Board of Directors Meeting #3/24
Thursday, March 28, 2024
1:00 p.m. – 4:00 p.m.
Kawartha Conservation, Boardroom
277 Kenrei Road, Lindsay, ON K9V 4R1

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.

1. Adoption of Agenda — Page 1-2
2. Declaration of Pecuniary Interest
3. Approval of Minutes
   - BOD Meeting #2/24 — Page 3-10
4. Business Arising from the Minutes
5. Deputation – None
6. Presentations and Applicable Action Items — Page 11
   - 6.1. 2023 Audit
     - 6.1.1. 2023 Audited Financial Statements — Page 12-40
   - 6.2. Hearing Procedures

(Recess at 2:00 pm to hold Kawartha-Haliburton Source Protection Authority Meeting)

7. Kawartha-Haliburton Source Protection Authority Meeting

(Board Meeting is called back into session)

8. Staff Reports
   - 8.1. Permits Issued by Designated Staff (February) — Page 41-45
   - 8.2. Conservation Areas Strategy — Page 46-48
   - 8.3. CAO Report — Page 49-59
   - 8.4. Correspondence — Page 60-71
9. Action Items
   - 9.1. 2024 Apportionment and Final Budget — Page 72-145
   - 9.2. CA Act Phase 2 Transition Activity — Page 146-147

9.3. Conservation Areas Development: Property Acquisition Page 148-205
9.4. Conservation Authorities Act and Regulatory Changes: Implementation and Interim Policies Page 206-219
9.5. Update to delegation of permit related authorizations pursuant to the Conservation Authorities Act Page 220-223
9.6. Re-Designation of Provincial Offences Officers under Part VI (Regulation of Areas over which Authorities Have Jurisdiction and VII (Enforcement and Offences) of the Act. Page 224-225

10. New Business

11. Reports and Updates from Board Members

12. Closed Session
    12.1 A proposed or pending acquisition or disposition of land by the Authority;

13. Adjournment

KAWARTHA CONSERVATION

Agenda Item #3

BOD Meeting #3/24
March 28, 2024

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 #2/24 held on Thursday, February 22, 2024.

RECOMMENDED RESOLUTION:
RESOLVED, THAT, the Board of Directors Minutes of Meeting #2/24 be adopted as circulated.

BACKGROUND

Minutes are attached for your review and approval.

KAWARTHA CONSERVATION
Discover · Protect · Restore

Board of Directors
Minutes of Meeting #2/24

Meeting #2/24 was held on Thursday, February 22, 2024, in person, at the Kawartha Conservation Administration Centre. The Chair called the meeting to order at 1:00 p.m.

Present: Pat Warren, Chair
Harold Wright, Vice-Chair
Peter Franzen, Director
Gerry Byrne, Director
Tracy Richardson, Director
Cria Pettingill, Director

Regrets: Lloyd Rang, Director
Robert Rock, Director
Eric Smeaton, Director
Mississaugas of Scugog Island First Nations (vacant)

Staff: Mark Majchrowski, CAO
Kristie Virgoe, Director, Stewardship and Conservation Lands
Matthew Mantle, Director, Planning and Development Services
Jonathan Lucas, Director, Corporate Services
Nancy Aspden, Acting Director, Integrated Watershed Management
Melanie Dolamore, Corporate Services Assistant
Brett Tregunno, Aquatics Biologist
Warren Dodd, Network Analyst and Administrator
Stephanie Vegotsky, Compliance Officer

Guests: None

FIRST NATIONS ACKNOWLEDGEMENT

The Chair began meeting #2/24 with a First Nations Acknowledgement:

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.

DRAFT

#1 - Adoption of Agenda

Resolution #21/24

MOVED BY: Tracy Richardson
SECONDED BY: Peter Franzen

RESOLVED THAT, the Agenda for Meeting #2/24 be adopted.

CARRIED

#2 – Declaration of Pecuniary Interest

None.

#3 – Approval of Minutes

Resolution #22/24

MOVED BY: Cria Pettingill
SECONDED BY: Gerry Byrne

Resolved, That, the Board of Directors Minutes of Meeting #9/23 be adopted as circulated.

CARRIED

#4 – Business Arising from the Minutes

None.

#5 – Deputation

None.

#6 – Presentations and Applicable Action Items

Resolution #23/24

MOVED BY: Harold Wright
SECONDED BY: Tracy Richardson

Resolved That, the presentation on Information Technology be received.

CARRIED

Warren Dodd, Network Analyst and Administrator provided highlights on staff activities to improve information technology within the organization, and key initiatives for future implementation.

Discussion was had amongst the Board on the drone mapping portion of the presentation, it was requested that staff report back following the implementation of this project.

