 1.5 hour walk where we explored our connection to nature to relieve stress and improve mental wellbeing. Participants expressed feeling calmer, more focused, and a greater sense of connection to their work after participating.

Story Book Trail

For a few years now, we have offered monthly stories on our story book walk. These engaging children's stories have quickly become a community favourite, with families returning every month to explore the next book. March's story is *The Gruffalo* by Julia Donaldson about a little mouse who goes on a walk to explore the forest. As he does, he encounters and deceives different predators in the forest, including the Gruffalo.



Conservation Lands

Durham East Cross Forest: Eco-Corridor



Durham East Cross Forest includes a hydro corridor that runs through the centre of the property. Over many decades, this section of the property has been influenced by illegal off-road activity and dumping of hazardous waste. As a hydro corridor, the area must be managed for vegetation to ensure that the tower

infrastructure and power lines are not at risk of damage due to falling trees etc.

This spring, we will be embarking on a 3-year restoration project that will include 11 ha of the hydro corridor. The project will include the restoration of wetlands and prairie areas. We

For more information, please contact Mark Majchrowski at extension 215.



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are still in the planning and design phase of this project but have also been exploring opportunities to work with the Mississauga's of Scugog Island First Nation to include an Indigenous knowledge component as well as working with Fleming College to develop a prairie seed bank that will support future tall grass prairie restoration projects.

Durham East Cross Forest

Staff responded to public reports of dead animal dumping at Durham East Cross Forest this month. After investigating the site, our Provincial Offences Officers, Calli Burke and Melissa Creasy-Alexander, liaised with Durham Regional Police and the local MNRF Conservation Officer. It was determined that 3 coyotes had been killed by being trapped and shot and then dumped on our property along Mount Joy Road. In addition to the animals, there were boxes of livestock bones and pieces dumped. While we were not able to identify who had dumped the animals, the Conservation Officer removed the animal remains. Durham Regional Police has also increased patrols through the area to discourage additional occurrences. Our ongoing relationship with local law enforcement continues to support our efforts of protecting this property and the community that use it.

INTEGRATED WATERSHED MANAGEMENT

IWM staff continue their efforts on automating processes to be more efficient in our day-to-day business. Over the past month we have been working with a representative from KISTERS on converting our daily water level and precipitation data into an automated dashboard using WISKI (Watershed Information System by KISTERS).

Staff repaired a vandalized Provincial Groundwater Monitoring Well located in the Municipality of Trent Lakes. Repairs included installing a new vermin proof lockable well cap, a mounting bracket for the logger and installing the logger. The well is now measuring water levels again and is ready for our annual water quality sampling in fall of 2023.



We are developing a series of educational videos to help the community understand what we do. In the first video we talk about snow and how we take measurements. The 2-part video series was launched on our all-social media platforms with an overwhelming number of views (Part 1 received 16,000 views after the first week on YouTube).

For more information, please contact Mark Majchrowski at extension 215.



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Flood Forecasting and Warning

A watershed conditions statement was issued from February 14th to 19th, due to a period of warm temperatures and mixed precipitation. Since that time, the weather has been stable with temperatures below zero most nights and no rain events or rapid snowmelt. The snowfall on March 3rd added 25-30 mm to the existing snowpack for a total of 30-40 cm, which is average for this time of year, with slightly more snow in the north and in the Oak Ridges Moraine areas of our watershed.

As we approach the middle of March there is no significant precipitation in the forecast and air temperatures are expected to remain below freezing with the long-term forecast showing a similar pattern through to the end of March.

Water levels in all watercourses remain well below bank full conditions and continue to recede. The Trent Severn Lakes are below average water levels for this time of year and outflows at dams are receding, approaching the average, with draw down taking place to prepare for the spring freshet. Reservoirs to the north of our jurisdiction are at below average levels for this time of year.

Based on the above information we are predicting spring freshet and higher water level conditions to take place in April.

For more information, please contact Mark Majchrowski at extension 215.



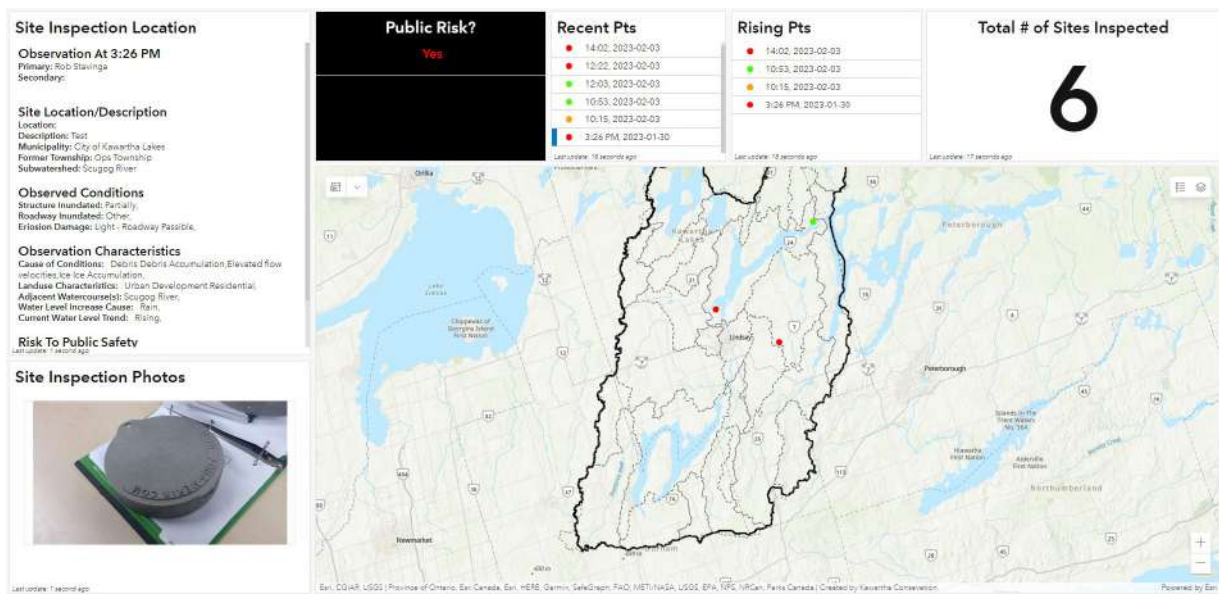
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In the event, of a flood situation, we have enhanced our Flood Inspection Dashboard. Flood patrol crews, if deployed, use a digital form to feedback flooding status on the ground, which is then displayed in this dashboard for the Flood Coordinator to view. New features such as trending information for water levels, additional specific site details and interconnected functionality of all sections of dashboard were added.



Innovation Hub

March was set to be a busy month for innovation hub, with two Ontario Building Code Part 8 Sewage System Exam Prep courses to be delivered. Due to stock issues through Service Ontario for required course materials the March 13-17th course has been postponed until late April. The second course scheduled for the week of March 27-31 will continue. There has also been some external interest in offering a Project Management course in 2023, we continue to work with the consultant to explore that possibility.

Watershed Report Cards

The team has been busy finalizing the 2023 Watershed Report Cards, a Conservation Ontario lead initiative that Kawartha Conservation participates in. The launch was on World Water Day, March 23, 2023. In addition to the report card, staff also developed a complementary webpage and [Watershed Report Card Web Map](#) allowing users an interactive experience into the information.



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Lake Dalrymple Management Plan

On March 7th, staff hosted a working group meeting at the Carden Recreation Centre where 10 local community members attended. The purpose of the meeting was to provide an update on the status of the plan, including up to date monitoring results, and to receive their input on how to prioritize several key management challenges. Based on the community members feedback, heavy fishing pressure, algae/weed growth, lack of enforcement and dumping of contaminated fill were some of the key challenges they were witnessing. The most up to date Information about the [Lake Dalrymple project](#) can be found on the website.



Lake Plan Implementation – Erosion and Sediment Control

In partnership with Toronto and Region Conservation, Sustainable Technologies Evaluation Program hosted two training webinars (Feb 9 and 16) educating the construction and regulatory industry on best practices to manage bare soil and water on construction sites. Over 133 participants attended, including staff from City of Kawartha Lakes, Township of Scugog, Parks Canada, Ministry of Natural Resources and Forestry, Ministry of Environment, Conservation and Parks, Fleming College, contractors, and builders. Financial assistance to facilitate these information sessions was provided by the City of Kawartha Lakes, and Environment and Climate Change Canada (Bring Back the Fish Funding). Both webinars were recorded and are available [online](#).

Lake Scugog Enhancement Project (LSEP)

Staff at the Township of Scugog sought Council approval for proceeding with a 30-day public commenting period for LSEP's Class Environmental Assessment – Notice of Completion. Two meetings were held to provide additional background information on the project and address concerns. Kawartha staff attended both meetings and provided technical input. With the endorsement, the 30-day commenting for the Class Environmental Assessment began on February 28th.

The construction and installation of the Casimir Oil Grit Separator (OGS) has begun. This is part of LSEP and fulfils one of the objectives by enhancing stormwater treatment by removing sediment and oil from runoff before it enters the Lake. The installation of the Casimir OGS also fulfills Priority 1 in the Port Perry Stormwater Management Plan.



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We also finished our public commenting period for the shoal rehabilitation plan as required by Transport Canada. This is another component of the project where a Fish Offset Plan we aim to enhance and expand three existing fish spawning shoals in Lake Scugog.



Proposed view of LSEP (wetland and berm) from the Joe Fowler Picnic Shelter. The proposed high of the berm and native vegetation in the wetland will not obstruct the view from the picnic shelter.

Academic Partnerships

In partnership with Fleming College, we applied to Natural Sciences and Engineering Research Council of Canada's College and Community Social Innovation Fund with Brock University and Fleming College for \$120,000 to look at Agriculture Land-use Effects on Water Quality and Benthic Macroinvertebrates Accumulation of Inorganic Contaminants. This partnership if successful, leverages an in-kind donation of existing data and will provide leveraging of funds for the program area. If the grant is successful, staff will contribute to field sampling, report writing, mentoring staff and providing historical data on water quality.

As part of the Fleming College GIS Post Graduate program, a group of students chose our project submission to undertake an online interactive dashboard using ArcGIS Online. This dashboard will tell a story about our environmental monitoring programs and report on key findings. This project will aim to target 3 recommendations outlined in our 10-year Environmental Monitoring Strategy developed in 2022; report data regularly, track land use changes and establish a data sharing platform. Staff attended the start up meeting at the beginning of March. The project is scheduled to be completed by early June.

Acknowledgements in the preparation of this report:

Nancy Aspden, Acting Manager, Integrated Watershed Management; Jonathan Lucas, Acting Director, Corporate Services; Kristie Virgoe, Director, Stewardship and Conservation Lands; Matthew Mantle, Director, Planning and Development Services



Agenda Item #7.6

BOD Meeting #2/23

March 23, 2023

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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, CAO

Re: Correspondence

KEY ISSUE:

To provide the Board with correspondence received.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the attached correspondence be received.

BACKGROUND

The following correspondence which may be of some interest has been received since the last meeting of the Board of Directors.

Annamaria Cross, Ministry of Environment, Conservation and Parks – March 3, 2023

RE: Updates to the Municipal Class Environmental Assessment

An update provided from the Ministry on amendments to the Municipal Class Environmental Assessment (EA) as part of the ministry's work on EA modernization. Details are provided in the attached item for your interest.

**Ministry of the Environment,
Conservation and Parks**

Environmental Assessment
Modernization Branch

135 St. Clair Avenue West
4th Floor
Toronto ON M4V 1P5

**Ministère de l'Environnement, de
la Protection de la nature et des Parcs**

Direction de la modernisation des processus
d'évaluation environnementale

135, avenue St. Clair Ouest
4^e étage
Toronto ON M4V 1P5



March 3, 2023

Good morning/afternoon,

Ontario is taking action to streamline and modernize its almost 50-year-old environmental assessment process that is too slow, unnecessarily burdensome and costly, to build Ontario while continuing to protect the environment. As part of this plan, we are making practical changes that would ensure strong environmental oversight while reducing delays to get shovels in the ground on projects that matter most to Ontario communities.

Today, on behalf of the Ministry of the Environment, Conservation and Parks, I am writing to let you know that the Municipal Class Environmental Assessment (EA) has been amended as part of the ministry's work on EA modernization.

Over the last three years, our modernization efforts have focused on ensuring strong environmental oversight while reducing delays on infrastructure projects that matter most to Ontario communities. This process includes considering input from stakeholders and Indigenous communities and streamlining requirements for low-risk municipal infrastructure projects, while maintaining strong environmental oversight and protection.

In 2019, the Ministry of the Environment, Conservation and Parks invited the proponents of class environmental assessments to review their assessment process and to propose changes to reduce duplication and better align assessment requirements with risk. We started consulting with municipalities, government agencies and Indigenous communities on the proposed amendments to the Municipal Class EA in 2020. I want to thank all who have offered feedback on the proposed amendments, through submitting comments, participating in webinars and correspondence. We have considered all comments received during the consultation, in addition to conducting our own analysis before the minister decided on the proposed amendments to the Municipal Class EA.

After careful consideration, the decision was made to approve many of the proposed amendments to the Municipal Class EA, including amendments proposed by the ministry. Various changes were made to the Municipal Class EA to update project schedules to better align the level of assessment with the environmental impact of the project. By looking at smarter, more modern ways of doing business, we're making sure important public services and infrastructure projects can get off the ground faster without unnecessary costs and delays.

Amendments to the Municipal Class Environmental Assessment Page 2.

Based on input received from Indigenous communities and Ministry of Citizenship and Multiculturalism (formerly the Ministry of Tourism, Culture and Sport) regarding the need to ensure the protection of archaeological resources and burial sites, an archaeological screening process will be required for various project types that are now eligible for exemption. The exemption will be conditional on the completion and outcome of the screening. The archaeological screening process consists of three questions with links to various tools and criteria developed under the *Ontario Heritage Act*. Proponents must carry out the specified research and consultation to accurately respond to each question, including consultation with Indigenous Communities, municipal governments, and Ministry of Citizenship and Multiculturalism, and may require the assistance of a licensed archaeologist. A project that the screening process applies to would not be exempt unless the archaeological screening process is completed as required, project documentation maintained and all mitigation measures that are identified through the screening process are implemented.

Please see Appendix 1 of the Municipal Class EA for more information on the new archaeological screening process.

Detailed information on the approved amendments to the Municipal Class EA, including the Minister of the Environment, Conservation and Parks' reasons for making the amendments, can be found at: <https://ero.ontario.ca/notice/019-5069>. The changes are effective as of the date of posting on the Environmental Registry of Ontario, March 3, 2023.

Proponents authorized to proceed with projects through the Municipal Class EA are required to proceed in accordance with the transition provisions set out in the amended Municipal Class EA, as it came into effect on March 3, 2023. Municipalities should review the amended Municipal Class EA to determine the impact on their project.

If you have any questions, please contact Stephen Deneault, Project Officer, by e-mail at: Stephen.Deneault@ontario.ca and the Environmental Assessment Modernization Team at: EAModernization.MECP@ontario.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Cross".

Annamaria Cross
Director, Environmental Assessment Modernization Branch
Ministry of the Environment, Conservation and Parks



Agenda Item #8.1

BOD Meeting #2/23

March 23, 2023

Page 1 of 3

To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, CAO

Re: Conservation Authorities Act – Phase 2 Transition Activities

KEY ISSUE:

The Conservation Authorities Act and supporting O. Reg. 687/21 require the development of agreements with municipalities for programs and services not deemed mandatory by the Province, along with update reports to outline progress to this end.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the April 1, 2023, Progress Update Report, and circulation to the MECP and member municipalities in accordance with O. Reg. 687/21 be ratified, AND,

THAT, the staff report on Phase 2 Transition Activities related to Conservation Authorities Act changes be received.

The Ministry of the Environment, Conservation and Parks (MECP) released Phase 1 regulations to implement amendments to the Conservation Authorities Act on October 4th, 2021, which included a requirement to develop an inventory of programs and services. This inventory initiates the process for understanding the categories of services that a Conservation Authority provides and facilitates entering into agreements with participating municipalities on the costing of programs, which are to be entered into by January 1, 2024.

Phase 2 regulations outlining budget requirements were released on April 20, 2022, which are tied to the Phase 1 regulation requirements for the accounting of agreements with municipalities.

The development of agreements with municipalities for programs and services not deemed mandatory by the Province and updates to the Province in this regard are termed Phase 2 activities. The key regulations pertaining to Phase 2 transition period activities include:

- *Ontario Regulation 686/21: Mandatory Programs and Services*
- *Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services*
- *Ontario Regulation 402/22: Budget and Apportionment*

Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act requires each conservation authority to develop agreements with its municipalities for programs and services which are Category 2 or Category 3

For more information, please contact Mark Majchrowski at extension 215.



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March 23, 2023

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programs. The regulation also requires regular quarterly reporting to the Ministry of the Environment, Conservation and Parks on the progress of establishing agreements.

Phase 2 Transition Activities

The program and service inventory provides a base for determining which programs and services need to be accounted for in Memorandum of Understandings (MOUs), service level agreements or similar (Category 2 programs are provided at the request of or on behalf of a municipality) or through cost apportioning agreements (Category 3 programs which are deemed by the Board to be advisable to carry out, shared amongst participating municipalities). It includes an estimated annual cost of delivering the service or program and identifies the percentage of costs covered by different funding mechanisms.

The program and service inventory is being consulted on with our municipalities, and refinements may occur as MOUs are developed and the transition period matures. From this point through to January 1, 2024, the program and service inventory will be consulted on with our municipalities as MOUs and agreements are worked on.

We are exploring models of agreements that are being worked on by conservation authorities to satisfy the requirement outlined in the Conservation Authorities Act and are at the initial stages of MOU discussions. Much of the activity this past quarter were focused on business activities of the Authority and adapting to new provincial legislation affecting our business.

Discussions have been productive and have focused on providing a greater awareness of the transition details related to this provincial initiative, identified opportunities for program and service areas, and provided early discussions regarding the framing of agreements and updates to existing MOUs as may be required.

Inventory of Programs and Services

The inventory will be an evolving document as consultation with municipalities occur and as other refinements are identified. This inventory will set the stage for future budget deliberations, development of agreements, and the updating of existing agreements with municipalities.

Bill 23, *More Homes Built Faster Act, 2022* amended the Conservation Authorities Act by prohibiting commenting ability of conservation authorities on matters aside from natural hazards. This affects our commenting currently provided by MOUs to our partner municipalities and government agencies related to development applications submitted which impact natural heritage or general water quality considerations or water quantity considerations not related to natural hazards.

The inventory of programs and services has been revised to address these changes, approved at the January 2023 meeting of the Board. Program costs associated with the review of natural heritage were minor in nature and costs were redistributed to other relevant

For more information, please contact Mark Majchrowski at extension 215.