RESOLUTION #24/24

MOVED BY: GERRY BYRNE
SECONDED BY: CRIA PETTINGILL

Resolved That, the presentation on Durham Watershed Planning be received.

CARRIED

Brett Tregunno, Aquatic Biologist provided a summary of the Durham Watershed Planning project activities over the last few years, including staffs approach and key findings related to verifying the presence of regulated features, hydrological features, and natural heritage features.

Mr. Tregunno responded to questions on water temperature, wetland assessment mapping updates, and farming within designated wetlands.

#7 – Staff Reports

7.1 – Permits Issued by Designated Staff (January)

RESOLUTION #25/24

MOVED BY: GERRY RICHARDSON
SECONDED BY: HAROLD WRIGHT

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

Permits Issued:
2024-001 to 2024-022, 2024-034
Permits Revised:
2023-211, 2023-223, 2024-007

AND THAT, the Permitting performance report be received.

CARRIED

7.2 – 2023 Annual Permitting Report

RESOLUTION #26/24

MOVED BY: GERRY BYRNE
SECONDED BY: CRIA PETTINGILL

RESOLVED, THAT, the annual permitting performance report for 2023 be received.

CARRIED

7.3 –Permit for Board Approval – 102 Sugar Bush Trail

RESOLUTION #27/24

MOVED BY: GERRY BYRNE
SECONDED BY: TRACY RICHARDSON

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 demolition and reconstruction of an in-water boathouse at 102 Sugar Bush Trail, City of Kawartha Lakes, be approved and permitted.

CARRIED

7.4 – Watershed-based Resource Management Strategy

RESOLUTION 28/24

MOVED BY: PETER FRANZEN
SECONDED BY: CRIA PETTINGILL

RESOLVED, THAT, the staff report on the development of the Watershed-based Resource Management Strategy be received.

CARRIED

7.5 – Municipal Freedom of Information and Protection of Privacy Act – Annual Statistical Report

RESOLUTION #29/24

MOVED BY: GERRY BYRNE
SECONDED BY: TRACY RICHARDSON

RESOLVED, THAT, the *Municipal Freedom of Information and Protection of Privacy Act* 2023 Annual Statistical Report be received.

CARRIED

7.6 – CAO Report

RESOLUTION 30/24

MOVED BY: GERRY BYRNE
SECONDED BY: CRIA PETTINGILL

RESOLVED, THAT, the CAO Monthly Report for meeting #2/24 be received.

CARRIED

7.7 – Correspondence

RESOLUTION #31/24

MOVED BY: PETER FRANZEN
SECONDED BY: GERRY BYRNE

RESOLVED, THAT, the attached correspondence be received.

CARRIED

#8 – Action Items

8.1 – 2024 Capital Budget and 2024 Budget Circulation

RESOLUTION #32/24

MOVED BY: GERRY BYRNE
SECONDED BY: PETER FRANZEN

RESOLVED, THAT, the Draft 2024 capital budget be updated to reflect any Board recommendations prior to circulation, AND

THAT, the Draft 2024 capital budget be integrated into the 2024 Budget document, AND

THAT, the Draft 2024 operating and capital budgets be approved for consultation purposes, AND

THAT, Notice of Meeting to approve the budget is provided to participating municipalities for March 28, 2024.

CARRIED

8.2 – Conservation Authorities Act – Phase 2 Transition Activities

RESOLUTION #33/24

MOVED BY: CRIA PETTINGILL
SECONDED BY: TRACY RICHARDSON

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

CARRIED

#9 – New Business

Mr. Majchrowski provided a highlight of the latest amendments to the *Conservation Authorities Act* released on Friday, February 16th. Several changes implemented were already drafted in legislation, and the new consolidated regulation dealing with permitting framework was released, in addition to enactment of a consolidated conservation areas regulation. Changes are effective April 1, 2024.

#10 – Reports and Updates from Board Members

Director Franzen shared an update on the Kawartha Land Trust and their recent purchase of 1400 acres in Trent Lakes that included receipt of over 2 million in provincial funding.

#11 – Closed Session

RESOLUTION #34/24

MOVED BY: GERRY BYRNE
SECONDED BY: PETER FRANZEN

RESOLVED, THAT, the Board enter a closed session.

CARRIED

Director Pettingill departed the meeting at 4:00 p.m.

RESOLUTION #35/24

MOVED BY: PETER FRANZEN
SECONDED BY: HAROLD WRIGHT

RESOLVED, THAT, the Board exit a closed session.

CARRIED

RESOLUTION #36/24

MOVED BY: TRACY RICHARDSON
SECONDED BY: PETER FRANZEN

RESOLVED, THAT, the items in closed session be received, AND

THAT, the CAO be directed to implement measures as discussed in closed session.

CARRIED

#12 – Adjournment

There being no further business, the meeting adjourned at 4:14 p.m.

RESOLUTION #37/24

MOVED BY: GERRY BYRNE
SECONDED BY: HAROLD WRIGHT

RESOLVED THAT, the Board of Directors Meeting #2/24 be adjourned.

CARRIED

_____	_____
Pat Warren	Mark Majchrowski
Chair	CAO

KAWARTHA CONSERVATION

Agenda Item #6

BOD Meeting #3/24
February 28, 2024

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

From: Mark Majchrowski, CAO

Re: Presentations

KEY ISSUE:

Presentations on the 2023 Audited Financial Statements, and Hearing Procedures (By-Law #2).

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the presentation on the 2023 Audited Financial Statements be received.

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

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

2023 Audited Financial Statements

Our auditors, Mr. Adam Delle Cese, CPA, CA, a partner representing the firm BDO Canada Ltd. will present the 2023 audited financial statements and address any questions the board members may have.

Discussion on staff report (item 6.1.1) associated with this presentation will follow.

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) under specific circumstances.

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.

Staff note that these procedures will need to be updated with the recent amendments to the Conservation Authorities Act.

A staff report is not associated with this presentation.

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

KAWARTHA CONSERVATION

Agenda Item #6.1.1

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

From: Mark Majchrowski, Chief Administrative Officer
Jonathan Lucas, Director, Corporate Services

Re: 2023 Audited Financial Statements

KEY ISSUE:
To seek Board approval of the 2023 Audited Financial Statements.

RECOMMENDED RESOLUTION:
RESOLVED, THAT, the 2023 draft financial statements as audited by the firm BDO Canada Ltd, be approved AND,

THAT, the reserves be adjusted in the amount of:

$50,840 addition to Unrestricted Net Assets,
$788 reduction in Windy Ridge Conservation Area,
$7,479 reduction in Scugog Land Acquisitions, and
$55,199 addition in the net investment in Tangible Capital Assets,

representing a total increase in net assets of $97,772 in 2023.

BACKGROUND
The Board of Directors annually approves the audited financial statements as required under the Conservation Authorities Act 38(1). The audited statements include the Continuity of Reserves (Schedule F) that reflect the recommended adjustments for the appropriation to/from reserves.

Adam Delle Cese, CPA, CA is the Partner at BDO and will present the 2023 audited financial statements and address any questions of board members preceding this agenda item. Staff will also be available for questions.

Following the approval of the audited statements, we will forward a copy to the Minister and participating municipalities and post the statements to our website.

Acknowledgements/ Contributions from:
Alex Krynicki, Accountant and Business Analyst

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

ATTACHMENT #1

Kawartha Region Conservation Authority

Financial Statements

For the year ended December 31, 2023

Draft

Kawartha Region Conservation Authority
Financial Statements
For the year ended December 31, 2023

Contents

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Draft

MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The accompanying financial statements of Kawartha Region Conservation Authority (the "Authority") are the responsibility of the Authority's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Authority's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by Management.

Members meet with Management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by BDO Canada LLP, independent external auditors appointed by the Authority. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Authority's financial statements.

Chair Pat Warren TBC	Vice Chair Harold Wright TBC

Draft

Independent Auditor's Report

To the Members of Kawartha Region Conservation Authority

Opinion

We have audited the financial statements of Kawartha Region Conservation Authority, (the "Authority") which comprise the statement of financial position as at December 31, 2023, and the statements of operations and accumulated surplus, change in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Authority as at December 31, 2023, and the results of its operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Authority or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Authority's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authorities internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authorities ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Authorities to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Authority to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Barrie, Ontario
TBC

Draft

Kawartha Region Conservation Authority
Statement of Financial Position

December 31	2023	2022
Financial assets		
Cash and cash equivalents (Note 3)	**$ 3,611,626**	$ 3,395,977
Accounts receivable (Note 4)	**332,045**	323,338
	3,943,671	3,719,315
Financial liabilities		
Accounts payable and accrued liabilities	**448,397**	390,287
Deferred revenue (Note 5)	**1,140,054**	1,011,057
Deferred revenue - source water protection (Note 5)	**75,599**	105,609
Deferred revenue - planning and regulation (Note 5)	**469,980**	454,004
Deferred capital contributions	**62,412**	55,440
	2,196,442	2,016,397
Net financial assets	**1,747,229**	1,702,918
Non-financial assets		
Tangible capital assets (Note 6)	**3,722,398**	3,660,227
Prepaid expenses	**28,191**	36,901
	3,750,589	3,697,128
Accumulated surplus (Note 9)	**$ 5,497,818**	$ 5,400,046