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March 23, 2023

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program areas associated with the delivery of natural hazards (permitting and compliance, and natural hazard planning categories). This update also addresses a request by the Region of Durham to update the inventory resulting from Bill 23.

Progress Reports:

Progress report #4 (the report) has been provided (Attachment #1) for ratification. The report will be forwarded to the Ministry of the Environment, Conservation and Parks by the April 1st, 2023, deadline, fulfilling the legal requirement to do so, as well as copies circulated to our member municipalities.

This represents the fourth (4th) of six (6) progress reports required.

Transition Plan: Progress Report #4

In accordance with Section 21.1.4 of the *Conservation Authorities Act*

April 1, 2023



**KAWARTHA
CONSERVATION**

Discover • Protect • Restore

Transition Plan: Progress Update

Introduction

The Conservation Authorities Act requires Conservation Authorities to prepare Transition Plans outlining steps and timelines for the preparation of an Inventory of Program and Services and for the development and execution of funding agreements between Kawartha Conservation and participating municipalities.

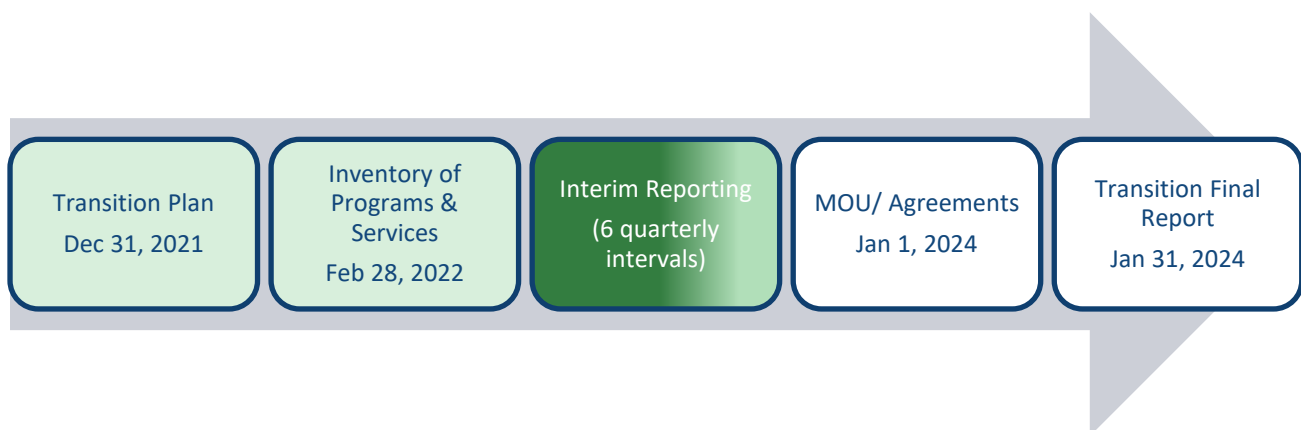
Funding agreements are to be struck for programs and services that are not deemed to be provincially mandatory core services outlined in the *Conservation Authorities Act* and associated regulations as outlined in Regulation 687/21 “Transition Plans and Agreements for Programs and Services” established under Section 21.1.2 of the Act.

A transition plan outlining steps to be taken to enter into agreements with participating municipalities that share geography with our watershed jurisdiction and an inventory of programs and services were completed. The City of Kawartha Lakes, Region of Durham (with representatives from its lower tier municipalities: Township of Brock, Municipality of Clarington, Township of Scugog), Municipality of Trent Lakes, and the Township of Cavan Monaghan are participating municipalities. Specified Municipalities are also being consulted during this transition period to keep abreast of the changes to the Conservation Authorities Act and transition, as recently released regulations identify the source protection program and service level agreements may exist with one or more of these municipalities.

This report is produced for the Ministry of Natural Resources and Forestry as per O. Reg. 687/21.

Note: The province aligned ministry portfolios recently, which shifted the Ministry responsible for Conservation Authorities; previously progress reports were submitted to the Ministry of the Environment, Conservation and Parks and future reports will be submitted to the Ministry of Natural Resources and Forestry.

Timelines and Deliverables



Transition Plan

The Transition Plan was required to be completed by December 31, 2021, and distributed to member municipalities, the Ministry and made publicly available. This was approved on November 25th, 2021 and distributed per regulatory requirements by December 10th, 2021 ([see Transition Plan](#)).

Inventory of Programs and Services

An inventory of programs and services was to be prepared and circulated to participating municipalities by February 28, 2022. This was approved by the board on February 24, 2022, and distributed per regulatory requirements by February 28th, 2022.

The inventory of programs and services will be classified as: mandatory, performed on behalf of a municipality, or determined for consideration of funding to municipalities. These categories are further identified in Section 21 of the *Conservation Authorities Act*.

The inventory includes an estimate of the annual cost of the service, sources of funding and the percentage attributed to each funding source, and may be refined as agreements are worked on, until January 1, 2024. Refinements are to be brought forward through the progress reports to the Ministry.

In accordance with this progress report, the inventory of programs and services was updated ([see Inventory of Programs and Services](#)).

Municipal Agreements

Agreements will be required to be in place by January 1, 2024, with participating municipalities for non-mandatory programs and services where municipal funds are required. An option to extend this timeline from the Ministry can be applied for no later than October 1, 2023, with supplied rationale.

We note with the passing of Bill 23, our existing agreements with municipalities will need to be revisited and changed.

Interim and Final Reporting

Interim reporting will be required to be submitted to the Ministry on a quarterly basis starting July 1, 2022, outlining progress on the development of municipal agreements and any changes in the inventory of programs and services. Future progress reports are required by July 1, 2023, and October 1, 2023.

A final report is due to the Ministry on January 31, 2024, confirming that agreements are in place, and forwarding the final inventory of programs and services.

Progress Reports		
Progress Report #1	Per subsection 7 (3) of the regulation	Jul 1, 2022
Progress Report #2	Per subsection 7 (3) of the regulation	Oct 1, 2022
Progress Report #3	Per subsection 7 (3) of the regulation	Jan 1, 2023
Progress Report #4	Per subsection 7 (3) of the regulation	Apr 1, 2023
Progress Report #5	Per subsection 7 (3) of the regulation	Jul 1, 2023

Progress Report #6	Per subsection 7 (3) of the regulation	Oct 1, 2023
Final Report	Per subsection 9 of the regulation	Jan 31, 2024

Progress Update

The following outlines the progress on the development of cost apportioning agreements with partner municipalities, in accordance with the legislative requirements outlined in O. Reg. 687/21 (Transition Plans and Agreements for programs and Services under Section 21.1.2 of the Act), specifically S.7.(3). Section 21.1.2 in the regulation is specific to the “Other programs and services” offered by a Conservation Authority.

Summary of any comments or other feedback on the inventory submitted by a municipality:

One comment was received from the Region of Durham within this reporting period requesting an updated inventory reflective of Bill 23, More Homes Built Faster Act, 2022, impacting services provided.

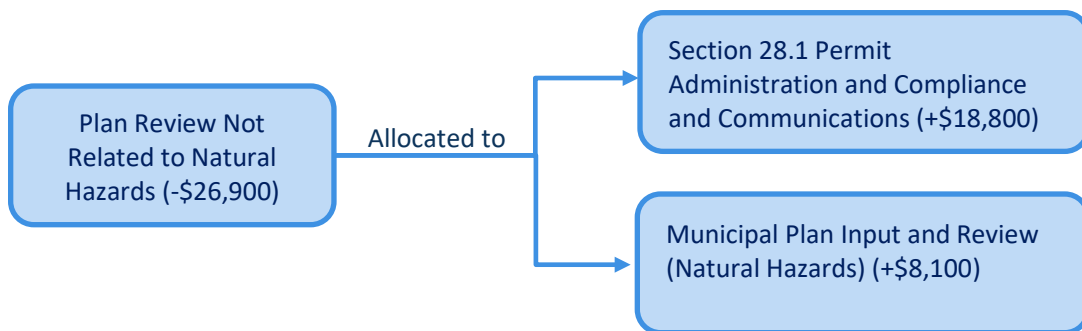
No additional comments or other feedback on the inventory were noted by municipalities in this reporting period.

Additional follow up will occur during the transition period, and where required, the inventory will be updated.

Changes made to the inventory to address municipal comments:

The inventory of programs and services was updated on February 23rd, 2023, to reflect changes in services (commenting on development applications related to natural heritage, significant water resource features and water quality) based on direction from the Province contained within Bill 23, More Homes Built Faster Act, 2022. These changes were made based on a request from the Region of Durham to reflect changes in the inventory.

The specific changes are outlined in the revised inventory attached to this progress report. Costs associated with commenting on development applications have been redirected towards categories related to natural hazard management.



If further dialogue with municipalities results in changes to the inventory, they will be reflected in future progress reports.

Update on progress towards negotiating cost apportioning agreements with your participating municipalities:

We are in the early stages of discussions around cost apportioning agreements and focused efforts to consult on the inventory of programs and services with municipalities.

Staff have had initial meetings with the Municipality of Trent Lakes (June 9th), Municipality of Clarington (June 27th), Township of Brock (June 29th), City of Kawartha Lakes (July 18th) and Region of Durham (July 21st), to discuss the inventory and initiate discussions regarding cost apportioning agreements and next steps.

There is general agreement that the programs and services that a participating municipality may benefit from be captured in a general agreement with more specific agreements flowing from it. Major content of these agreements would need to be agreed upon by July 2023 to enable the development of a conservation authority budget in 2024 that conforms to the Conservation Authorities Act.

Staff are in the process of evaluating early drafts of MOUs that may be appropriate.

Outline of any difficulties experienced that might impact the ability to conclude cost apportioning agreements by transition date:

Optimal timelines to enter into cost apportioning agreements have been discussed in meeting with participating municipalities. Early indications continue to suggest that the timelines are ambitious, and in most cases apportioning agreements may be struck by the transition date of January 1, 2024, and we note that this was prior to the extensive changes introduced as part of Bill 23 to the *Conservation Authorities Act* and the *Planning Act*, which not only affects our existing agreements with municipalities, but also affects the municipalities themselves.

The Region of Durham has indicated that the timelines may not be feasible to allow for the process of establishing agreements to be developed, agreed upon and endorsed; an extension may be required. We duly note that Bill 109 significantly impacts the Region of Durham and attention to apportioning agreements may be lesser priorities as significant work will be required by the Region to address the changes to their municipality. The planning department is the department responsible for the Conservation Authorities as part of their portfolio.

We also note that our resources have been focused on achieving other transitional deliverables required by the *Conservation Authorities Act* as well as deployment of internal resources to delivering mandatory program and service areas for which there has been a labour shortfall. Further, attention has been focused on preparation of budgets, implementing provisions identified within Bill 23 with our municipal partners, and orientating our new Board members. These factors have directly impacted the development of cost apportioning agreements.

Kawartha Conservation Inventory of Programs and Services

v.1 approved Feb. 24, 2022

v.2 Feb 23, 2023 – addressing Bill
23 amendments to CA Act

The following is a listing of programs and services that are aligned with the requirements outlined in regulations. This represents the current inventory of programs and may be adjusted as additional provincial guidance and interpretation is supplied, as information is refined and following discussions with municipalities on this inventory.

The Ministry of Environment, Conservation and Parks is requesting that each program and service is categorized into one of 3 categories, as follows:

1. Mandatory programs and services (*defined in regulation; where municipal levy could be used without any agreement*)
2. Municipal programs and services. Programs and services at the request of a municipality (*with municipal funding through an MOU/agreement*)
3. Other programs and services. Programs and services an authority determines are advisable (*use of municipal levy requires an MOU/agreement with participating municipalities*)

A program or service that is identified as mandatory is eligible, but not required to receive municipal funding. More than one category of program may apply to a program or service offered.

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
Natural Hazard Management					
Natural Hazard Management Program					
Program Description: Conservation Authorities (CAs) are the lead provincial agencies on Natural Hazard issues. The goal is to protect life and property from flooding and erosion. This watershed-wide, comprehensive program includes: development applications and permits, municipal plan input and review, environmental planning and policy, flood forecast and warning, flood and erosion control infrastructure, technical studies, ice management, education and public awareness.					
See 21.1 (1) 1 i of the Conservation Authorities Act; Sections 1-8 of the Mandatory Programs and Services Regulation O.Reg. 686/21					
Section 28.1 Permit Administration and Compliance and Communications	Reviewing and processing permit applications, associated technical reports, site inspections, communication with applicants, agents, and consultants and legal costs. Includes information management related to these items.	1	Currently Provided	\$362,600	Municipal Levy – 41% Self Generated – 59%
Review under other Legislation	Input to the review and approval processes under other applicable law (e.g., Environmental Assessment Act, with comments principally related to natural hazards, wetlands, watercourses, and S. 28 permit requirements.)	1	Currently Provided	\$45,800	Municipal Levy – 41% Self Generated – 59%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
Municipal Plan Input and Review (Natural Hazards)	<p>Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances).</p> <p>Input to municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNR), delegated to CAs in 1983.</p> <p>Input to the review and approval processes under other applicable law, with comments principally related to natural hazards, wetlands, watercourses, and S. 28 permit requirements.</p> <p>Includes information management related to these items.</p>	1	Currently Provided	\$174,700	Municipal Levy – 41% Self Generated – 59%
Plan Review Not Related to Natural Hazards	<p>Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances).</p> <p><i>Planning services are provided by current MOUs with the City of Kawartha Lakes (2012), Durham Region (2011), Municipality of Trent Lakes (2017), County of Peterborough (2013).</i></p>	2	<i>To be removed from MOUs</i>	<i>Activity removed from inventory</i>	N/A
Website update (Permit application tracking)	<p>Develop a customer-focused solution putting permit application status information into the hands of residents and the building community.</p> <p>Enable customers to find the information they need, and utilize online services provided with a particular aim to improve planning and permitting services.</p> <p><i>*Funded by participating municipalities as a 2-year general benefitting program, directly related to hazard programming for permitting and planning</i></p>	1	General Benefitting Project	\$20,000	Municipal Levy – 100%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
Flood Forecasting and Warning and Low Water Response	<p>Daily data collection and monitoring of weather forecasts, provincial and local water level forecasts, watershed conditions, snow course, flood event forecasting, flood warning, communications and response and equipment maintenance. Annual meeting with municipal flood emergency coordinator.</p> <p>Conditions monitoring and analysis, including baseflow conditions. Technical and administrative support to the Water Response Team representing major water users and decision makers, who recommend drought response actions.</p> <p>Includes information management related to these items.</p>	1	Currently Provided	\$112,600	Provincial – 22% Municipal Levy – 76%
Natural Hazards Technical Studies, Policy Review	<p>Studies and projects to inform natural hazards management programs including: flood plain studies, watershed hydrology, regulations areas mapping update, flood forecasting system assessment, flood plain policy, and shoreline management. An individual project often lasts one to three years and are distributed over time as human resources and funding is available.</p> <p><i>*Current projects include Durham Watershed Planning and Floodplain Mapping studies, funded through special benefitting projects with Durham Region, City of Kawartha Lakes and Haliburton County. Costs vary annually.</i></p>	1	Special Benefitting Projects with municipality	\$278,700	Municipal Levy – 84% Other Revenue – 16%
Natural Hazards Communications, Outreach and Education	<p>Promoting public awareness of natural hazards including flooding, drought, and erosion. Public events, materials. Social media services. Media relations. Educate elementary school students and the public about the danger of floodwaters.</p>	1	CA Act	\$6,600	Municipal Levy – 100%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
<i>Study of the potential effects of climate change on natural hazards and impact assessment/planning policies related to natural hazard management. (NEW)</i>	<p>As per Mandatory Programs and Services Regulation Section 1(3)1. Iv. Collection and management of climate science data in order to identify potential effects of climate change on flooding and erosion.</p> <p>Identification of vulnerability or risk, and the development of mitigation and adaptation policies and plans.</p> <p><i>This is a new program area (2021). Some initial work has been underway to understand the geographical distribution of precipitation lake temperature and air temperature through the Senior citizen's climate change project.</i></p>	1	New program area	\$29,000	Other Revenue –100%
Flood and Erosion Control Infrastructure	<p>Water and erosion control infrastructure and low flow augmentation.</p> <p><i>We do not own or operate any structures.</i></p>	1	N/A	N/A	N/A
Ice Management Services	<p>The development and updating of ice management plans. Identified in the CA Act (as advisable).</p> <p><i>This is not a management plan that we anticipate will be required.</i></p>	1	N/A	N/A	N/A
Water Quality & Quantity and Environmental Monitoring					
Provincial Water Quality & Quantity Monitoring Program Description: In partnership with Ministry of Environment, Climate Change and Parks (MECP), long term sites to monitor surface and ground water conditions have been established. <i>see 21.1 (1) 2 of the Conservation Authorities Act; Section 12(2) and 12(3) of the Mandatory Programs and Services Regulation O.R. 686/21</i>					
Provincial Water Quality Monitoring Network (PWQMN)	A long-standing (30+ year) CA/MECP partnership for stream water quality monitoring at nine sites. CA takes water samples and MECP does lab analysis and data management.	1	Currently Provided	\$28,900	Municipal Levy – 100%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
Provincial Groundwater Monitoring Network (PGMN)	A long-standing CA/MECP partnership for groundwater level and quality monitoring at 16 stations. Costs include equipment, data collection, analysis, data management and reporting. MECP funded network installation and continues to fund equipment replacements. Data collected supports flood forecast and warning, low water response, and water quality monitoring.	1	Currently Provided	\$48,200	Municipal Levy – 100%
Local Environmental Monitoring Program Description: In partnership with community organizations, municipalities, and federal and provincial agencies, sites are established to monitor environmental parameters and advance environmental monitoring and assessment initiatives.					
Surface Water Quality Monitoring and Reporting	<p>Surface water quality monitoring is conducted at sites in addition to PWQMN; water quality monitoring at 17 sites (Kawartha Water Watch), benthic monitoring at 15 sites and temperature monitoring focused on cold water streams at 30 sites across the watershed. Costs include sampling, analysis, and reporting.</p> <p>Conservation Authorities report on local watershed conditions every five years. Measuring increases understanding of the watershed, focuses efforts and tracks progress.</p>	3	<p>Currently Provided</p> <p>Will seek apportioning agreement</p>	\$54,700	Municipal Levy – 100%
Local Groundwater Monitoring	Local shallow groundwater monitoring is conducted at 4 sites for the purpose of understanding local groundwater in response to weather conditions.	3	<p>Currently Provided</p> <p>Will seek apportioning agreement</p>	\$18,900	Municipal Levy – 100%
Local Environmental Monitoring activities	Monitoring strategy, other environmental studies and overarching management of information and data.	3	<p>Currently Provided</p> <p>Will seek apportioning agreement</p>	\$44,840	Municipal Levy – 100%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
Lake Management Plan Implementation Monitoring	<p>Ongoing monitoring activities as part of the Lake Management plans and implementation of those plans. Includes implementation of activities across City of Kawartha Lakes and Durham Region. Activities include water quality sampling, water level monitoring, aquatic vegetation monitoring, nearshore monitoring and sediment and erosion control measures.</p> <p><i>Note: Programs include monitoring aspects of the Lake Management Implementation Action Plan for the City of Kawartha Lakes approved in June 2018. Durham Region program includes the monitoring aspects of watershed plan implementation handled through the annual budgeting process, and the Lake Scugog Enhancement project MOU signed 2018.</i></p>	2	Special Benefitting Projects with municipality	\$188,900	Municipal Levy – 80% Other Revenue – 20%
Drinking Water Source Protection					
<p>Drinking Water Source Protection</p> <p>Program Description: The protection of municipal drinking water supplies in the Kawartha-Haliburton region through the development and implementation of the Source Protection Plans.</p> <p>see 21.1 (1) 1 iii of the <i>Conservation Authorities Act</i>; Section 13 of the Mandatory Programs and Services Regulation O.R. 686/21</p>					
Drinking Water Source Protection Program (KHSPA)	<p>Source Protection Area/Region, technical support, Source Protections Committee support, Source Protection Authority reports and meetings. Activities required by the Clean Water Act and regulations.</p> <p><i>Program operates under recurring MOU with the Province and Source Protection Lead; funds received from the Source Protection Lead, which are provincial funds.</i></p>	1	Currently Provided	\$48,700	Provincial – 100%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
Risk Management Official	<p>Carrying out Part IV duties of the Clean Water Act on behalf of municipalities through service agreements. Category 2: City of Kawartha Lakes municipal agreements.</p> <p><i>RMO services provided to the City of Kawartha Lakes through an MOU 2014.</i></p>	2	Currently Provided under MOU	\$59,300	Municipal Levy – 100%
Core Watershed-based Resource Management Strategy					
<p>Core Watershed-based Resource Management Strategy</p> <p>Program Description: The purpose of a watershed plan is to understand the current conditions of the watershed, and identify measures to protect, enhance, and restore the health of the watershed. Watershed strategies provide a management framework to provide recommendations which consists of goals, objectives, indicators, and management recommendations. This addresses existing issues in the watershed and mitigate impacts from potential future land uses, while recommending appropriate actions to protect, enhance, and restore the watershed.</p> <p><i>see 21.1 (1) 2 of the Conservation Authorities Act; Section 12(4)-(9) of the Mandatory Programs and Services Regulation O.R. 686/21</i></p>					
Strategy Development (related to natural hazards) (NEW)	<p>Collate/compile existing resource management plans, watershed plans, studies, and data. Strategy development, implementation, and annual reporting.</p> <p>This project will build on the 1983 Watershed Management Strategy, and subsequent subwatershed plans including riverine and lake management plans and program specific strategies as applicable.</p> <p><i>NOTE: Strategy to be completed on or before December 31, 2024 per requirements in 12(4)-(9) of the Mandatory Programs and Services Regulation</i></p>	1	New program area	TBD	Funding source likely 100% from Municipal Levy.

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
Watershed Studies and Strategies Program Description: Watershed strategies provide a management framework to provide recommendations which consists of goals, objectives, indicators, and recommendations. This addresses existing issues in the watershed and mitigate impacts from potential future land uses, while recommending appropriate actions to protect, enhance, and restore the watershed.					
Subwatershed Initiatives not related to natural hazards (Lake Management Plans and Subwatershed Studies)	<p>We undertake riverine and lake-based management plans across the watershed on a rotating basis as needs are identified and the funding and resources allow. Activities include: community engagement and objective setting, supporting protection, enhancement and restoration activities, and monitoring and evaluating actions.</p> <p><i>The Lake Dalrymple Management Plan is currently in development (4-year plan), cost estimate based on year 1 actual expenditure which will be higher in future years.</i></p>	2	Special Benefitting Projects with municipality	\$45,000	Municipal Levy – 100%
Climate Change Implementation	<p>Involvement in climate change implementation not directed at natural hazards specifically and tied into municipal initiatives to assess and address climate vulnerability.</p> <p><i>Specific implementation measures will be tied to service level agreements and MOUs as appropriate. This is a developing program.</i></p>	3	Currently Provided	\$7,200	Municipal Levy – 100%
Ecological Land Classification (Land Use Mapping)	<p>We undertake mapping activities to verify our ELC information when new orthophotography is available. Aerial photo interpretation occurs on land use and ecological features, used in long-range planning.</p> <p><i>Municipal apportionment for this program is identified during the budgeting process or accelerated through Special Benefitting Projects.</i></p>	3	Currently Provided Will seek apportioning agreement	\$9,200	Municipal Levy – 100%
Natural Heritage Systems Implementation	<p>Incorporation of natural heritage information particularly around wetlands to develop planning and regulatory strategies to mitigate downstream natural hazards.</p>	3	N/A	N/A	N/A

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
	<i>We do not have a structured program for this service area.</i>				
Conservation Lands and Conservation Areas					
Conservation Authority Lands and Conservation Areas Program Description: We own 809 hectares of land which includes forests, wetlands, and farmland, and manage an additional 405 hectares on behalf of the Ontario Heritage Trust. This property is essential to watershed management, environmental protection, provides community spaces and areas for passive recreation. <i>see 21.1 (1) 1 ii of the Conservation Authorities Act; Sections 9-10 of the Mandatory Programs and Services Regulation O.R. 686/21</i>					
Section 29 Minister's regulation for Conservation Areas (O. Reg. 688/21)	Conservation areas regulations enforcement and compliance.	1	Currently Provided	\$39,700	Municipal Levy – 72% Self Generated – 28%
Conservation Easement Agreements	Annual monitoring, reporting, and enforcement of conservation easement agreements.	1	Currently Provided	3,600	Municipal Levy – 72%, Self Generated – 28%
Conservation Areas	Management and maintenance of five conservation areas. Includes passive recreation, risk management program, hazard tree management, gates, fencing, signage, brochures, communications, and general maintenance of boardwalks, viewing platforms, trails pedestrian bridges, parking lots, pavilions, roadways; stewardship, restoration, ecological monitoring, carrying costs such as taxes and insurance.	1	Currently Provided	\$308,400	Municipal Levy – 72%, Self Generated – 28%
Conservation Area Infrastructure Development	Major capital improvements to support public access, safety, and environmental protection such as pedestrian bridges, boardwalks, trails. Other infrastructure improvements on CA lands that will enhance user experience such as camping, education center, washrooms, etc. <i>Recent projects include the viewing platform, accessible</i>	3	Currently Provided Will seek apportioning agreement as needed	\$25,900	Municipal Levy – 50%, Other Revenue – 50%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
	<i>trails and trail improvements, accessible washrooms, and a pedestrian bridge replacement. Projects are completed based on funding opportunities. Levy apportionments are brought to the board for approval when a project is identified.</i>				
Land acquisition	<p>Strategic acquisition of environmentally or locally significant properties.</p> <p><i>Recent projects include the securement of a 5-acre parcel. In Durham Region, 40% of securement costs are eligible for municipal funding, with the other 60% being raised through private donations. Each opportunity is brought to the board for consideration with funding mechanisms and potential levy impacts identified on a case-by-case basis.</i></p>	3	<p>Currently Provided</p> <p>Will seek agreement as needed</p>	\$10,400	Municipal Levy – 40%, Other Revenue – 60 %
Ontario Heritage Trust properties	<p>Management and maintenance of Ontario Heritage Trusts owned lands.</p> <p>Includes passive recreation, risk management program, hazard tree management, forest management, signage, trails, parking lots, roadways, stewardship, restoration, ecological monitoring, carrying costs such as insurance.</p> <p><i>This program includes the management of Fleetwood Creek Natural Area and is fully funded under agreement with the Ontario Heritage Trust.</i></p>	3	Currently Provided	\$8,600	Other Revenue – 100%
Inventory of Conservation Authority lands (NEW)	<p>The land inventory will include the following information: location as well as date, method, and purpose of acquisition, land use. One time project with updates as properties are acquired or disposed of.</p> <p><i>NOTE: Inventory to be completed on or before December 31, 2024, per requirements in Section 11 of the Mandatory Programs and Services Regulation</i></p>	1	New Program Area (2023)	\$10,400	Municipal Levy – 100%,

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
Strategy for CA owned or controlled lands and management plans (NEW)	<p>A strategy to guide the management and use of CA-owned or controlled properties including: guiding principles, objectives, land use, natural heritage, classifications of lands, mapping, identification of programs and services on the lands, public consultation, publish on website. One-year project. This is an update to previous conservation area management plans.</p> <p><i>NOTE: Strategy to be completed on or before December 31, 2024, per requirements in Section 10 of the Mandatory Programs and Services Regulation</i></p>	1	New Program Area (2023)	\$20,700	Municipal Levy – 100%
Land Acquisition and Disposition Strategy (NEW)	A policy to guide the acquisition and disposition of land in order to fulfill the objects of the authority. One-year project that updates the 2011 Interim Land Securement Policy.	1	New Program Area (2022)	\$2,200	Municipal Levy – 100%
Conservation Lands Operations (Resource Development)	Manage land owned by the Authority for resource development purposes (i.e., commercial forestry, aggregate extraction, agriculture, etc.).	3	N/A	N/A	N/A
Watershed Stewardship and Restoration					
Watershed Stewardship and Restoration (Urban, rural & agricultural)					
<p>Program Description: The stewardship and restoration program has three key components: one-on-one technical assistant to watershed landowners, connecting landowners with cost-share funding, and the reforestation program. Projects reduce the risk to life and property from natural hazards, protect water quality and quantity, improve forest conditions, increase biodiversity, and make the watersheds more resilient to climate change.</p>					
Lake Management Plan Implementation – Stewardship	<p>Public and Private Land Stewardship in urban, rural, and agricultural communities.</p> <p>Work with property owners to implement best management practices to mitigate flood and erosion hazards, improve and protect water quality, restore flood plains and river valleys, reduce nutrient contamination, restore and enhance wetlands to reduce flooding peaks</p>	2	Special Benefitting Projects with municipality	\$384,400	Municipal Levy – 68% Other Revenue – 32%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
	<p>and augment low flow, manage terrestrial non-native invasive species, protect groundwater, and improve species at risk habitat.</p> <p>Apply for and manage external funding, promote private land stewardship, outreach, provide technical advice and design assistance.</p> <p><i>Programs include stewardship aspects of the Lake Management Implementation Action Plan for the City of Kawartha Lakes approved in June 2018. Durham Region program includes the stewardship aspects of watershed plan implementation. These projects are handled through the annual budgeting process.</i></p>				
Tree Planting and Forestry Services	<p>Forestry services including planting plan development, site preparation, tree and shrub planting, and survival assessments. Private woodlot stewardship, technical assistance, link to funding programs to maintain form and function of watershed forest cover.</p> <p><i>This program is provided in the City of Kawartha Lakes as part of the Lake Management Implementation Action Plan June 2018. It is offered in the Region of Durham through the Durham Trees MOU April 2021. Cost estimate is reflective of one year of active programming scope.</i></p>	2	Special Benefitting Projects with municipality or MOU	\$111,500	Municipal Levy –59% Self Generated and Other Revenue – 41%
Conservation Education and Community Outreach (Education and Outreach – School Programs, Family & Community Programs)					
Conservation Education and Community Outreach Program Description: Education and outreach programs increase knowledge and awareness in children and adults about local environmental issues, watersheds and ecosystems and conservation actions they can implement.					
School programs	Curriculum-based education programs for elementary and secondary students. These programs focus on local watersheds, ecosystems, and environmental issues.	3	Currently Provided	\$2,600	Self Generated and Other Revenue– 100%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
	<p>Programs take place at schools (indoors and outdoors), field trips to conservation areas and community parks and through online learning</p> <p><i>Current programs have been paused during covid but typically include school field trips and in class programs. This program is provided to local schools on a cost recovery basis through user fees.</i></p>				
Youth Summer Camp	<p>Day camp programs designed for children under the age of 15. These programs focus on environmental themes including species identification, watershed and ecosystem health, and species at risk.</p> <p><i>Current programs have paused during covid but typically include summer day camps for July and August. This program is provided on a cost recovery basis through user fees.</i></p>	3	Currently Provided	\$16,200	Self Generated and Other Revenue– 100%
Community programs and events	<p>Education and outreach programs and community events to assist in achieving the objectives of the conservation authority. These programs are open to people of all ages. <i>Current programs include Forest Therapy, Kawartha Quest, and assorted community hikes. This program is provided on a cost recovery basis through user fees and grants.</i></p>	3	Currently Provided Will seek agreement as needed	\$14,400	Self Generated and Other Revenue– 100%
Innovation Hub	<p>Provision of education and training for professionals across a range of topics.</p> <p>Recent courses include River Ice Engineering, Project Management, Environmental Impact Assessment and Ontario Building Code, Part 8 Septic Systems Exam Preparation.</p> <p><i>This program is provided on a cost recovery basis through user fees.</i></p>	3	Currently Provided	\$3,000	Self Generated – 100%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
Enabling Program Services					
Enabling Program Services Program Description: Key assistance provided to all departments of the conservation authority, board of directors, member municipalities and the public to enable the organization to operate in an accountable, transparent, efficient, and effective manner. Program costs that are required to run the organization.					
Corporate Services	<p>Administrative, human resources, operating and capital costs which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of a conservation authority.</p> <p>Includes health and safety program support, overseeing programs and policies and implementation of business improvements.</p>	1	Currently Provided	\$345,600	Municipal Levy – 96% Self Generated – 4%
Financial Services	Annual budget, accounts payable and receivable, payroll, financial analysis, financial audit, administration of reserves and investments, financial reports for funding agencies, preparing and submitting reports to CRA, benefits program administration.	1	Currently Provided	\$172,800	Municipal Levy – 96% Self Generated – 4%
Corporate Legal Expenses	Costs related to agreements/contracts, administrative by-law updates, human resource matters including policy review.	1	Currently Provided	\$200	Municipal Levy – 96% Self Generated – 4%
Governance	Supporting CA Boards, Advisory Committees, Office of CAO, and Senior Management.	1	Currently Provided	\$172,800	Municipal Levy – 96% Self Generated – 4%
Communications	<p>Ensure organization transparency and accountability to our Board of Directors, municipal partners, staff, and the watershed community, while representing our organization in a strong, positive manner that is consistent with our vision, mission, and focus.</p> <p>Inform and promote to the community our programs and projects through media, open houses, public meetings, website administration, responding to inquiries from the</p>	1	Currently Provided	\$91,100	Municipal Levy – 96% Self Generated – 4%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
	public, crisis communications.				
Administration Buildings	Office buildings and workshop used to support staff, programs, and services. Includes utilities, routine and major maintenance, property taxes. While most upgrades have been implemented for accessibility, a comprehensive review of requirements may require additional investment in infrastructure.	1	Currently Provided	\$125,600	Municipal Levy – 100%
Information Technology and Records Management	Data management, records retention, records scanning and integration into IMS system and server and GIS support. Development and use of systems to collect and store data including cost of software and server upgrades. Cost of outside server to maintain and provide security services.	1	Currently Provided	\$57,000	Municipal Levy – 100%
Vehicle and Equipment	A fleet of vehicles and equipment to support the work of the organization, including capital purchases, fuel, licenses, repairs, and maintenance. Programs and projects are charged for the use of the vehicles and equipment.	1	Currently Provided	\$120,000	Municipal Levy – 100%
Asset Management (NEW)	Asset management planning, tracking and risk management of facilities & property management. <i>An asset management plan is proposed to be initiated in 2022</i>	1	New Program Area	\$50,000	Municipal Levy – 36% Other Revenue – 64%
Corporate Records	In conjunction with the Information Management System, the digitization of hard copy files to contribute to faster processing of planning applications and other corporate information. Benefits of shifting to digitized documents will allow for easy storage, retrieval, updating and improved access and transport of information.	1	General Benefitting Project	\$15,400	Municipal Levy – 100%

Program/Service and Subservices	Description	Category (1,2,3)	Program Service Area Provisions	Estimated Average Annual Costs	Source of Funding
	<i>A general benefitting project is serving to further this initiative</i>				

Notes:

- Estimated annual average costs consider monetary contributions only; other in-kind contributions of time are not accounted for in this analysis, although they may contribute significantly to the outcomes and success of programming.
- Special project costs may vary from year to year depending on grants applied for and received and municipal levy support.
- Estimated average annual costs are based on a running four-year average as 2020 was an atypical year impacting organizational operations throughout.
- Moving forward, 2022 budget information represents a reasonable representation of program costs aside from new program areas.
- Implementation of *Bill 23, More Homes Built Faster Act, 2022* will introduce variances in the inventory affecting services and average annual costs in certain categories

Revisions:

Version 1 – Approved Feb 24th, 2022 by Board of Directors

Version 2 – Feb 23, 2023

Inventory updated to reflect Bill 23 amendments to the Conservation Authorities Act. Specifically adjustments to the category “Plan Review Not Related to Natural Hazards” (\$26,900) were made such that average annual costs for providing this service are directed to the category Section 28.1 Permit Administration and Compliance and Communications (\$18,800 added to service area cost \$343,800 for a total of \$362,600) and to the category Municipal Plan Input and Review (Natural Hazards) (\$8,100 added to the service area cost \$166,600 for a total of \$174,700).



Agenda Item #8.2

BOD Meeting #2/23

March 23, 2023

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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, CAO
Jonathan Lucas, Acting Director, Corporate Services

Re: Board of Directors Remuneration

KEY ISSUE:

To provide a comparative analysis on remuneration that is offered to members at Conservation Authorities.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the staff report on Board of Directors Remuneration be received.

BACKGROUND

At the Annual General Meeting, the Board directed staff to provide a survey and analysis of per diem remuneration offered at other Conservation Authorities. We have collected survey information on the 2022 per diem remuneration rates at 25 Conservation Authorities (CAs) to provide further information as a market comparison.

Of the 25 CAs, 22 provide their Board Members with remuneration for attending meetings. Additionally, we have collected the total budget figures for each of the CAs to complete a comparison for similar financially positioned organizations.

Grouping CAs by their total budget amount, we have determined an average per diem for each similarly sized CA. There is a general trend that can be noted as total organizational budgets increase, so does the per diem.

The average per diem paid for comparable CAs to Kawartha Conservation is \$67.52. With a range from \$55-95.88. The median remuneration is \$75, which may be considered as a better metric than averages. Historically, a per diem rate of \$60 was provided to Kawartha Conservation Board members.

Figure 1 provides a per diem comparison by conservation authorities grouped with similar total budget expenditures.