Contingent Liabilities (Note 12)

Approved by Board

_____ Chair

_____ Vice Chair

Draft

The accompanying notes are an integral part of these financial statements

Kawartha Region Conservation Authority
Statement of Operations and Accumulated Surplus

For the year ended December 31	Budget 2023 (Note 2)	**2023**	2022
Revenue			
Municipal levies:			
General operating	$ 1,715,325	**$ 1,715,325**	$ 1,653,325
Special operating	106,900	**67,625**	45,059
General benefiting	40,000	**33,018**	6,160
Special benefiting	1,009,900	**702,840**	499,357
	2,872,125	**2,518,808**	2,203,901
Planning and development services (Schedule A)	603,200	**629,740**	615,027
Integrated watershed management (Schedule B)	70,400	**91,802**	64,857
Stewardship and conservation lands (Schedule C)	136,250	**112,603**	251,827
Corporate services (Schedule D)	86,800	**208,581**	117,925
Special projects (Schedule E)	222,400	**395,843**	224,070
Capital contributions	-	**22,953**	5,528
	3,991,175	**3,980,330**	3,483,135
Expenses			
Planning and development services (Schedule A)	865,686	**873,932**	702,285
Integrated watershed management (Schedule B)	549,585	**554,684**	507,579
Stewardship and conservation lands (Schedule C)	390,099	**461,811**	438,555
Corporate services (Schedule D)	790,330	**854,819**	768,482
Special projects (Schedule E)	1,349,000	**1,137,312**	768,647
	3,944,700	**3,882,558**	3,185,548
Annual surplus	46,475	**97,772**	297,587
Accumulated surplus, beginning of year	5,400,046	**5,400,046**	5,102,459
Accumulated surplus, end of year	$ 5,446,521	**$ 5,497,818**	$ 5,400,046

Draft

The accompanying notes are an integral part of these financial statements

Kawartha Region Conservation Authority
Statement of Change in Net Financial Assets

For the year ended December 31	Budget 2023 (Note 2)	**2023**	2022
Annual surplus	$ 46,475	**$ 97,772**	$ 297,587
Acquisition of tangible capital assets	-	**(143,515)**	(63,243)
Amortization of tangible capital assets	-	**78,833**	75,190
Loss on disposal of tangible capital assets	-	**2,511**	5,016
	46,475	**35,601**	314,550
Change in prepaid expenses	-	**8,710**	(15,299)
Change in net financial assets	46,475	**44,311**	299,251
Net financial assets, beginning of year	1,702,918	**1,702,918**	1,403,667
Net financial assets, end of year	$ 1,749,393	**$ 1,747,229**	$ 1,702,918

Draft

The accompanying notes are an integral part of these financial statements

Kawartha Region Conservation Authority
Statement of Cash Flows

For the year ended December 31	2023	2022
Operating Transactions		
Annual surplus	$ 97,772	$ 297,587
Non-cash changes to operations:		
Amortization of tangible capital assets	78,833	75,190
Loss on disposal of tangible capital assets	2,511	5,016
Changes in non-cash operating items:		
Accounts receivable	(8,707)	19,969
Prepaid expenses	8,710	(15,299)
Accounts payable and accrued liabilities	58,110	(76,104)
Deferred revenue	128,997	116,211
Deferred revenue - source water protection	(30,010)	(24,300)
Deferred revenue - planning and regulation	15,976	50,743
Total Operating Transactions	352,192	449,013
Capital Transactions		
Deferred capital contributions	6,972	3,450
Acquisition of tangible capital assets	(143,515)	(63,243)
Total Capital Transactions	(136,543)	(59,793)
Increase in cash and cash equivalents	215,649	389,220
Cash and cash equivalents, beginning of year	3,395,977	3,006,757
Cash and cash equivalents, end of year	$ 3,611,626	$ 3,395,977
Supplemental cash flow information:		
Cash	$ 3,558,407	$ 3,345,007
Money market funds	53,219	50,970

Draft

The accompanying notes are an integral part of these financial statements

1. Summary of Significant Accounting Policies

Nature of the Authority

Kawartha Region Conservation Authority (the "Authority") was established on October 31, 1979, in accordance with Section 3(1) of the Conservation Authorities Act of Ontario. The Authority is classified as a registered charity under the Income Tax Act (Canada) and as such, is not subject to income taxes provided certain disbursement requirements are met. The objective of the Authority, as stated by the Conservation Authorities Act R.S.O. 1990 is "to provide for the organization and delivery of programs and services that further the conservation, restoration, development and management of natural resources in watersheds in Ontario".