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Figure 1

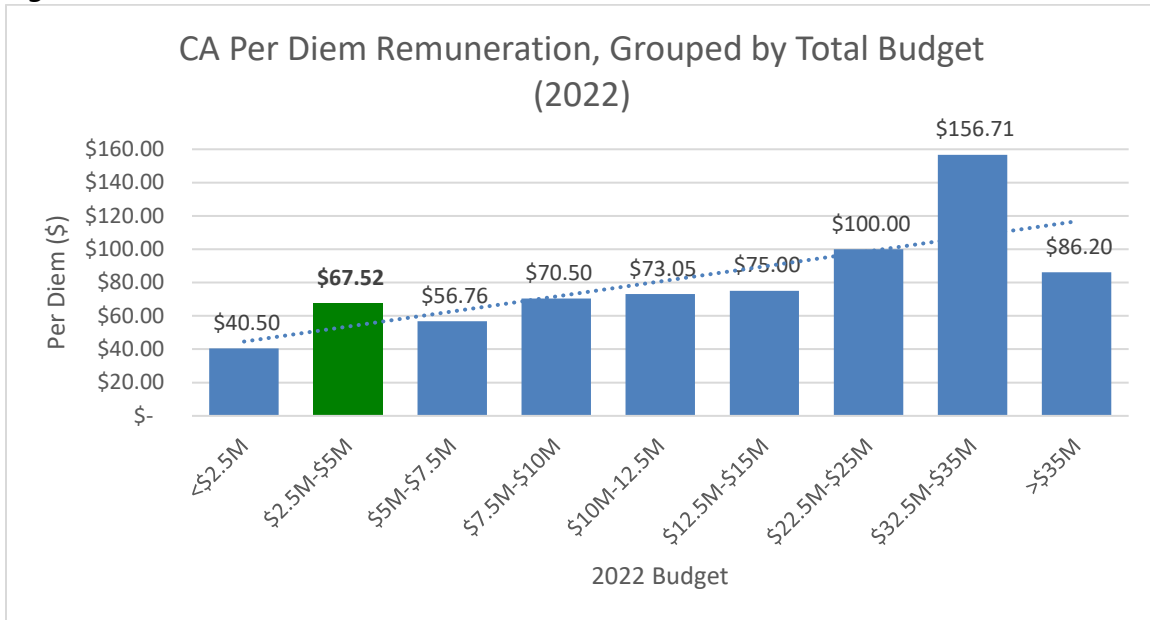


Figure 2 provides a detailed breakdown of the Figure 1 graph.

Figure 2

CA Per Diem Rate, by Total Budget		Per Diem (\$)
<\$2.5M		\$ 40.50
Catfish Creek Conservation Authority		\$ 50.00
Conservation Sudbury		\$ 72.00
Crowe Valley Conservation		\$ -
Sault Ste. Marie Region Conservation Authority		\$ 40.00
\$2.5M-\$5M		\$ 67.52
Ausable Bayfield Conservation Authority		\$ 95.88
Ganaraska Conservation		\$ 55.00
Grey Sauble Conservation Authority		\$ 76.00
Kawartha Conservation		\$ -
Kettle Creek Conservation Authority		\$ 86.09
Mississippi Valley Conservation Authority		\$ 73.12
Otonabee Conservation		\$ 65.00
Raisin Region Conservation Authority		\$ 81.60
Saugeen Conservation Authority		\$ 75.00

For more information, please contact Jonathan Lucas at extension 233.



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<input type="checkbox"/> \$5M-\$7.5M	\$ 56.76
Cataraqui Conservation	\$ -
Long Point Region Conservation Authority	\$ 100.00
Nottawasaga Valley Conservation Authority	\$ 82.03
Quinte Conservation	\$ 45.00
<input type="checkbox"/> \$7.5M-\$10M	\$ 70.50
Central Lake Ontario Conservation Authority	\$ 50.00
South Nation Conservation Authority	\$ 91.00
<input type="checkbox"/> \$10M-12.5M	\$ 73.05
Niagara Peninsula Conservation Authority	\$ 76.10
Redeau Valley Conservation Authority	\$ 70.00
<input type="checkbox"/> \$12.5M-\$15M	\$ 75.00
Hamilton Conservation Authority	\$ 75.00
<input type="checkbox"/> \$22.5M-\$25M	\$ 100.00
Lake Simcoe Region Conservation Authority	\$ 100.00
<input type="checkbox"/> \$32.5M-\$35M	\$ 156.71
Grand River Conservation Authority	\$ 156.71
<input type="checkbox"/> >\$35M	\$ 86.20
Toronto and Region Conservation Authority	\$ 86.20

FINANCIAL CONSIDERATIONS

Under the estimate that there would be only 10 events for remuneration annually. As indicated in municipal by-laws for member compensation, seven members are eligible for per diem remuneration. We have provided an estimated direct cost impact on the operating budget. This doesn't include for staff resources for administration, filing T4/T4A's or any additional work that may be required under Section 282 (1) of the Municipal Act.

Per Diem Annual Cost Impact	Per Diem Rates				
	\$ 55	\$ 60	\$ 65	\$ 70	\$ 75
10 Meetings, 7 Eligible Members	3,850	4,200	4,550	4,900	5,250

Where municipal by-laws indicate that a Councillor's remuneration is covered by the municipality in entirety, best practices require that the per diem is not accepted. This is similar to practices in place from neighbouring Conservation Authorities.

If consideration of reinstatement of per diems is implemented, staff recommend that funding for this would be offset by our reserves in 2023 and not municipal levy, to ensure our goals and objectives are met in 2023 in alignment with our strategic plan and to meet municipal budget guidelines.

For more information, please contact Jonathan Lucas at extension 233.



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CONCLUSION

The Board of Directors can utilize this information and analysis to provide staff with a direction on Board member remuneration rates for adoption and integration into the 2023 budget, as decided upon.



Agenda Item #8.3

BOD Meeting #2/23

March 23, 2023

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To: The Chair and Members of
Kawartha Conservation Board of Directors

From: Mark Majchrowski, CAO
Jonathan Lucas, Acting Director, Corporate Services

Re: 2023 Draft Budget

KEY ISSUE:

To review the 2023 Draft Budget and provide direction.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the Draft 2023 budget proceed and that the final draft be presented for approval to circulate to the member municipalities at the April 27, 2023 Board of Directors meeting.

BACKGROUND

Further to guidance provided at the Board meeting of February 23, 2023, we have developed the Draft 2023 Budget using an Operating levy increase of 3.75%, a total of \$62,000.

We attach the 2023 draft detailed budget inclusive of our Programs and Deliverables for the year.

A summary of key assumptions and guidelines is provided below.

Governance and Legislation

It is our objective to prepare a budget that meets the demands of our core business, our Strategic Plan, the economic outlook, the budget guidelines set by our municipal partners and respect the anticipated direction and outcomes of the legislation by the Province of Ontario, Bill 108, and proposed regulations.

Bill 23, More Homes Built Faster Act, 2022 – This bill was first read at the Legislative Assembly of Ontario October 25th and received Royal Assent on November 28th, 2022. Budgetary considerations include:

- Natural Heritage and Water-Related Comments – Removal of choice for municipalities to enter into cost effective and practical arrangements with conservation authorities. Sections 21.1.1 and 21.1.2 of the Act were revised

For more information, please contact Jonathan Lucas at extension 233.



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January 1, 2023. We do not anticipate a financial impact related to this, as this was a value-added service provided as part of the planning process for our municipal partners and we continue to seek full cost-recovery on our commenting services.

- **Regulated Area Setbacks** – We currently regulate within a 120m buffer zone of wetlands. Bill 23 will reduce this setback to 30m by the introduction of associated regulations which have not occurred at this time. We are evaluating how many permits are traditionally issued in the differing buffer areas of a wetland to determine if there will be a financial impact as a result of the narrowing regulatory scope.
- **Regulatory Exemptions and Regulatory Scope Changes** – Bill 23 proposes exemptions for applications having received planning act approvals, in addition to other regulatory scope changes. There has not been an associated regulation update for this yet. Permitting applications for items under the plan review process may result in reduced permitting revenues. The extent is likely limited to certain development applications where the rigour of the planning framework will provide the necessary information from a permitting perspective.
- **Watercourse Definition** – It is proposed by the Province that the definition of a watercourse be changed, through associated regulatory changes which have not been released. We anticipate that the change in definition will require an increased number of field visits to verify a watercourse exists meeting the criteria defined.

General and Special Projects

The Municipality of Trent Lakes was successful in obtaining a grant for two flood plain mapping projects that will occur between January 1st, 2023, and March 31st, 2024, in which Kawartha Conservation will lead the project under Special Benefitting Levy, solely funded by the Municipality.

There are no further notable considerations that have impacted these projects.

Inflation

Inflation continues to pose challenges on a number of levels. We have seen a modest decline in the rate of inflation however, the current trend is far ahead of the Bank of Canada's target of 2%. The 2022 inflation rate averaged at 6.8%.

Starting in March 2022, the Bank of Canada (BoC) has increased interest rates from 0.25% to 4.5% through several hikes. These actions take time for measurable differences

For more information, please contact Jonathan Lucas at extension 233.



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to be experienced as there is a lag effect. Current BoC guidelines are that by mid-2023 we may see inflation reach 3%, however, this path is very uncertain.

Municipal Guidelines

An updated summary by municipality and their current budget approval status is provided below:

MUNICIPALITY	CORRESPONDENCE
City of Kawartha Lakes	<p>On July 29, 2022, we received correspondence that the maximum total budget target increase should be 3% from the previous year.</p> <p>We are in accordance with this guideline between our operating, general and special projects levy total.</p> <p>The City of Kawartha Lakes council has approved their budget, inclusive of our request for 2023.</p>
Region of Durham	<p>On December 23, 2022, we supplied the Region of Durham with our 2023 Draft Budget Figures for their budget process.</p> <p>On February 1st, the <i>Region of Durham circulated 2023 Regional Business Plans and Property Tax Supported Budget Guideline</i>. This included a guideline for Conservation Authorities of 2.5 per cent, plus or minus any current value assessment adjustments, and the 2023 Special Benefitting Programs Budget for each Conservation Authority not exceed an increase of 1.5 per cent, plus or minus any current value assessment adjustments, compared to the 2022 approved budget.</p> <ul style="list-style-type: none"> • Operating Levy - We are slightly above this with our draft budget and guidelines. On a dollar value perspective, this is approximately \$7,452 for the Region additional compared to a 2.5% guideline. After discussions and consideration of our new Environmental Monitoring Strategy, the Region has received our 3.75% for inclusion into their budget process. • Special Benefitting Projects – Our special projects budget to meet the 1.5% guideline for the Region of Durham.

For more information, please contact Jonathan Lucas at extension 233.



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	The following projects are considered Special One-Time Funding for the Region including Digitization, Watershed Planning, and the 10-Year Environmental Monitoring Strategy that are reviewed outside of these guidelines.
Township of Cavan-Monaghan	On January 20, our draft 2023 budget figures were supplied for inclusion in their budget process. Council has approved the 2023 budget, inclusive of our request for 2023.
Municipality of Trent Lakes	Generally, this municipality does not issue guidelines. On January 18, our draft 2023 budget figures were supplied for inclusion in their budget process.

Budget Guidelines

The preliminary draft 2023 budget will be developed using the following assumptions:

- The municipal operating levy is increased by 3.75%, plus or minus any current value assessment adjustments impacting apportionment percentages that can alter each municipalities share.
- Labour shortages will continue into 2023 placing pressure on hiring and recruitment costs.
- Total FTE (Full-time equivalent) staff will remain steady.
- The budget will be inclusive of recent OMERS pension plan changes to include mandatory offerings to contract and seasonal employees.
- Inflation will likely hit new highs in the near term, as food prices and energy costs drive headline figures. While a gradual moderation is expected over the course of this year, inflation is likely to remain above 2% through 2023 (*TD Economics, Scotiabank Economics*).
- Operating programs are designed with a focus on mandated programs.
- The funding from MECP transfer payments will remain at \$24,600.
- MOU's will be completed for the 2023 budget year with implementation in 2024.
- Planning and Permitting revenues will remain consistent with 2022 activity levels.
- Employment programs and grant opportunities will be accessible exceeding the availability in 2022.
- General and special benefiting projects will incorporate deferred revenues accordingly to offset levy increases and attain deliverables.
- There are capital expenditures anticipated in 2023 for fleet updates, equipment, and conservation improvements. A schedule will be proposed for these items that will be funded primarily by our Capital Asset Acquisition reserve and levy.

For more information, please contact Jonathan Lucas at extension 233.



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- Salary adjustments for cost of living and review of merit increases.
- Implementation of the MOUs and revised reporting of financials and budgets in accordance with legislation.
- Implementation of the Board Endorsed 10-Year Environmental Monitoring Strategy.
- A comprehensive review of compensation package including benefit programs will be conducted in 2023.
- Inflationary adjustments for goods and services.
 - Auditing Services – As noted in the Administrative Resolutions, our previous auditors have resigned resulting in procuring a new firm. These costs will be reflected in the budget.
 - Insurance – These costs are continuing to rise due to increased replacement costs for insured assets, insurance risk assessments and modifications to coverage to ensure adequate protection for the organization. These costs will be reflected in the budget.
 - Janitorial Services – Our contract for our cleaning services had expired. In 2022, we held a competitive bidding process and awarded a new contract to the successful proponent and were able to secure fixed rates for three-years. These costs will be reflected in the budget.

Budget Timetable

We propose the following schedule for the Board of Directors budget review and approvals:

DATE	BOARD OF DIRECTORS
July 28, 2022	Board direction for budget 2023 guidelines
<i>2023 – Board of Directors Appointments (New Board of Directors)</i>	
February 23, 2023	Board direction for budget 2023 guidelines
March 23, 2023 (<i>We are here</i>)	1 st review of 2023 Draft Budget
April 20, 2023	2 nd review of 2023 Draft Budget; BOD supports budget for circulation 2023 Budget Circulated to Municipalities (30 days).
May 25, 2023	2023 Budget and Municipal Levy Approved (Voting)

For more information, please contact Jonathan Lucas at extension 233.



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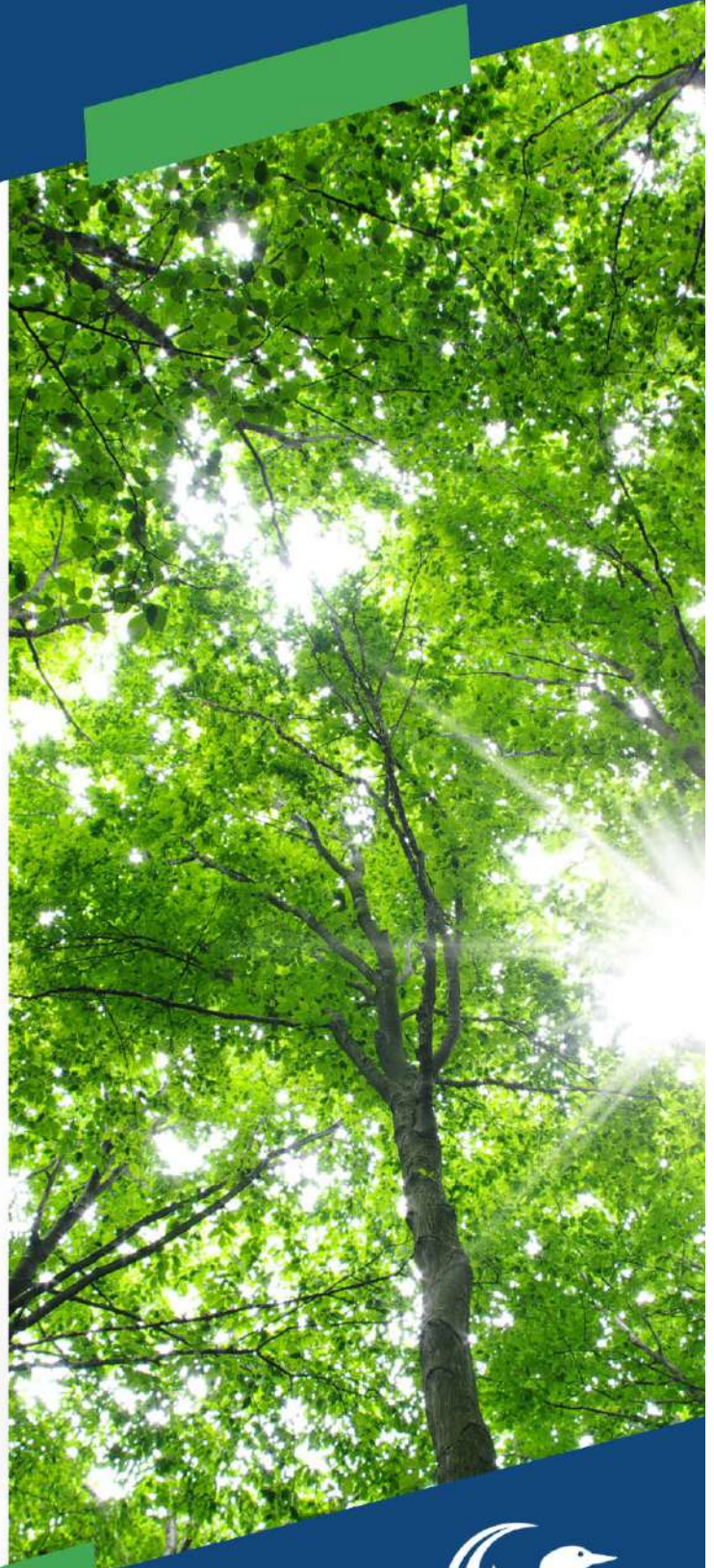
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Conclusion

Staff will bring forward a second draft budget in accordance with any direction provided today to the April 20, 2023, Board Meeting. If the second draft is approved for circulation, we will have the weighted vote May 25, 2023.

2023 Draft Budget

Information for
Member
Municipalities



**KAWARTHA
CONSERVATION**

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Governance

The municipalities within the boundaries of the watershed govern Kawartha Conservation through a Board of Directors comprised of nine representatives. Directors are responsible for making decisions as a collective working for the benefit of the whole watershed. They act as liaisons between their municipalities and Kawartha Conservation.

2023 Board of Directors

CHAIR

Robert Rock
Township of Scugog

We would like to acknowledge that many Indigenous Nations have longstanding relationships, both historic and modern, with the territories upon which we are located.

VICE CHAIR

Pat Warren
City of Kawartha Lakes

Today, this area is home to many indigenous peoples from across Turtle Island. We acknowledge that our watershed forms a part of the treaty and traditional territory of the south-eastern Anishinaabeg.

DIRECTORS

Eric Smeaton
City of Kawartha Lakes

Tracy Richardson
City of Kawartha Lakes

Cira Pettingill
Township of Brock, Region of Durham

Lloyd Rang
Municipality of Clarington, Region of Durham

Harold Wright
Township of Scugog, Region of Durham

Gerry Byrne
Township of Cavan Monaghan

Peter Franzen
Municipality of Trent Lakes

Jeff Forbes
Mississaugas of Scugog Island First Nation

It is on these ancestral and treaty lands that we live and work. To honour this legacy, we commit to being stewards of the natural environment and undertake to have a relationship of respect with our Treaty partners.

Member Municipalities

City of Kawartha Lakes
Region of Durham

- Township of Scugog
- Municipality of Clarington
- Township of Brock

Municipality of Trent Lakes
Township of Cavan Monaghan

KAWARTHA CONSERVATION

2023 Draft Budget

**Board of Directors
March 23, 2023**



2023 Draft Budget

The 2023 Operating and Special Projects Budget is developed and reviewed in detail by our Board of Directors, and it was approved for circulation to our municipal partners for comments.

The 2023 operating expenditure budget is organized into business units and each department is intended to reflect all associated costs. The operating levy is shared by the municipal partners based on an apportionment percentage supplied to us by the Ministry of the Environment, Conservation and Parks.

Durham East Cross Forest Conservation Area is an operating program funded solely by the Region of Durham Special Operating Levy. There is \$2,700 of deferred revenue that will be used in addition to the collected levy for 2023 operating.

The projects budget is organized by General Benefiting Projects and Special Benefiting Projects. The municipal levy for General Benefiting Projects is shared by the municipal partners based on the same apportionment percentage as the operating levy. Special Benefiting Projects are funded by the benefiting municipality/municipalities.

Municipal Levy – Summary

	Proposed 2023 Levy						
	Operating	Special Operating	General Projects	Special Projects	2023 Total Municipal Levy	2022 Approved Municipal Levy	Levy Increase (Decrease)
City of Kawartha Lakes	\$1,017,555	-	\$23,729	\$396,250	\$1,437,534	\$1,395,675	\$41,859
Region of Durham	618,484	104,200	14,423	171,400	908,506	882,385	26,121
Municipality of Trent Lakes	72,682	-	1,695	273,000	347,377	71,655	275,722
Township of Cavan Monaghan	6,604	-	154	-	6,758	6,360	398
Total	\$1,715,325	\$104,200	\$40,000	\$840,650	\$2,700,175	\$2,356,075	\$344,100

Municipal Operating Levy

The Operating Levy is shared by the municipal partners based on apportionment percentages supplied to us by the Ministry of the Environment, Conservation and Parks. The apportionment percentage is based on current value assessment (CVA) information generated by MPAC. Individual municipal increases vary due to changes in the CVA apportionment year over year.

MUNICIPAL OPERATING LEVY	2022 Apportionment	2023 Apportionment	Increase (decrease)	2022 General Operating Levy	2023 General Operating Levy	Increase in General Operating Levy	% Increase
City of Kawartha Lakes	59.5102%	59.3214%	(0.1888)%	\$983,896	\$1,017,555	\$33,659	3.42%
Region of Durham	35.8690	36.0564	0.1874	593,031	618,484	25,453	4.29%
Municipality of Trent Lakes	4.2442	4.2372	(0.0070)	70,170	72,682	2,512	3.58%
Township of Cavan Monaghan	0.3767	0.3850	0.0083	6,228	6,604	376	6.04%
Total	100.00%	100.00%	(0.00)%	\$1,653,325	\$1,715,325	\$62,000	3.75%

Municipal Projects Levy

Projects are developed to implement priorities within our Strategic Plan and in response to municipal concerns. The projects address strategic plan directions and issues identified by our board of directors, municipal leaders, senior municipal staff, and community stakeholders. We use municipal funds to leverage grant opportunities whenever possible.

General Benefiting Projects

General Benefiting projects have a watershed wide benefit and the levy is shared by the municipal partners on the same apportionment percentage as the operating levy. Projects include Drinking Water Source Protection (fully funded), 10-year Environmental Monitoring Strategy Implementation (Year 1 of 10) and digitization of corporate records.

Summary of General Benefiting Projects:	2022 Approved General Benefiting Levy	2023 Proposed General Benefiting Levy
City of Kawartha Lakes	\$20,829	\$23,729
Region of Durham	12,554	14,423
Municipality of Trent Lakes	1,485	1,695
Township of Cavan Monaghan	132	154
Total	\$35,000	\$40,000

Special Benefiting Projects

Special Benefiting projects are designed to meet the needs or concerns of a specific municipality, and thus directly benefit the individual municipality. The benefiting municipality funds the projects. Projects continue our work to develop and implement Lake Management Plans and initiate updates to our watershed plans in the Region of Durham and a new project will be completed for Trent Lakes Flood Plain Mapping.

Summary of Special Benefiting Projects:	2022 Approved Special Benefiting Levy	2023 Proposed Special Benefiting Levy
City of Kawartha Lakes	\$390,950	\$396,250
Region of Durham	170,600	171,400
Municipality of Trent Lakes	-	273,000
Township of Cavan Monaghan	-	-
Total	\$561,550	\$840,650

Budget Process

On February 23rd, 2023, the Board of Directors received a staff report on the preliminary budget for 2023 and passed a resolution that the budget is developed with the direction provided. The preliminary budget is scheduled to be approved for circulation to our watershed municipalities for comment on March 23, 2023, or April 27, 2023, if revisions are suggested to be brought forward prior to circulation. The Board of Directors vote on the budget and associated municipal levy is scheduled for April 27, 2023, or May 25th, 2023.

Budget Vote

Eligible Directors of the Board will vote on the budget and levy using a weighted vote based on the Current Value Assessment levy apportionment formula. Non-voting members or agricultural members appointed by the Province are ineligible to vote as identified in the Conservation Authorities Act.

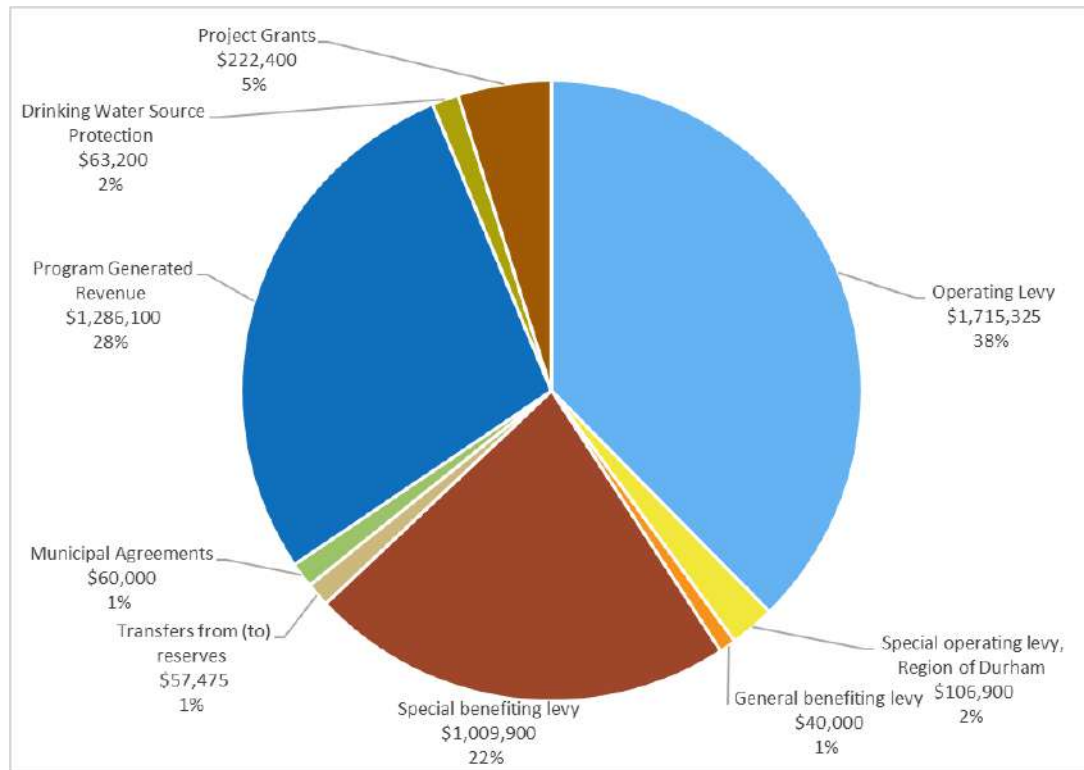
The provincial regulation governing the weighted vote does not permit an individual municipality to have a weighted vote in excess of 50% of the weighting unless that municipality has more than 50% of the members on the Board of Directors. A weighted majority of 51% carries the vote.

The weighted vote is distributed amongst Directors as follows:

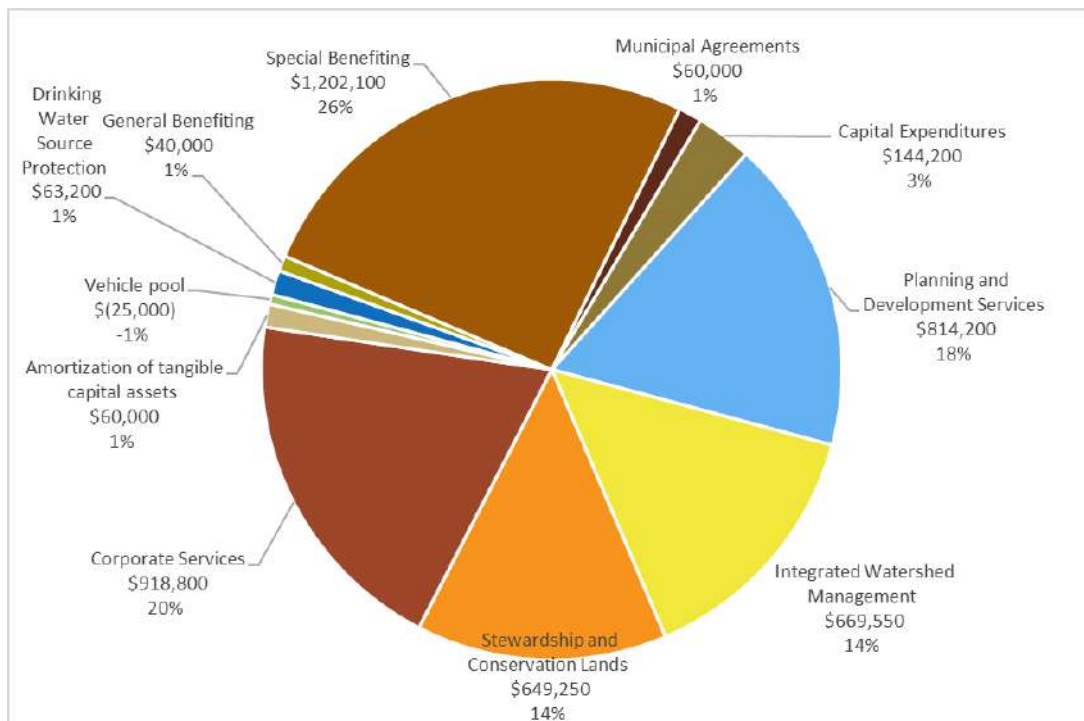
City of Kawartha Lakes	
1st of 3 representatives	16.6667%
2nd of 3 representatives	16.6667%
3rd of 3 representatives	16.6666%
Region of Durham	
1st of 4 representatives	11.0734%
2nd of 4 representatives	11.0734%
3rd of 4 representatives	11.0734%
4th of 4 representatives	11.0734%
Municipality of Trent Lakes	
1 representative	5.2411%
Township of Cavan Monaghan	
1 representative	0.4653%

Sources of Revenue and Expenditures

Revenues



Expenditures



Statement of Revenue and Expenditures

KAWARTHA CONSERVATION
2023 Preliminary Budget

Draft

STATEMENT OF REVENUE AND EXPENDITURES

page 1

	Budget 2022	Budget 2023	Variance to 2022 Budget
REVENUE			
Municipal levy			
Operating	\$ 1,653,325	\$ 1,715,325	\$ 62,000
Special operating, Region of Durham	123,000	106,900	(16,100)
General benefiting projects	35,000	40,000	5,000
Special benefiting projects	699,100	1,009,900	310,800
Transfers from (to) reserves	-	57,475	57,475
	<u>2,510,425</u>	<u>2,929,600</u>	<u>419,175</u>
Municipal Agreements			
CKL, Risk Management Official, Clean Water Act	60,000	60,000	-
	<u>60,000</u>	<u>60,000</u>	<u>-</u>
Program Generated Revenue			
Planning and Development Services	545,800	486,000	(59,800)
Intergrated Watershed Management	50,900	70,400	19,500
Stewardship and Conservation Lands	333,800	224,950	(108,850)
Corporate Services	63,000	86,800	23,800
Special Projects management	330,500	417,950	87,450
	<u>1,324,000</u>	<u>1,286,100</u>	<u>(37,900)</u>
Benefiting Projects			
Drinking Water Source Protection	57,000	63,200	6,200
Grants, Durham special projects	61,700	80,550	18,850
Grants, CKL special projects	105,300	141,850	36,550
	<u>224,000</u>	<u>285,600</u>	<u>61,600</u>
Total Revenue	\$ 4,118,425	\$ 4,561,300	\$ 442,875
EXPENDITURES			
Operations			
Planning and Development Services	\$ 771,200	\$ 814,200	43,000
Integrated Watershed Management	686,400	669,550	(16,850)
Stewardship and Conservation Lands	732,400	649,250	(83,150)
Corporate Services	910,325	918,800	8,475
Amortization of tangible capital assets	60,000	60,000	-
Vehicle pool	(25,000)	(25,000)	-
	<u>3,135,325</u>	<u>3,086,800</u>	<u>(48,525)</u>
Benefiting Projects			
General Benefiting, Drinking Water Source Protection	57,000	63,200	6,200
General Benefiting	35,000	40,000	5,000
Special Benefiting	866,100	1,202,100	336,000
	<u>958,100</u>	<u>1,305,300</u>	<u>347,200</u>
Municipal Agreements			
CKL, Risk Management Official	60,000	60,000	-
	<u>60,000</u>	<u>60,000</u>	<u>-</u>
Operating Expenditures	\$ 4,153,425	\$ 4,452,100	\$ 298,675
Capital Expenditures	-	144,200	144,200
Total Expenditures	\$ 4,153,425	\$ 4,596,300	\$ 442,875
Annual Surplus (Deficit)	\$ (35,000)	\$ (35,000)	\$ -

Operating Departments

Planning and Development Services

Planning

Planning helps to protect properties against the loss of life, property damage and social disruption, and encourages the responsible management of natural hazard related features, while ensuring compliance with provincial legislation at the local level.

Conservation Authorities have been delegated the responsibility of commenting on behalf of the Province of Ontario on planning matters related to natural hazards (Section 3.1 of the Provincial Policy Statement, 2020). In addition, Conservation Authorities provide plan review advice with respect to the health of watersheds including the management of water and natural heritage resources.

Permitting

Permitting through the Conservation Authority ensures public safety and protection of property from damage caused by natural hazards, protects watershed health by preventing pollution and damage to sensitive environmental areas such as wetlands, shorelines, and watercourses, and promotes long term sustainability of the watershed. Kawartha Conservation administers the Section 28 Regulation of the *Conservation Authorities Act*. Ontario Regulation 182/06, the regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses regulates development in relation to river and stream valleys, steep slopes, watercourses, floodplains, and wetlands, plus the respective allowances that are associated with each feature.

Enforcement

Conservation staff are responsible for regular monitoring of development activities impacting on natural regulated features, following up on public and municipal complaints regarding any potential violations and obtaining regulatory compliance through compliance agreements or judicial methods as pertains to Section 28 of the Conservation Authorities Act and associated specific Ontario Regulation 182/06.

KAWARTHA CONSERVATION
2023 Operating Budget

Draft

PLANNING AND DEVELOPMENT SERVICES

page 2

	Audited			
	Actual	Budget	Budget	Variance to
	2021	2022	2023	2022 Budget
Sources of Revenue				
Municipal operating levy	\$ 214,671	\$ 225,400	\$ 328,200	\$ 102,800
Special projects management	43,987	-	-	-
Planning and permitting fees	407,966	367,000	420,000	53,000
Large scale fill permits	18,187	100,000	10,000	(90,000)
Municipal agreement project management, RMO	6,042	6,000	6,000	-
MOU, Haliburton County	42,544	72,800	50,000	(22,800)
	\$ 733,396	\$ 771,200	\$ 814,200	\$ 43,000
PLANNING/PERMITTING				
Expenditures				
Direct labour	\$ 522,608	\$ 599,500	\$ 683,000	\$ 83,500
Overhead	41,611	50,900	62,700	11,800
Legal	-	5,000	5,000	-
Consulting	-	7,000	30,000	23,000
Fill permit compliance costs	2,104	60,000	5,000	(55,000)
IMS Records management	10,000	10,000	10,000	-
Flood plain mapping services	7,074	20,500	1,000	(19,500)
Supplies & equipment	11,821	11,300	11,500	200
Professional development	1,535	1,500	2,500	1,000
Travel	1,813	5,500	3,500	(2,000)
	\$ 598,566	\$ 771,200	\$ 814,200	\$ 43,000

Municipal Agreement, City of Kawartha Lakes Risk Management Official

Clean Water Act, Part IV, Enforcement

Purpose

Source Water Protection Plan policies are designed in the best interests of a community and are required to be implemented for the long-term protection of safe and healthy drinking water sources. Risk Management Plans and developing the land surrounding water supply systems in a suitable way is required. This is a proactive method of ensuring contamination risks are reduced and expensive clean-up costs can be averted.

Benefits

A Source Protection Plan helps municipalities save money by creating and implementing a multi-barrier approach to strengthen the protection of municipal drinking water sources. By implementing source protection plan policies requiring a risk management official (RMO), as per the Clean Water Act, threat assessments of groundwater and surface water quality and quantity on a site specific and watershed scale are determined and monitored. These plans and activities directly support the City of Kawartha Lakes specifically in implementation of plan policies requiring a Risk Management Plan and providing information for planning/building applications for development where the activity or land use could impact upon municipal drinking water supplies.

Deliverables

This project to date has involved the establishment of a risk management office and the development of plans with landowners designed to eliminate risks to municipal water supply systems, as delegated by the City of Kawartha Lakes through agreement. Policies and procedures have been developed to guide implementation activities. Activities in 2023 will continue to focus on the negotiation and establishment of risk management plans, issuing notices to proceed with an activity under the *Planning Act* and *Building Code Act* and reporting.