Management's Responsibility

The financial statements of the Authority are the responsibility of management. They have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board ("PSAB") of The Chartered Professional Accountants of Canada.

Basis of Accounting

Revenue and expenses are reported on the accrual basis of accounting whereby they are reflected in the accounts in the year in which they have been earned and incurred, respectively, whether or not such transactions have been settled by the receipt or payment of money.

Various revenue and expense items flow through the statement of financial activities based on their general nature in relation to operating activities. To the extent that these revenue and expense items relate to specific reserve balances, these items are reflected on Schedule F - Continuity of Reserves

Cash and Cash Equivalents

Cash and cash equivalents comprise cash on hand, demand deposits and short-term cashable investments. Short-term investments are highly liquid, subject to insignificant risk of changes in value.

Draft

1. Summary of Significant Accounting Policies (continued)

Non-Financial Assets, Tangible Capital Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost, less accumulated amortization. Cost includes all amounts directly attributable to acquisition, construction, development or betterment of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset using the following rates:

Buildings	10 - 40 years
Conservation area improvements	10 - 50 years
Gauge stations and monitoring wells	10 - 50 years
Vehicles	10 years
Furniture and fixtures	7 - 10 years
Equipment	5 - 10 years
Computers and computer software	3 - 10 years

Assets under construction are not amortized until the asset is available for productive use, at which time, they are capitalized.

(ii) Contributed Tangible Capital Assets

Tangible capital assets received as contributions are recorded at the fair value at the date of receipt.

Vacation pay and lieu time liabilities

Vacation credits earned but not taken and lieu time entitlements are accrued as earned. Vacation credits earned do not vest over time.

Reserves

Reserves are established under approval of the Kawartha Region Conservation Authority (Kawartha Conservation) Board of Directors. The recommendation of reserves and appropriations fall under the authority of the CAO and the Director of Corporate Services. Increases or decreases in these reserves are made by appropriations to or from operations. Any use of funds from a reserve shall be authorized by the Board of Directors as outlined in procedure.

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1. **Summary of Significant Accounting Policies** (continued)

Government transfers

Government transfers and municipal levies are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Government transfers and municipal levies are recognized as deferred revenue when transfer stipulations give rise to a liability. Government transfers and municipal levies are recognized in the statement of operations as the stipulation liabilities are settled.

Restricted Revenue

Contributions, other than government transfers, are deferred when restrictions are placed on their use by the external contributor, and are recognized as revenue when used for the purpose specified. Contributions relating to capital assets are deferred and amortized over the useful life of the related asset.

Other Revenue

Other grants, donations and contributions, investment income and authority-generated revenue including permit fees are recognized when the related services are performed.

Pension Plan

The Authority is an employer member of the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer, defined benefit pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. The Authority has adopted defined contribution plan accounting principles for this Plan because insufficient information is available to apply defined benefit plan accounting principles. The Authority records as pension expense the current service cost, amortization of past service costs and interest costs related to the future employer contributions to the Plan for past employee service.

Use of Estimates

The preparation of the financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. The principal estimates used in the preparation of these financial statements include accounts receivable, estimated provisions for accrued liabilities, the estimated useful lives of tangible capital assets and valuation of tangible capital assets. Actual results could differ from management's best estimates as additional information becomes available in the future.

Draft

1. **Summary of Significant Accounting Policies** (continued)

Financial Instruments

Cash and equity instruments quoted in an active market are measured at fair value. Accounts receivable and accounts payable are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the statement of financial position.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

Transaction costs are added to the carrying value for financial instruments measured using cost or amortized cost. Transaction costs are expensed for financial instruments measured at fair value.

The Authority's financial assets comprise of cash and cash equivalents including investments which are recorded at fair value; and accounts receivable which are recorded at amortized cost. The Authority's financial liabilities comprise of accounts payable and accrued liabilities which are recorded at amortized cost.

Asset Retirement Obligation

A liability for an asset retirement obligation is recognized when there is a legal obligation to incur retirement costs in relation to a tangible capital asset; the past transaction or event giving rise to the liability has occurred; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability is recorded at an amount that is the best estimate of the expenditure required to retire a tangible capital asset at the financial statement date. This liability is subsequently reviewed at each financial reporting date and adjusted for the passage of time and for any revisions to the timing, amount required to settle the obligation or the discount rate. Upon the initial measurement of an asset retirement obligation, a corresponding asset retirement cost is added to the carrying value of the related tangible capital asset if it is still in productive use. This cost is amortized over the useful life of the tangible capital asset. If the related tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed.

Draft

2. Budget Figures

The Budget for 2023 was adopted by the Board of Directors on May 25, 2023. The budget was prepared on a cash basis (based on expected cash inflows and outflows), while Canadian public sector accounting standards now require the reporting of actual results on the financial statements to be prepared on a full accrual basis. The budget figures presented in the statements of operations and change in net financial assets represent the 2023 budget adopted by the Board.

	Revenue	Expense	Net
Board approved budget:			
Operating	$ 4,566,550	$ 4,601,550	$ (35,000)
Less: Budgeted internal revenues	512,650	512,650	-
Budgeted capital expenses	-	144,200	144,200
Budgeted transfer from reserves	62,725	-	62,725
Adjusted budget per the statement of operations	$ 3,991,175	$ 3,944,700	$ 46,475

The budgeted numbers are unaudited.

3. Cash and Cash Equivalents

Cash equivalents is comprised of funds held in money market funds. Investment in money market funds are recorded at fair value.

As at year end, the Authority held $53,219 (2022 - $50,970) in money market funds with a fair value of $53,219 (2022 - $50,970).

4. Accounts Receivable

	2023	2022
Municipal levies	**$ 53,764**	$ 73,979
Federal and provincial	**15,731**	52,502
HST receivable	**70,978**	47,664
Other	**191,572**	149,193
	$ 332,045	$ 323,338

Draft

5. Deferred Revenue and Government Transfers

Revenue received but not earned at year end is as follows:

Deferred Revenue	2023	2022
Government Funding - Special Benefiting Projects:		
Durham - Plan Implementation	$ 134,560	$ 155,558
Durham - East Cross Forest	168,185	131,610
CKL - Lake Dalrymple	30,877	18,188
CKL - Plan Implementation	431,543	536,062
MOE, Conservation and Parks	-	4,925
Trent Lakes - Blue Canoe	8,521	8,521
Trent Lakes - Flood Plain Mapping	220,150	-
Government Funding - Special Joint Benefiting Capital Projects:		
City of Kawartha Lakes and Durham Region	64,427	34,208
Government Funding - Other Deferred Projects:		
Digitization of Corporate Records	27,287	24,955
Environmental Monitoring Strategy Implementation	2,132	-
Levy Stability	7,428	7,426
Other Deferred Projects:		
Grants and Self-Generated	44,943	89,604
	$ 1,140,053	$ 1,011,057

Deferred Revenue - Source Water Protection	2023	2022
Government Funding - Source Water Protection Program	$ 75,599	$ 105,609

Deferred Revenue - Planning and Regulation	2023	2022
Section 28 Regulations - Large Scale Fill	$ 274,513	$ 283,538
Permit and Subdivision Applications	195,467	170,466
	$ 469,980	$ 454,004

These amounts are recognized as revenue as directly related expenses are incurred. Unless otherwise noted, deferred revenue received comes from non-government sources.

Draft

6. Tangible Capital Assets

	2023						
	Land and Land Custodianship	Conservation Area Improvements	Buildings	Vehicles	Machinery and Equipment	Furniture and Fixtures	Total
Cost							
Balance, beginning of year	$ 2,629,799	$ 428,640	$ 1,204,955	$ 180,788	$ 444,059	$ 121,068	$ 5,009,309
Add: Additions during the year	6,614	32,699	11,549	-	92,653	-	143,515
Add: Transfers	-	-	-	-	-	-	-
Less: Disposals during the year	-	(44,908)	-	(46,539)	(117,787)	(15,499)	(224,733)
Balance, end of year	2,636,413	416,431	1,216,504	134,249	418,925	105,569	4,928,091
Accumulated amortization							
Balance, beginning of year	-	267,049	485,196	151,162	328,649	117,026	1,349,082
Add: Amortization during the year	-	10,424	30,649	6,237	30,100	1,423	78,833
Less: Amortization on disposals	-	(44,908)	-	(46,539)	(115,276)	(15,499)	(222,222)
Balance, end of year	-	232,565	515,845	110,860	243,473	102,950	1,205,693
Net book value of tangible capital assets	$ 2,636,413	$ 183,866	$ 700,659	$ 23,389	$ 175,452	$ 2,619	$ 3,722,398

Draft

6. Tangible Capital Assets (continued)

	2022						
	Land and Land Custodianship	Conservation Area Improvements	Buildings	Vehicles	Machinery and Equipment	Furniture and Fixtures	Total
Cost							
Balance, beginning of year	$ 2,628,934	$ 379,911	$ 1,204,955	$ 180,788	$ 444,741	$ 121,068	$ 4,960,397
Add: Additions during the year	865	48,729	-	-	13,649	-	63,243
Less: Disposals during the year	-	-	-	-	(14,331)	-	(14,331)
Balance, end of year	2,629,799	428,640	1,204,955	180,788	444,059	121,068	5,009,309
Accumulated amortization							
Balance, beginning of year	-	260,598	454,541	144,881	307,584	115,603	1,283,207
Add: Amortization during the year	-	6,451	30,655	6,281	30,380	1,423	75,190
Less: Amortization on disposals	-	-	-	-	(9,315)	-	(9,315)
Balance, end of year	-	267,049	485,196	151,162	328,649	117,026	1,349,082
Net book value of tangible capital assets	$ 2,629,799	$ 161,591	$ 719,759	$ 29,626	$ 115,410	$ 4,042	$ 3,660,227

Tangible capital assets under construction have a value of $47,834 (2022 - $41,503) and have not been amortized. Amortization of these assets will commence when the assets are put into service.