Risk Management Plans address various risks to drinking water sources and agricultural uses and residential fuel oil are most common. Risk management plans need to be negotiated with landowners and tenants, which will address threats to community drinking water supply systems. Risk management plans ensure that activities that pose a potential threat to municipal drinking water supply systems are adequately managed, such as by improvements to infrastructure, changes in process and handling of chemicals, and ensuring spill containment measures are in place. Activities of the Risk Management Official are guided by a Project Oversight Committee comprised of public works, planning and building staff, and staff at Kawartha Conservation.

**KAWARTHA CONSERVATION
2023 Municipal Agreement Budget**

Draft

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City of Kawartha Lakes Risk Management Official CLEAN WATER ACT, PART IV, ENFORCEMENT	Audited Actual 2021	Budget 2022	Budget 2023	Variance to 2022 Budget
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Sources of Revenue

City of Kawartha Lakes, service agreement	\$ 41,771	\$ 60,000	\$ 60,000	\$ -
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Expenditures

Direct labour	\$ 35,437	\$ 43,500	\$ 45,000	\$ 1,500
In-house expertise	2,610	6,000	6,000	-
Supplies	100	2,000	2,000	-
Technology and data management	128	2,000	2,000	-
Travel	64	500	500	-
Administration fee	3,432	6,000	4,500	(1,500)
	\$ 41,771	\$ 60,000	\$ 60,000	\$ -

Note:

*This budget is funded through a municipal agreement
and is not considered a part of the municipal general operating levy*

Integrated Watershed Management

Environmental Information Services

Environmental Information Services supports our stakeholders and partners by providing environmental spatial information to assist with decision making across our watershed. As part of this service, we develop maps for both our internal programs and projects and as a service to our external partners.

Environmental Monitoring Services

We maintain a core watershed monitoring network, including water quality and quantity for both surface and ground water. This enables us to identify issues requiring attention early on, while gauging the effectiveness of current planning practices. Collaboration and the pooling of resources assist with the coordination of program delivery and is key to planning and permitting functions, while combining expertise and experience to ensure consistency and cost efficiency. We partner with provincial ministries, such as the Ministry of the Environment, Conservation & Parks, Ministry of Northern Development, Mines, Natural Resources and Forestry, local volunteer groups, Fleming College, Ontario Technical University, Trent University, local high schools, and agencies such as the Greenbelt Golden Horseshoe Conservation Authority Collaborative – a grouping of 12 Conservation authorities.

Flood & Water Level Monitoring

Our flood contingency and flood response plans, daily monitoring of water levels and precipitation, assessment of potential flood threats, communication with municipalities and the community, and participation in municipal flood response activities helps support and protect the people and property across the watershed.

Flood forecasting and warning is a fundamental responsibility delegated to conservation authorities by the province since 1984. We fulfill this duty by monitoring the water level, precipitation, and watershed conditions.

Close collaboration and partnership with federal (Ontario Waterways – Trent Severn Waterway, Environment and Climate Change Canada), and provincial (MNRF, Ontario Hydro) agencies and partner conservation authorities allow for accurate forecast and reliable information which is put in context of the local watershed and provided to the community when flooding concerns are warranted.

**KAWARTHA CONSERVATION
2023 Operating Budget**
Draft
INTEGRATED WATERSHED MANAGEMENT
page 4

	Actual 2021	Budget 2022	Budget 2023	Variance to 2022 Budget
Sources of Revenue				
Municipal operating levy	\$ 498,569	\$ 635,500	\$ 599,150	(36,350)
Special Projects Management	102,158	-	-	-
MNRF transfer payment	24,640	24,600	24,600	-
Technical Services fees	5,046	1,000	1,000	-
Innovation Hub	10,773	10,000	34,500	24,500
Employment grants	6,778	10,000	10,000	-
Climate Change grant	14,538	5,000	-	(5,000)
Other grants	300	300	300	-
	\$ 662,800	\$ 686,400	\$ 669,550	\$ (16,850)

Expenditures
INTEGRATED WATERSHED MANAGEMENT

Direct labour	\$ 508,308	\$ 532,700	\$ 516,000	\$ (16,700)
Seasonal labour	16,397	23,200	12,200	(11,000)
Overhead	49,226	61,100	62,700	1,600
Supplies & equipment	9,043	15,500	11,000	(4,500)
Technology and data management	16,776	14,300	14,200	(100)
Professional development	811	4,400	5,900	1,500
Innovation Hub	3,847	4,000	24,000	20,000
Travel	2,015	3,000	3,200	200
Oak Ridges Moraine Alliance	1,250	2,500	2,500	-
Surface water monitoring	5,630	6,000	5,000	(1,000)
Groundwater monitoring	2,105	8,000	8,250	250
Citizen Science Program	8,850	11,700	4,600	(7,100)
	\$ 624,258	\$ 686,400	\$ 669,550	\$ (16,850)

Stewardship and Conservation Lands

Conservation Areas

Kawartha Conservation owns and manages over 1,300 hectares of natural areas including Ken Reid Conservation Area, Durham East Cross Forest, Pigeon River Headwaters, Windy Ridge / Tuckerman property, Fleetwood Creek Natural Area, and Dewey's Island.

Visitors to our Conservation Areas include the public, schools, special interest groups, and tourists. With an estimated 30,000 visits per year, our Conservation areas provide opportunities to relax, discover the natural world and enjoy the many health benefits of being in nature. This program strives to provide a safe and meaningful way for our community to access quality greenspaces.

In 2022, our conservation areas appeared in over 760,000 direct searches in Google. Those searches resulted in over 31,000 requests for directions or visits to our website, demonstrating the ongoing popularity and demand for access to green spaces and natural areas. Our properties offer safe opportunities to get active and get outside.

Our conservation lands also provide sites to compensate for species or habitat disruption because of development activity to restore these vulnerable habitats in our conservation properties, and by providing expert advice and support for private land restoration projects. This program is initiated by provincial requirements and generates revenue for other programming, improves habitat across Conservation and private lands, and builds relationships between the development industry and the Conservation Authority.

Community Engagement and Education

Our Community Engagement programs include our geared to curriculum education program, community events, and a variety of community hikes throughout the year. These popular programs were cancelled for the last few years due to the pandemic. With easing restrictions, 2022 saw a return to in person programming and community events. We are preparing to build on the success of 2022 and to continue to deliver these programs on a cost recovery basis in 2023. These activities provide key opportunities to connect with our community and to provide unique ways for people and families to connect with nature in a way that is meaningful for them.

The education program is designed to provide a variety of engagement and educational opportunities to all members in our community, and include youth, families, and seniors in the delivery models. We strive to provide excellence in our curriculum and community programs. The goals of conservation education align with our strategic vision and contribute to communities that love, respect, and appreciate our natural environment.

**KAWARTHA CONSERVATION
2023 Operating Budget**
Draft
STEWARDSHIP AND CONSERVATION LANDS
page 5

	Audited Actual 2021	Budget 2022	Budget 2023	Variance to 2022 Budget
SOURCES OF REVENUE				
Municipal operating levy	\$ 200,991	\$ 275,600	\$ 317,400	41,800
Municipal funds, Region of Durham	81,243	123,000	106,900	(16,100)
Special Projects Management	41,184	-	-	-
	323,418	398,600	424,300	25,700
Restoration Management				
Habitat Compensation projects, cost recovery	105,044	81,000	40,000	(41,000)
Project management fees Habitat Compensation	5,205	45,000	34,500	(10,500)
	110,249	126,000	74,500	(51,500)
Conservation Areas				
Conservation Area Employment grants	13,405	21,000	18,000	(3,000)
Conservation Areas User fees	20,443	2,500	2,500	-
Conservation Areas Parking fees	36,164	32,000	32,000	-
Conservation Area Agricultural rent	12,962	12,000	12,000	-
Reserve funds, Windy Ridge	-	3,300	3,750	450
Fleetwood Creek cost recovery	12,551	8,700	8,700	-
Property management fees Fleetwood Creek	8,369	7,500	7,500	-
Property management fees East Cross Forest	47,812	65,800	46,700	(19,100)
Donation (Ken Reid Conservation Area)	1,762	10,000	5,000	(5,000)
Community Events, Sponsors and Grants	-	-	10,000	10,000
	153,468	162,800	146,150	(16,650)
Education	13,244	45,000	4,300	(40,700)
	\$ 600,378	\$ 732,400	\$ 649,250	\$ (83,150)
Expenditures				
Direct labour	\$ 267,768	\$ 300,300	\$ 311,000	10,700
Seasonal labour	27,324	57,000	36,000	(21,000)
Overhead	33,289	40,700	62,700	22,000
Professional development	1,553	2,000	1,500	(500)
Supplies, brochures and publications	14,303	7,200	7,200	-
Travel	476	4,100	600	(3,500)
Community Events	-	10,000	10,000	-
Education program	550	39,500	1,300	(38,200)
Ken Reid Conservation Area	61,947	60,500	49,050	(11,450)
Pigeon River Headwaters Conservation Area	5,726	11,000	10,450	(550)
Windy Ridge Conservation Area	2,701	3,300	3,750	450
Fleetwood Creek Natural Area	12,551	8,700	8,700	-
Dewey's Island	-	100	100	-
Nogies Creek	367	-	-	-
Durham East Cross Forest Conservation Area	81,243	123,000	106,900	(16,100)
Restoration projects	12,799	65,000	40,000	(25,000)
	\$ 522,594	\$ 732,400	\$ 649,250	\$ (83,150)

KAWARTHA CONSERVATION
2023 Operating Budget

Draft

SCHEDULE OF CONSERVATION AREAS

page 6

	Audited Actual 2021	Budget 2022	Budget 2023	Variance to 2022 Budget
<i>Ken Reid Conservation Area</i>				
Road and parking lot maintenance	\$ 23,984	\$ 20,000	\$ 23,600	\$ 3,600
Vehicle usage	1,510	1,800	1,000	(800)
Equipment usage	5,090	6,200	5,400	(800)
Supplies and small tools	10,168	11,700	10,150	(1,550)
Infrastructure repair and maintenance	17,320	17,000	4,000	(13,000)
Utilities	3,742	3,200	4,700	1,500
Property taxes	133	600	200	(400)
	61,947	60,500	49,050	(11,450)
<i>Pigeon River Headwaters Conservation Area</i>				
Road and parking lot maintenance	-	500	500	-
Vehicle usage	1,001	800	1,000	200
Equipment usage	600	1,200	1,200	-
Supplies and small tools	687	300	2,350	2,050
Infrastructure repair and maintenance	2,536	6,800	4,000	(2,800)
Property taxes	902	1,400	1,400	-
	5,726	11,000	10,450	(550)
<i>Windy Ridge Conservation Area</i>				
Road and parking lot maintenance	1,175	900	850	(50)
Vehicle usage	596	800	450	(350)
Equipment usage	122	350	200	(150)
Supplies and small tools	310	250	1,250	1,000
Infrastructure repair and maintenance	-	500	500	-
Property taxes	498	500	500	-
	2,701	3,300	3,750	450
<i>Fleetwood Creek Natural Area</i>				
Vehicle usage	559	600	600	-
Equipment usage	158	350	350	-
Supplies and small tools	3,465	250	250	-
Property management	8,369	7,500	7,500	-
	12,551	8,700	8,700	-
<i>Dewey's Island</i>				
Travel and equipment	-	100	100	-

KAWARTHA CONSERVATION
2023 Operating Budget
SPECIAL OPERATING PROGRAM

Draft

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Region of Durham

DURHAM EAST CROSS FOREST CONSERVATION AREA	Audited Actual 2021	Budget 2022	Budget 2023	Variance to 2022 Budget
Sources of Revenue				
Region of Durham special and operating levy	\$ 81,243	\$ 106,200	\$ 104,200	\$ (2,000)
Grants and other sources of revenue	-	-	-	-
Deferred municipal levy	-	16,800	2,700	(14,100)
	\$ 81,243	\$ 123,000	\$ 106,900	\$ (16,100)
Expenditures				
Direct labour	\$ 8,892	\$ 20,000	\$ 16,000	\$ (4,000)
In-house expertise	40,430	54,600	37,000	(17,600)
Infrastructure and supplies	16,239	23,500	29,000	5,500
Travel	2,093	5,100	4,200	(900)
Equipment usage	891	1,600	2,000	400
Professional development	-	-	1,000	1,000
Professional services and security	493	2,000	2,000	-
Property taxes	4,824	5,000	6,000	1,000
Program administration	7,382	11,200	9,700	(1,500)
	\$ 81,243	\$ 123,000	\$ 106,900	\$ (16,100)

Durham East Cross Forest is considered to be an operating program funded solely by the Region of Durham Levy.

Corporate Services

Corporate Services supports each of the departments and the organization as a whole by providing administrative support, coordination, policy development and implementation, program direction and development, strategic and business planning and Board support including agendas and minutes.

Finance, Budget, Audit

This area of business provides financial leadership and support to the organization through financial direction, reporting and management. All accounting processes, financial statements, and audits are conducted and prepared through strict adherence to the Canadian public sector accounting standards. Ongoing scrutiny and analysis contribute to effective and efficient processing, and adherence to applicable legislation. We produce internal financial statements and reports regularly for our leadership team and the Board of Directors.

Human Resources, Health & Safety

Human Resources provide comprehensive services and advice to all departments in the areas of legislative compliance, recruitment, orientation, on-boarding, talent management, metrics reporting, performance management, employment grants and policies and procedures. Within the Health and Safety function, education and training continue to be a focus to create a culture of safety in our organization. We continue to invest resources to produce an effective and progressive Health and Safety program and ensure compliance with the Occupational Health and Safety Act. In 2023, a Compensation Review will be completed to ensure that our practices are aligned with organizational strategy, to ensure competitiveness to retain and attract top talent and ensure legislative compliance through Pay Equity.

Infrastructure, Asset Management, Information & IT Management

Assets include land, buildings, information technology infrastructure, vehicles, and equipment. The Corporate Services team provides support in managing, maintaining, replacing, and monitoring risk and liability issues. This business area also includes the management of corporate records involving soft and hard copies along with the proper retention criteria as well as the implementation of the Information Management System (IMS). This system enables timely responses to client requests, helps us to meet MFIPPA obligations, and improves search capabilities. Hardware and software for the computer network, including system support and security, are a function of this division. Through partnership with the Federation of Canadian Municipalities Asset Management Plan Grant, providing 80% of eligible expenditure support up to \$32,800, we are in the process of completing an Asset Management Plan and Software Implementation. This project will optimize the use and maintenance of our infrastructure and equipment, leading to cost savings and improved service delivery to the public. This will also help us to prioritize and plan for future investments, identify potential risks, and ensure long-term financial sustainability of the organization and our municipal partners.

Corporate Communications

Corporate communications ensure organization transparency and accountability to our Board of Directors, Municipal partners, staff, and the watershed community, while representing our organization in a strong, positive manner that is consistent with our vision, mission, and focus. This business area also supports all of our programs, projects and services through the development and implementation of communication plans. Some of the regular services and products provided include: strategic communication guidance, plan development and implementation, media relations, image and brand management, website development and maintenance, and photography management.

KAWARTHA CONSERVATION
2023 Operating Budget

Draft

CORPORATE SERVICES

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	Audited Actual 2021	Budget 2022	Draft Budget 2023	Variance to 2022 Budget
Sources of Revenue				
Municipal operating levy	\$ 698,769	\$ 847,325	\$ 837,400	\$ (9,925)
Special Projects Management	143,179	-	-	-
Investment income	12,673	20,000	62,600	42,600
Donations	4,048	-	500	500
Grants, wage subsidies and other	10,662	43,000	18,300	(24,700)
	\$ 869,331	\$ 910,325	\$ 918,800	\$ 8,475
Expenditures				
Direct labour	\$ 663,179	\$ 816,800	\$ 782,000	\$ (18,000)
Overhead	41,611	50,700	62,700	12,000
Technology, supplies & equipment	15,987	22,000	19,500	(2,500)
Professional services	37,222	12,000	20,000	8,000
Asset Management Plan	-	-	25,300	25,300
Directors travel and expenses	230	1,800	1,800	-
Strategic Plan	1,029	-	-	-
Reports, brochures, publications	1,992	525	1,000	475
Professional development	3,942	5,500	5,500	-
Travel	144	1,000	1,000	-
	\$ 765,336	\$ 910,325	\$ 918,800	\$ 25,275

KAWARTHA CONSERVATION
2023 Operating Budget

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Schedule of OVERHEAD

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	Audited				
	Actual	Budget	Budget	Variance to	
	2021	2022	2023	2022 Budget	
Administration building utilities	\$ 10,900	\$ 12,000	\$ 13,000	\$ 1,000	
Administration building maintenance	18,643	23,000	29,000	6,000	
Office equipment supplies, maintenance	1,591	2,500	3,000	500	
Telephone & internet	11,977	15,000	14,200	(800)	
Audit & legal	10,532	21,500	32,500	11,000	
Banking & administration fees	4,638	3,000	4,700	1,700	
Insurance	40,770	40,000	55,400	15,400	
Website hosting, licenses, ecommerce	7,308	9,000	11,000	2,000	
Conservation Ontario membership	24,761	26,000	26,000	-	
Information Technology & Corporate Software	19,412	38,400	46,500	8,100	
Human Resources & Safety	15,911	13,000	15,500	2,500	
	\$ 166,443	\$ 203,400	\$ 250,800	\$ 47,400	
Distributed to departments:					
Planning and Development Services	25%	\$ 50,850	\$ 62,700	\$ 11,850	
Integrated Watershed Management	25%	50,850	62,700	11,850	
Conservation Areas	25%	50,850	62,700	11,850	
Corporate Support Services	25%	50,850	62,700	11,850	
	100%	\$ 203,400	\$ 250,800	\$ 47,400	

General Benefiting Projects

Drinking Water Source Protection

Purpose

To help implement a multi-barrier approach to strengthen the protection of municipal drinking water sources, through the support of actions required to implement source protection planning. A Source Protection Plan is based on threat assessments of groundwater and surface water quality and quantity. Activities support the Source Protection Committee, Source Protection Authority, and stakeholders in the implementation of the Source Protection Plans.

Benefits

A multi-stakeholder Source Protection Committee (SPC) which includes representatives from municipal and local stakeholders (agriculture, industry, commerce, environmental, rural and urban property owners) is responsible for the development of an effective and proactive approach to protect municipal drinking water sources. This is completed through policy development detailed in a local Source Protection Plan. The plan uses a preventative planning approach to actively manage development and activities around municipal water supply source areas. Our work has been fully funded by the Ministry of Environment, Conservation and Parks.

Background and detail

In response to Justice O'Connor's recommendations in the Report of the Walkerton Inquiry, Ontario's Clean Water Act was released in 2006. The Act requires Source Protection Plans be developed on a local watershed basis by a local committee comprised of a variety of stakeholders known as a Source Protection Committee (SPC).