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6. Tangible Capital Assets (continued)

Included in land and land custodianship is $25,000 contributed to the acquisition of Dewey's Island. The Authority contributed to the acquisition of Dewey's Island by the Nature Conservancy of Canada in 1993. The Authority felt the acquisition was necessary to ensure the long-term protection of this Class 1 wetland. A custodial agreement was negotiated with The Nature Conservancy of Canada by the Authority. The agreement gives the Authority the management responsibilities for the property, as well as the first option to purchase in the case of any eventual sale by the Nature Conservancy of Canada.

Included in land and land custodianship is $10,000 contributed to the acquisition of Tuckerman property. The Authority contributed to the acquisition of the Tuckerman property by Ontario Heritage Trust in 2004. The Authority felt the acquisition was necessary to ensure the long-term protection of this Class 1 wetland. A custodial agreement was negotiated with Ontario Heritage Trust and Ducks Unlimited Canada by the Authority. The agreement gives the Authority the management responsibilities for the property, as well as the first option to purchase in the case of any eventual sale by Ontario Heritage Trust.

7. Credit Facility

The Authority has a $350,000 revolving line of credit held with Royal Bank of Canada at prime plus 0% interest. As at December 31, 2023, no amount has been drawn (2022 - $Nil).

8. Related Entity

Kawartha Conservation Foundation is a registered charitable organization whose mission is to support the vision and mandate of Kawartha Conservation, by raising funds and promoting awareness to the community to restore and sustain a healthy environment for future generations.

9. Accumulated Surplus

Accumulated surplus consists of the following:

	2023	2022
Surpluses		
Internal 'current' and 'capital' funds	**$ 1,560,559**	$ 1,509,719
Invested in tangible capital assets	**3,659,986**	3,604,787
Reserves	**277,273**	285,540
Accumulated surplus	**$ 5,497,818**	$ 5,400,046

Draft

10. Expenses by Object

	2023	2022
Amortization	$ 78,833	$ 75,190
Consulting and other professional fees	233,702	214,285
Grants	54,844	37,801
(Gain)/Loss on disposal of capital assets	(2,762)	5,016
Insurance	55,530	45,216
Interest and bank charges	4,966	4,091
Office	114,021	92,499
Program related	501,274	357,845
Repairs and maintenance	72,709	66,652
Training	18,249	6,596
Utilities and property taxes	41,236	39,388
Vehicle and travel	43,728	23,237
Wages and benefits	2,672,723	2,224,052
	$ 3,889,053	$ 3,191,868

11. Pension Plan

The Authority makes contributions to the Ontario Municipal Employees' Retirement System ("OMERS"), which is a multi-employer plan, on behalf of all full-time members of its staff. The plan is a defined benefit plan, which specifies that amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including the investment of assets and administration of benefits. OMERS provides pension services to more than 500,000 active and retired members and approximately 1,000 employees.

Each year an independent actuary determines the status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2023. The results of this valuation disclosed total actuarial liabilities of $136.2 billion in respect of benefits accrued for service with actuarial assets at that date of $132 billion indicating an actuarial deficit of $4.2 billion. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Authority does not recognize any share of the OMERS pension surplus or deficit. Contributions made by the Authority to OMERS for 2023 were $201,544 (2022 - $156,561).

12. Contingent Liabilities

The Authority, as is common with all regulatory agencies, may be subject to appeals and lawsuits in regard to decisions rendered. Legal defence costs are accrued when such an action commences but damages and penalties are only accrued when action is considered to be of reasonable merit.

There are no unresolved legal claims outstanding against the Authority as at December 31, 2023.

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13. Financial Instruments Risks

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Authority is exposed to credit risk resulting from the possibility that a counterparty to a financial instrument defaults on their financial obligations; if there is a concentration of transactions carried out with the same counterparty; or of financial obligations which have similar economic characteristics such that they could be similarly affected by changes in economic conditions. The Authority's financial instruments that are exposed to concentrations of credit risk relate primarily to its accounts receivable. The majority of the Authority's receivables are from government resources.