The best available science, technical data and local knowledge has been used by the SPC to make decisions in the interest of the long-term protection of safe and healthy drinking water sources. Our local SPC has since developed the terms of reference guiding the overall work, the assessment report (September 2014) identifying the science behind source protection planning, and the source protection plan (effective Jan 1, 2015) outlining the policies to protect water supply. The current challenge is the implementation of the plans, which includes an annual reporting component. The implementation of policies in the source protection plan forms the current phase in the planning cycle. Activities include the update of planning policies (Official Plans, Zoning bylaws), emergency management plans, and the development of risk management plans, which will reduce the likelihood of an activity on the landscape impacting the municipal water supplies. Updates to the assessment report and source protection plan are also slated for 2023.

Deliverables

- Assist municipalities in the implementation of the Source Protection Plan
- Respond to inquiries regarding the plan and deliver communications and education services
- Conduct annual reporting requirements specified in the plan
- Provide management of source water related information and data
- Update assessment report science and plan policy updates as per the Minister-ordered five-year work plan

Digitization of Corporate Records

In conjunction with our Information Management System the digitization of these hard copy files will help contribute to faster processing of planning applications and can provide both parties with instant copies of important documents. As technology improves, more and more companies are moving to paperless offices to preserve these documents. Benefits of shifting to digitized documents will allow for easy storage, retrieval, updating and improved access and transport of information.

The digitization of corporate records is projected to be an ongoing project to transfer our paper files to a digital format for the next five years.

Environmental Monitoring Strategy Implementation

In 2022, a 10-year environmental monitoring strategy was endorsed. To achieve the recommendations and actions outlined in the strategy, a financial commitment is required. Over the next 10 years a plan has been laid out to facilitate enhancements each year that focus on upgrading infrastructure to access real time data, enhancing our monitoring network to fill data gaps, and improving environmental information by investing in more recent aerial imagery. In 2023, our priorities include:

- Upgrading of 3 existing Provincial Groundwater Monitoring wells to Real Time
- Installment 1 of Ortho-imagery Acquisition.

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2023 General Benefiting Project Budget

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DRINKING WATER SOURCE PROTECTION PLAN

	Audited Actual 2021	Budget 2022	Budget 2023
<hr/>			
Sources of Revenue			
Regional Transfer funds	\$ 50,393	\$ 57,000	\$ 63,200
<hr/>			
Expenditures			
Direct labour	\$ 35,437	\$ 39,300	\$ 45,000
In-house expertise	10,300	7,500	7,500
Travel	4,582	500	500
Supplies & equipment	-	4,400	4,400
Project administration	74	5,300	5,800
<hr/>			
	\$ 50,393	\$ 57,000	\$ 63,200
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KAWARTHA CONSERVATION
2023 General Benefiting Project Budget
GENERAL BENEFITING PROJECTS

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	Audited		
	Actual	Levy	Levy
	2021	2022	2023
Digitization of corporate records	\$ 4,502	\$ 15,000	\$ 15,000
Environmental Monitoring Strategy Implementation	-	-	25,000
Website - design/application tracking	7,075	20,000	-
	\$ 7,075	\$ 35,000	\$ 40,000

Apportionment share:

City Kawartha Lakes	59.3214	\$ 20,900	\$ 23,729
Region of Durham	36.0564	12,478	14,423
Municipality of Trent Lakes	4.2372	1,492	1,695
Cavan Monaghan	0.3850	130	154
	100.0000	\$ 35,000	\$ 40,000

Proposed Special Benefiting Projects

Region of Durham – Watershed Plan Implementation 2023

Project Purpose

This program implements recommendations for high priority objectives identified within the Lake Scugog Environmental Management Plan (endorsed in 2010), Oak Ridges Moraine Watershed Plans (endorsed in 2012), Port Perry Stormwater Management Plan (endorsed in 2014), and the Kawartha Conservation Stewardship Strategy (endorsed by the Board of Directors in 2020). In addition, the Kawartha Conservation Climate Change Strategy (endorsed by the Board of Directors in 2016) recommends a wide range of adaptation and mitigation activities that also support watershed plan implementation.

The maintenance of a healthy aquatic environment, recreational opportunities, and attractive waterfront area, with enhanced stormwater management, are important to the economic and social well-being of Lake Scugog and the Port Perry area. Implementation activities are geared to the improvement of water quality and the sustainability of natural heritage features. They are categorized into major groupings of activities as identified below:

- Stewardship and Natural Heritage
- Scugog Water and Terrain Environmental Restoration (WATER) Fund
- Water Quality Monitoring
- Lake Scugog Enhancement Project

Stewardship and Natural Heritage

Urban Deliverables include:

The Port Perry urban landscape is largely hardened surfaces that promote faster moving storm runoff and reduces the ability for the land to absorb water. The Urban Stewardship program is designed to help protect our urban communities by providing low impact development solutions at the lot level. Working with private landowners and the landscaping community, Kawartha Conservation will deliver a program designed to support private landowners looking to retrofit their properties including scalable templates for urban rain gardens and support for a variety of options to suit landowners with varying capacity for implementation.

Deliverables for 2023 include:

- Urban Tree Planting on Municipal Property
- On-Site landowner Consultations for Low Impact Development or Runoff management projects
- Implementation of permeable pavement pathway near the boat launch (delayed from 2022)

Rural Agriculture Deliverables Include:

Farmland makes up 50% of the Kawartha watershed and is particularly important in sustaining our rural communities, with agriculture and healthy lakes being the two pillars of our vibrant local economy. This program works directly with the farming community to provide a range of technical services and incentives to assist farmers in practicing beneficial farmland management to improve groundwater and surface water quality.

Deliverables for 2023 include:

- Collaboration and consultation with commodity groups across the region
- On-site landowner consultations and support to connect them with other cost sharing program opportunities
- On-site landowner consultations to support Scugog WATER Fund applications and project opportunities

Shoreline Deliverables Include:

The majority of shoreline around Lake Scugog is privately owned. With this sensitive area having a considerable influence on surface water quality, the daily actions of these landowners are important to ensuring the ability for our community and tourists to enjoy the lake. The Shoreline Stewardship Program works with private landowners to provide an array of technical supports to encourage better land management decisions and actions.

Deliverables for 2023 include:

- On-Site landowner Consultations on shoreline related restoration projects
- Implementation of a restoration plan for Rotary Trail Park

Scugog WATER Fund

Since 2007, Kawartha Conservation has worked in partnership with the Township of Scugog, local landowners and businesses to deliver the Scugog Water and Terrain Environmental Restoration (WATER) Fund. To date we have assisted with over 290 water quality improvement projects on private properties and leveraged over \$1 Million in landowner contributions.

Deliverables for 2023 include:

- Provide seed funding grants to private landowners to support water quality improvement projects that align with our stewardship outreach programs and the various management plan recommendations
- Continue to expand our reach to embrace rural non-agricultural landowners with pilot project seed funding that improve water quality and incorporate climate change adaptation recommendations
- Continue to provide support for community and private urban projects that improve water quality and incorporate climate change adaptation recommendations at the lot level
- Report on Implementation successes to community stakeholders, municipal partners, and other agencies
- Minimum 50% match from landowners

Water Quality Monitoring

Upstream Investigative Water Quality Examination

The intention of the upstream investigative program is to reduce the data gaps by performing more comprehensive water quality and quantity data collection (more sites on one stream) in a specific area in order to identify causality of water quality degradation and plan for remediation or restoration efforts through our stewardship department.

This program includes comprehensive water chemistry and flow data being collected simultaneously to achieve accurate nutrient loading calculations. The information gathered will serve to identify specific stewardship priorities and areas for actions / improvements. Data collection is performed monthly during the ice-free period of May – November. A report will identify findings and provide recommendations for

stewardship prioritization. Ongoing data analysis will identify changes across time.

- Produce a final report for the Layton River on the past 3 years of monitoring
- Continuation of monitoring on 2 streams, East Cross Creek and Blackstock Creek (Year 2 of 3)
- 11 sites being sampled in total
- 6 rounds of sampling (3 high flow and 3 low flow events)
- Water quality and discharge rates (flow volumes)
- Data maintenance, analysis and report writing

Watershed Quality Monitoring - Lake Scugog and Major Oak Ridges Moraine Tributaries

The Lake Scugog Environmental Management Plan (LSEMP) identified recommendations for ongoing monitoring and the identification of 'hot spots' and data gaps.

Research and monitoring activities conducted for watershed planning purposes provided detailed baseline information on water quality and quantity for Lake Scugog and watershed tributaries. This annual project maintains a basic level of monitoring, providing a basis for evaluating implementation activities for future stewardship priorities, and providing recommendations for land use planning.

- 14 sites across Lake Scugog and its watershed (6 lakes and 8 tributary sites)
- 6 rounds of sampling on the lake
- 7 rounds of sampling on tributaries

In addition to the research and monitoring activities in 2023, we will collaborate with the Scugog Lake Stewards to implement the Lake Scugog Festival. This event aims to provide environmental education and awareness to Lake Scugog during the month of August.

Lake Scugog Enhancement Project

The purpose of this project is to provide technical and project management support to the Healthy Lake Scugog Steering Committee with a project to revitalize Port Perry Bay. Proposed strategies involve a combination of activities such as dredging, creating a berm and constructed wetland to improve urban storm water treatment, and aquatic plant harvesting. These activities will involve environmental assessment processes, public input, and permitting.

A contract was awarded to GHD Consulting to investigate options, develop a project plan, and conduct the public consultation process. A draft conceptual design was unveiled in 2016 for public review and input, along with a subsequent open house in late 2017. Work is being undertaken by GHD in response to recommended project refinements and amendments as part of the ongoing permitting processes with external regulatory organizations in conjunction with our support for managing the project as provided below.

- Provide ongoing science and technical support in addition to project management services, in collaboration with the Township of Scugog.
- Oversee GHD to provide detailed final conceptual preferred design
- Work through agency comments on submitted permits and applications including:
 - Municipal Class Environmental Assessment file
 - Basic Impact Assessment for Parks Canada
 - DFO fish offsetting plan and 'In Water Works' permit from Parks Canada for DFO offsets
- Installation of 2 Oil Grit Separators within the Town of Port Perry
- Review of project deliverables and reports

KAWARTHA CONSERVATION
2023 Preliminary Special Project Budget
SPECIAL BENEFITING PROJECTS

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Region of Durham	Audited		
	Actual	Budget	Budget
WATERSHED IMPLEMENTATION PROJECTS	2021	2022	2023
Sources of Revenue-Stewardship programs			
Special project funding, Region of Durham	\$ 59,252	\$ 64,400	\$ 65,800
	\$ 59,252	\$ 64,400	\$ 65,800
Expenditures-Stewardship programs			
Direct labour	\$ 24,738	\$ 31,500	\$ 32,900
In-house expertise	6,305	4,000	4,600
Supplies & professional fees	1,661	2,000	1,600
Landowner grants	20,895	20,000	20,000
Travel and equipment	265	800	700
Project administration	5,387	6,100	6,000
	\$ 59,252	\$ 64,400	\$ 65,800
Sources of Revenue-Science and Technical			
Special project funding, Region of Durham	\$ 70,000	\$ 77,600	\$ 78,300
Deferred project funds	4,020	12,800	42,700
Scugog Lake Stewards	15,430	7,200	1,600
Grants, employment	-	2,000	2,000
	\$ 89,449	\$ 99,600	\$ 124,600
Expenditures-Science and Technical			
Direct labour	9,110	11,500	18,400
In-house expertise	23,310	24,700	21,200
Lake Scugog Enhancement Project	32,209	27,200	37,800
Supplies & professional fees	3,162	4,000	3,800
Travel and equipment	3,800	6,300	6,800
Lab costs	9,722	16,800	25,200
Project administration	8,137	9,100	11,400
	\$ 89,449	\$ 99,600	\$ 124,600
PROJECT EXPENDITURE TOTAL	\$ 148,701	\$ 164,000	\$ 190,400
Total Municipal Special Project Levy	\$ 129,252	\$ 142,000	\$ 144,100

Region of Durham – Watershed Planning 2023

Project Purpose

This project will help the municipality conform to provincial planning guidance related to watershed resources management (e.g., Provincial Policy Statement, Growth Plan, Greenbelt Plan, Oak Ridges Moraine Conservation Plan, etc.) and will also contribute to more efficient processing of Planning Act applications.

Several recommendations to fill data gaps in features mapping within Durham Region were made in recent published reports such as Durham Watershed Planning Project, Provincial Conformity of Watershed Plans and Water Resources System (Kawartha Conservation, 2020). Updating this information will assist with more efficient processing of Planning Act applications and land use planning activities for the Region.

This 1-year project will address the following recommendations:

- Update the delineation of key hydrologic features and areas on a routine basis, particularly in areas with rapidly changing land use or areas that are scheduled for future development
- Fill gaps in current information with respect to fish habitat, particularly with respect to the location of coldwater fish habitat
- Fill gaps in current information with respect to sand barrens, savannahs, and tallgrass prairies
- Centralize information in a digital manner (e.g., using geographic information systems), and make available to all local planning authorities through an easy-to-use mapping tool

Deliverables for 2023 include:

- Confirm the location of 19.1 km of perennial and intermittent streams within the Port Perry urban boundary, through field verification of drainage pathways
- Confirm the location of coldwater fish habitat through field sampling areas that are 'likely supporting coldwater habitats' but are not currently mapped
- Identify the location of sand barrens, savannahs, and tallgrass prairies through aerial imagery interpretation
- Routine updating of mapping tools to include most up-to-date information related to water resources, natural heritage, and watershed planning data

KAWARTHA CONSERVATION
2023 Preliminary Special Project Budget
 SPECIAL BENEFITING PROJECTS

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Region of Durham	Audited		
	Actual	Budget	Budget
WATERSHED PLANNING	2021	2022	2023
Sources of Revenue			
Special project funding, Region of Durham	\$ 26,237	\$ 28,600	\$ 27,300
Expenditures			
Direct labour	\$ -	\$ 3,000	\$ 5,300
In-house expertise	22,295	21,000	16,200
Supplies & professional fees	1,309	1,800	500
Travel and equipment	248	200	2,800
Project administration	2,385	2,600	2,500
	\$ 26,237	\$ 28,600	\$ 27,300

City of Kawartha Lakes - Lake Dalrymple Management Plan

Project Purpose

The primary purpose of this project is to work collaboratively with lake stakeholders towards obtaining a better understanding of the pressures on the lake and to determine priority management activities.

2023 is year three of a four-year project and builds on several accomplishments in year one, which included the establishment of a 10+ member Community Working Group, comprehensive water quality and quantity monitoring program, project website and numerous social media interactions.

The planning process involves science-based lake and watershed studies, in conjunction with strategic partnerships across all areas of interest to facilitate plan development and implementation.

Comprehensive monitoring of water quality, water quantity, and land use parameters will be undertaken over multiple years. This allows us to develop baseline documentation – or ‘state of the lake’ – as the foundation for developing management recommendations.

Deliverables for 2023 include:

- Continuation of Lake Working Group to help focus priority management recommendations
- Continuation of water quality and quantity monitoring to help capture “average” and “atypical” conditions
- Continuation of communications initiatives to increase profile of project, capture local issues and opportunities, and to disseminate lake health and management recommendations information
- Routine updating of Lake Dalrymple webpage and data dashboard. This includes posting up-to-date information on: Working Group meeting minutes and presentations, Open House presentations, available technical reports, and key findings of our monitoring efforts.

**KAWARTHA CONSERVATION
2023 Special Project Budget**

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City of Kawartha Lakes

**LAKE MANAGEMENT PLANS,
Lake Dalrymple**

**Budget
2023**

**Budget
2024**

Sources of Revenue

Special project funding, City of Kawartha Lakes

\$ 69,300 \$ 62,700

Expenditures

Direct labour

\$ 11,600 \$ -

In-house expertise

33,600 51,000

Supplies

2,100 2,000

Lab fees

8,800 2,500

Travel and equipment

6,900 1,500

Project administration

6,300 5,700

\$ 69,300 \$ 62,700

City of Kawartha Lakes - Lake Management Plan Implementation 2023

Project Purpose

Implementation of the Lake Management Plans is important to our local economy, the attractiveness of the area for tourism and to the continued growth of our communities that have developed around our lakes and rivers. Building on the momentum established through early implementation, Kawartha Conservation and the Implementation Task Force developed a 5-year Implementation Action Plan to improve the appeal of our lakes as an engine for economic growth. In June of 2018, the Implementation Action Plan was approved by the City of Kawartha Lakes Council.

The preferred options provided here address the greatest common concerns expressed by residents throughout the City and proposes science-based solutions to address these concerns. The programs are broken into five areas as outlined in the Action Plan. They are as follows:

- Incentive Grant Program
- General Program
- Shoreline Program
- Urban Program
- Rural Program

Incentive Grant Program

Community Grant Program

Grassroots organizations play a critical role in the implementation of the Lake Management Plans. The Community Grant program provides support to local groups so that they are empowered to act towards the implementation of the Lake Management Plan recommendations specific to their community. Since 2019, this program has leveraged more than \$122,000 in committed community investment through volunteer and fundraising efforts.

Deliverables for 2023 include:

- \$15,500 in grants available for a 50/50 match
- Community planting projects
- Aquatic plant management projects
- Community engagement projects
- Implementation of other LMP recommendations
- Leverage additional investment of \$15,000 in external support
- Return on investment of 100%

Landowner Incentive Fund

Provides seed funding for private land stewardship to landowners looking to undertake key projects that improve water quality through the implementation of high priority recommendations from the Lake Management Plans. Since 2019, this program has leveraged more than \$490,000 in committed landowner investment in beneficial management practices.

Deliverables for 2023 include:

- \$45,000 in grants available for:
 - Agricultural Best Management Practices
 - Septic upgrades
 - Rainwater harvesting
 - Shore and stream side plantings
 - Low impact development solutions

- Well decommissioning/upgrades
- Leverage additional investment of \$150,000 in external support
- Return on investment of 333%

General Program

Implementation Oversight & Coordination

A key component of the Implementation Action Plan is collaboration among community groups and institutions already active on the lake. This program will ensure that collaboration continues between multiple partners at various levels to make sure that projects and programs within partner agencies include actions recommended with the Lake Management Plans. It will also support grass roots organizations that are looking for support in identifying and implementing high priority actions. A key component of this program in 2023 will be the development of the next 5-year strategy that will come to City Council for endorsement in 2023. This updated plan will outline the next five years of implementation priorities and goals.

Deliverables for 2023 include:

- Coordinate 3 Advisory group meetings
- Collaborate with Lake Associations, and other community groups
- Produce an annual report on implementation success
- Report on Implementation successes to community stakeholders, municipal partners, and other agencies
- Promote the Implementation Action Plan and Community Grant Program to partner groups, agencies, and individuals throughout the City of Kawartha Lakes
- Draft an update to the Implementation Action Plan for 2024 – 2029 based on previous accomplishments, emerging trends, and priority actions
- Preparations for the International Plowing Match in 2024
- Return on Investment of 16%

Sediment and Erosion Control Planning

Better erosion and sediment control management is a priority recommendation in all Lake, Watershed, and Storm Water Management Plans to address this significant threat to the health of local lakes and connecting waters. The purpose of this project is to increase local expertise and application of erosion and sediment control standards when reviewing, undertaking, and inspecting development and site alteration projects. Training and expert resource materials will be learned, provided to, and shared among staff at municipalities, Kawartha Conservation, and local contractors. Release of materials from construction/development sites to local watercourses can have significant long-term impacts, including filling in shallow areas, smothering fish habitat, water pollution, and poor aesthetics, among others.

Deliverables for 2023 include:

- Enhanced staff skills including certification by CISEC (Certificated Inspector of Sediment and Erosion Control).
- Attendance at TRIECA (industry conference among subject experts).
- Coordinated site visits to local construction sites.
- Host 2 training webinars in partnership with STEP (Sustainable Technology Evaluation Program) on Erosion Sediment Control fundamentals and application for construction projects.
- Organize an annual workshop in partnership with local experts and contractors

Rural Program

Agricultural Stewardship

Farmland makes up nearly 50% of the Kawartha watershed and is particularly important in sustaining our rural communities, with agriculture and healthy lakes being the two pillars of our vibrant local economy. This program works directly with the farming community to provide a range of technical services and incentives to assist farmers in practicing beneficial farmland management to improve groundwater and surface water quality.

Deliverables for 2023 include:

- Collaboration and partnerships with agricultural commodity groups
- On-farm consultations to develop and support project implementation
- Collaboration with the East Central Farm Stewardship Collaborative
- Collaboration with the Peterborough chapter of ALUS
- Implementation of 4 natural buffer demonstration sites on local farms
- Coordination of a demonstration tour for local producers in the fall
- Leverage an additional \$82,400 in funding support
- Total Return on Investment of 400%

Investigative Upstream Monitoring

The Investigative Upstream Monitoring program will reduce existing data gaps by providing qualitative and quantitative data. This data will be invaluable to allowing Kawartha Conservation to identify problem areas and establish remediation and restoration options moving forward. The City of Kawartha Lakes Lake Management implementation plan is a result of recommendations made from the lake management planning process for Sturgeon, Balsam, and Cameron and Pigeon lakes. These recommendations include the identification of 'hot spots' or problem areas (i.e. high nutrient concentrations, reduced forest cover, impaired riparian zones).

Deliverables for 2023 include:

- Continuation of monitoring on Janetville Creek, Stoney Creek and Sucker Creek (Year 2 of 3) in collaboration with Trent University
- Kawartha will undergo routine monitoring, while Trent University will sample during extreme events
- Sampling 12 sites in total for water quality and flow 8 times a year
- Parameters include nutrients (phosphorus & nitrogen, total suspended solids, chloride)

As an extension to the upstream monitoring program, in 2023 we will also focus on rural streams that discharge into the Scugog River. The Scugog river is important watercourse as it is a transition between Lake Scugog and Sturgeon Lake, not to mention, it is relied upon for drinking water for the most populated area in City of Kawartha Lakes region.

Deliverable for 2023 Include:

- We will sample the outlet of Distillery, Sinister, Jennings and Albert Creeks for water quality, flow and benthic communities
- Twice a month sampling from April-November
- Parameters include nutrients (phosphorus & nitrogen, total suspended solids, chloride)
- Explore innovative approaches to sample by using conductivity loggers, an autosampler and siphon samplers, to help capture high loading events (rain events) without staff

Shoreline Program

Aquatic Plant Control

Waterfront residents need practical approaches for controlling nuisance aquatic plants along their shoreline. Aquatic plant management is a priority recommendation in the majority of completed lake management plans. The proliferation of aquatic plants can have significant effects on the enjoyment, perception of water quality, and sustainability of the lakes. Aquatic thrusters are an emerging aquatic plant control method being used by landowners even though it is not currently a recognized activity by regulating agencies who require permits to be issued for their use.

This proposal is a 4-year project to study the degree to which aquatic thrusters impact the growth of nuisance aquatic plants, and evaluate the effect on physical, chemical, and biological parameters of nearshore waters. 2023 is year 4 of the project. The viability of using thrusters is being tested to understand the return more clearly on investment of using thrusters. We are working in a research collaborative with Parks Canada, Carleton University, Ontario Tech University, University of Ottawa, and Rideau Valley Conservation Authority to scientifically test the impacts and effectiveness of thrusters on controlling plant populations along the nearshore environment of lakes. The results will inform Parks Canada and other regulatory agencies on the potential use of these aquatic thrusters for controlling aquatic plants.

Deliverables for 2023 include:

- Regular check-in meetings with Research Collaborative on project implementation status.
- Lead the 'Technical Equipment' component of the project, which includes securing, testing, installing, and maintaining 6 aquatic thrusters and associated equipment on six shorelines total on two lakes (Scugog and Canal).
- Assist Research Collaborative with securing 6 private shoreline properties (3 on Scugog, 3 on Canal) on which to install aquatic thrusters.
- Finalize technical report on Kawartha Conservation's Aquatic Thruster pilot project.

Shoreline Stewardship

The Shoreline Stewardship Program works with private landowners to provide an array of technical supports to encourage better land management decisions and actions. Most shoreline properties in the City of Kawartha Lakes are privately owned. With this sensitive area having such a large influence on surface water quality, the daily actions of these landowners impact the ability for our community and tourists to enjoy our lakes.

Deliverables for 2023 Include:

- On-site Shoreline consultations with landowners
- Watershed Welcome program in partnership with Real Estate Professionals and KLEAC
- Native Plant sale to empower landowners to act
- Septic management information for private landowners

Urban Program

The Urban Stewardship program helps to protect our urban communities by providing low impact development recommendations at the individual property level. Much of our urban landscape is hardened surface that promotes faster moving storm runoff and reduces the ability for the land to absorb water. We work with private landowners and the landscaping community to develop a program

for retrofitting existing properties including a variety of options to suit landowners with varying capacity for implementation.

Deliverables for 2023 include:

- On-site landowner consultations
- Development of rain garden templates and manuals available on our website
- Implementation of lot level stormwater feature as part of new development model homes
- Consult and partner with local landscaping professionals to develop feature landscape plans
- Leverage investment of \$5,300
- Return on investment of 46%

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**KAWARTHA CONSERVATION
2023 Special Project Budget**

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City of Kawartha Lakes

LAKE MANAGEMENT PLANS, IMPLEMENTATION	Audited Actual 2021	Budget 2022	Budget 2023
Sources of Revenue-Stewardship programs			
Special project funding, CKL	\$ 93,589	\$ 157,800	163,200
Deferred revenue	-	105,000	77,800
Grants, Federal	21,417	53,400	-
Grants, Provincial	95,128	8,400	68,900
Fees for service	-	2,000	7,000
	<u>210,134</u>	<u>326,600</u>	<u>316,900</u>
Expenditures-Stewardship programs			
Direct labour	55,919	123,000	117,500
In-house expertise	40,520	66,300	44,000
Supplies and events	9,269	18,200	18,500
Landowner grants	33,572	66,000	55,500
Contractor and consulting services	50,604	20,000	48,500
Travel and equipment	1,147	3,400	4,100
Project administration	19,103	29,700	28,800
	<u>210,134</u>	<u>326,600</u>	<u>316,900</u>
Sources of Revenue-Science and Technical			
Special project funding, CKL	61,700	121,200	128,950
Deferred project funding	48,485	-	24,250
Employment grants	-	2,000	2,000
Grants, fees, sponsors	38,463	5,000	5,000
	<u>148,648</u>	<u>128,200</u>	<u>160,200</u>
Expenditures-Science and Technical			
Direct labour	11,963	8,400	14,100
Stipends	17,000	10,000	10,000
In-house expertise	65,315	61,800	67,300
Supplies	18,377	13,500	11,400
Laboratory fees	15,539	17,000	24,000
Travel and equipment	6,940	5,800	18,800
Project administration	13,513	11,700	14,600
	<u>148,648</u>	<u>128,200</u>	<u>160,200</u>
PROJECT TOTAL	<u>\$ 358,782</u>	<u>\$ 454,800</u>	<u>\$ 477,100</u>
Total Municipal Special Project Levy	<u>\$ 155,289</u>	<u>\$ 279,000</u>	<u>\$ 292,150</u>

Municipality of Trent Lakes – Flood Plain Mapping Studies

Purpose

The objective of these studies is to update flood plain mapping along two stretches of rivers in the Municipality of Trent Lakes, using new hydrologic and hydraulic models based on the latest ground survey, future land-use conditions, topographic maps, aerial photography, and provincial guidelines. The updated flood plain mapping will allow communities, municipalities, and Kawartha Conservation staff to make informed decisions about future land use and identify flood hazard reduction opportunities within the region.

Background and detail

One of the core responsibilities of Conservation Authorities is to advise on improvements or help mitigate flood risks within the watershed; which can be partially achieved through up-to-date and refined data. To do this, flood plain mapping study models (a digital representation of the study area) are created using information collected for the study such as LIDAR, survey data, soil type and land use types. These studies help synthesize representations of what the landscape is like and how excess water volume will be displaced during large storm events within the watershed. Ultimately the model produces a flood line that can be used to create flood hazard mapping. This model will also help inform consultants and other engineers produce updated mapping for safe future development within or adjacent to flood plains.

In an effort to achieve this core responsibility, Kawartha Conservation is partnered with Municipality of Trent Lakes to provide studies along the Miskwaa Ziibi River and Nogies Creek, which is being funded through the Federal Flood Hazard Identification and Mapping Program (FHIMP) and managed by the Ministry of Natural Resources and Forestry (MNRF).

The Miskwaa Ziibi River is approximately 32 km long and flows south into Little Bald Lake. It has a watershed area of approximately 200 square kilometers. Most properties of concern are located at the south end of the Miskwaa Ziibi river. There are approximately 200 residential properties that are assumed to be within the flood plain. This mapping will help identify which properties are at risk along the east and west side of the Miskwaa Ziibi River.

Nogies Creek is approximately 6.5 km long and flows south into Pigeon Lake. It has a watershed area of approximately 200 square kilometers. Most properties of concern are located at the southern half of Nogies Creek. This Creek has approximately 200 residential properties that are assumed to be within the flood plain. This mapping will help identify which properties are at risk along the east and west side of Nogies Creek.

Deliverables

- Attend quarterly coordination meetings;
- Provide management of flood plain related information and data;
- Prepare progress reports for March 1, 2023 (completed) and September 1, 2023;
- Provide Flood Plain Mapping Technical Report by March 1, 2024, outlining the findings for each study; and,
- Assist in the implementation of planning decisions.

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2023 Special Project Budget

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Municipality of Trent Lakes

	Budget 2023	Budget Forecast 2024
FLOOD PLAIN MAPPING SERVICES		
Sources of Revenue		
Special project funding, Trent Lakes	\$ 273,000	-
Deferred revenue, transfers from (to)	(22,700)	31,200
	\$ 250,300	\$ 31,200
Expenditures		
Direct labour	\$ 8,500	\$ -
In-house expertise	58,600	24,800
Supplies and materials	3,000	-
Contractor and consulting services	152,400	-
Travel and equipment	5,000	-
Project administration	22,800	6,400
PROJECT TOTAL	\$ 250,300	\$ 31,200

Proposed Joint Special Benefiting Projects

City of Kawartha Lakes and Region of Durham - Tree Planting Program

Tree planting within the watershed is a key deliverable of the 2020 Stewardship Strategy which outlines the need for increased forest cover across the watershed. Municipal guidance indicates a desired 30% tree canopy to help address the impacts of climate change. To achieve this coverage will require multiple organizations working together to support private landowners in rural and urban areas. Kawartha Conservation has focused programs to support private landowners including participating in the 50 Million Tree program, the Forest Recovery Program, and through over the counter tree seedling sales. Urban tree planting is encouraged through our TD Tree days work and in partnership with our municipal partners to identify public space that would benefit from increased canopy coverage. These programs provide incentives that support for tree planting projects on private and public properties. Tree planting through these programs also supports the implementation of the Implementation Action Plan as well as Protect and enhance our tree canopy; both highlighted in the City of Kawartha Lakes 2020-2023 Strategic Plan. This new program is heavily invested in by Forest Ontario, Highway of Heroes, and the private landowner.

Program benefits and value include:

- On-site Landowner consultations
- Survival assessments of previous planting sites
- Development of planting plans to support canopy growth
- Planting of private land
- Over the counter tree seedling sales
- Urban tree planting projects
- Leveraged external funding of \$118,140
- Return on Investment of 170

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2023 Preliminary Special Project Budget
JOINT SPECIAL BENEFITING PROJECTS

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Region of Durham
City of Kawartha Lakes

	Audited		
	Actual	Budget	Budget
WATERSHED IMPLEMENTATION PROJECTS	2021	2022	2023
Revenue			
Deferred Revenue, Region of Durham	\$ 21,105	\$ 19,750	\$ 17,000
Special project funding, City of Kawartha Lakes	19,745	37,750	34,800
Region of Durham, climate change funding	9,000	18,000	18,000
Product sales	19,838	20,000	27,000
Grants, Provincial	11,526	18,500	55,500
Grants, other	10,000	17,800	4,000
Fees for service	7,399	12,700	31,400
	\$ 98,614	\$ 144,500	\$ 187,700
Expenditures			
Direct Labour	\$ 43,309	\$ 72,100	\$ 76,000
In-house expertise	10,740	4,000	9,100
Supplies	8,965	39,400	57,000
Project Contractor	7,624	14,000	26,000
Travel and equipment	27,201	1,800	2,500
Project administration	775	13,200	17,100
	\$ 98,614	\$ 144,500	\$ 187,700

Capital Expenditures

Asset Management Software Implementation

As part of our initiative to implement an Asset Management Plan, a supporting software is being invested in to manage our assets in accordance with Public Sector Accounting Standards. The investment in this software is treated as a Tangible Capital Asset. The software will allow us to maintain and modify our Asset Management Plan, conduct Capital Forecasts, amortization, net book value reports and other analysis.

Strategic Link(s):

- Innovate and Enhance - Continue to drive positive change as an industry leader in business and environmental best practices.

Off-leash Dog Park Fencing

As part of our efforts to ensure the community has a positive experience at our Conservation Areas, the fencing around the perimeter of our Off Leash Dog Park will be implemented in 2023. Ongoing challenges with dogs escaping the enclosure puts visitors and animals at risk. Improving the fence will address user concerns and ensure a safe experience for park users and reduce unexpected challenges associated with dogs escaping the enclosure.

Strategic Link(s):

- Engage and Inspire – Maintain and enhance our Conservation Areas to provide healthy outdoor experiences.

Pigeon River Headwaters Conservation Area Vehicle Bridge

In 2022, we launched the re-opening of the Pigeon River Headwaters Conservation Area after the installation of a pedestrian bridge. The maintenance of the trails at this Conservation Area requires an ability to get equipment over the Pigeon River as well. The existing vehicle bridge was installed in the late 1980s and has had some upgrades over time to prolong the life of the bridge. At present, this bridge is not structurally sound enough to take many pieces of equipment over the bridge safely. To ensure the safety of our property, an upgrade to this bridge is required so that we can get mowers, and other vehicles safely across.

Strategic Link(s):

- Engage and Inspire – Maintain and enhance our Conservation Areas to provide healthy outdoor experiences.

Equipment Purchase, City of Kawartha Lakes Special Project

The Investigative Upstream project will extend its monitoring in 2023 to include the rural streams discharging into the Scugog River. We will focus our monitoring on both water quality and quantity. To ensure we capture all high flow events, we will be installing an auto sampler, which captures water quality samples triggered at selected time intervals along a rainfall event or at water levels observed in streams. This innovative technology will help to reduce travel time and staff visits to sites and increase the number of samples that can be collected. The purchase of a data logger will allow us to monitor water levels and volume continuously at a given location along the stream. Conductivity data loggers will record chloride concentrations which will help to identify impacts on how salt usage is impacting our watercourses and help implement best management practices.

Strategic Link(s):

- Protect and Restore - Implement, update, and adapt Lake Management Plans to address emerging issues.
- Protect and Restore - Provide data-driven recommendations to advise on water resource issues.
- Protect and Restore – Track key environmental trends impacting the watershed and report on results at least every 3 years.

Building Infrastructure Initiatives

We are proposing a number of infrastructure improvements be included in the 2023 budget. These improvements include:

- Security improvements and expansion for owned buildings to update our security system with remote management capabilities to increase visibility and security along with expanding coverage to vulnerable areas.
- Replacement of our front door to provide a barrier free path of entry for visitors. Additionally, the current front door is outfitted with an aging residential inward swinging door without a panic escape. With replacement to a commercial door, we will increase accessibility for visitors, reduce liability and save on energy with a door with higher R-Value.
- Purchase of two stand/sit desks that will be available to staff as shared desks. The desks will provide employees with the option to stand or sit while they work, promoting better posture and reducing sedentary posture whilst improving employee morale.
- Replacement of aging furniture and fixtures within the building that are failing or nearing increased failure rates.

Strategic Link(s):

- Innovate and Enhance - Continue to drive positive change as an industry leader in business and environmental best practices.
- Protect and Restore - Ensure the safety of people, property, and public infrastructure.

Vehicle Replacement

Our current vehicle fleet is aging and requires replacement. Two vehicles have been pulled from circulation for auction (2005 Pontiac Vibe with 300,000km and 2006 Toyota Matrix with 300,000km) as the investment to continue operating is exponentially increasing. We anticipate that a third vehicle (2006 GMC Sierra), may be disposed this year. We are planning to replace one vehicle this year with a hybrid or electric option, if available and within budget.

Additionally, we are piloting a short-term leasing program for the field season to determine if our fleet can be supplemented with short term leases to reduce the owned fleet requirements and large capital outlays required.

Strategic Link:

- Innovate and Enhance - Increase efficiency and effectiveness of service delivery.
- Climate Change Strategy.

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2023 Preliminary Capital Expenditures

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CAPITAL EXPENDITURES	Budget 2023
Sources of Revenue	
General Levy	\$ 51,125
Transfers from (to) reserve	57,475
Special Benefitting Levy, City of Kawartha Lakes, Deferred	30,200
Federal Grant, Asset Management Plan	5,400
	<u>144,200</u>
 Expenditures	
Asset Management Software Implementation	\$ 7,500
Building Infrastructure Initiatives	32,000
Howlers Corners Fencing	24,500
Pigeon River Car Bridge	5,000
Equipment Purchase, City of Kawartha Lakes Special Project	30,200
Vehicle Replacement	45,000
	<u>\$ 144,200</u>