There has been no change to this risk from the prior year.

Liquidity risk

Liquidity risk is the risk that the Authority will encounter difficulty in meeting its obligations associated with financial liabilities. Liquidity risk includes the risk that, as a result of operational liquidity requirements, the Authority will not have sufficient funds to settle a transaction on the due date. The Authority is exposed to this risk mainly in respect of its accounts payable. The Authority mitigates this risk by ensuring that it always has sufficient cash to allow it to meet its liabilities when they become due.

There has been no change to this risk from the prior year.

14. Comparative Figures

Certain comparative figures have been reclassified to conform with current year presentation.

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15. Program Information

Certain allocation methodologies are employed in the preparation of program financial information. Government grants, user charges, transfers from other funds, and other revenue are allocated to the specific program or service they relate to. Expense allocations are both internal and external. Activity based costing is used to allocate internal support costs to departments. These costs include the net expenditures for departments, such as human resources, information systems, finance and others, commonly referred to as overhead. The Authority allocated its activities into four main program areas which are reported in the accompanying supplementary schedules to the financial statements.

Planning and Development Services

This department is responsible for planning, permitting and enforcement. Planning and Development Services fulfills the delegated responsibility of commenting on behalf of the Province of Ontario on planning matters related to natural hazards, administers Section 28 Regulation of the Conservation Authorities Act, Ontario Regulation 182/06 and ensures compliance of development activities impacting natural regulated features within the watershed.

Integrated Watershed Management

This department's primary responsibilities include protecting people and property across the watershed from flooding, developing and implementing watershed management plans, monitoring water quality and quantity, conducting research and assessments and supporting our stakeholders and partners by providing environmental spatial information to assist with decision making.

The department works closely with municipalities to provide technical expertise and advice on issues related to climate change, stormwater management, watershed planning and other technical information. The objective of the Integrated Watershed Management department at Kawartha Conservation is to maintain health and sustainability of the region's watersheds for the benefit of both the environment and the community.

Stewardship and Conservation Lands

Kawartha Conservation owns and manages over 1,300 hectares of Conservation Lands with visitors including the general public, schools, special interest groups, and tourists. This department is responsible for supporting the advancement of the Conservation Lands programs including property maintenance, trail management and development, invasive species control, infrastructure improvements, and contributing to the strategic goals and advancement of the department.

Stewardship initiatives are primarily supported through special projects within the City of Kawartha Lakes and Region of Durham through Special Projects.

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15. Program Information (continued)

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. Corporate Services is responsible for Finance, Human Resources, Health & Safety, Asset Management, Information Technology, Records Management and Corporate Communications.

Special 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 entirely or in apportionment with another benefiting municipality. Special projects include development and implementation of Lake Management Plans, updates to our watershed plans in the Region of Durham, floodplain mapping and tree planting initiatives. 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. General projects include website enhancements and the digitisation of corporate records and implementation of our 10-year Environmental Strategy.

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Kawartha Region Conservation Authority
Planning and Development Services
Schedule A

For the year ended December 31, 2023 with comparative information for 2022

	2023 Budget (Note 2)	**2023 Actual**	2022 Actual
Revenue:			
Drinking Water Source Protection	$ 63,200	**$ 56,666**	$ 101,050
Planning and Permitting Fees	420,000	**489,389**	405,787
Large Scale Fill Permits	10,000	**12,773**	13,246
Municipal Agreement, Risk Management Official	60,000	**53,402**	44,792
MOU, Flood Plain Mapping	50,000	**17,510**	50,152
Total Program Generated Revenue	603,200	**629,740**	615,027
Municipal Levy	262,486	**262,486**	187,849
Total Revenue	865,686	**892,226**	802,876
Expenses:			
Clean Water Act Enforcement	60,000	**53,402**	44,792
Drinking Water Protection	63,200	**56,666**	101,050
Large Scale Fill	5,000	**-**	1,327
MOU, Flood Plain Mapping	1,000	**1,005**	7,500
Planning and Development Services	808,200	**824,656**	585,392
	937,400	**935,729**	740,061
Internal Fee for Service	(71,714)	**(61,797)**	(37,776)
Total Expenses	865,686	**873,932**	702,285
Net Surplus for the Year	$ -	**$ 18,294**	$ 100,591

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Kawartha Region Conservation Authority
Integrated Watershed Management
Schedule B

For the year ended December 31, 2023 with comparative information for 2022

	2023 Budget (Note 2)	**2023 Actual**	2022 Actual
Revenue:			
Fee for Service	$ 1,000	**$ 175**	$ 452
Grants and Donations	10,300	**9,635**	3,231
Innovation Hub	34,500	**57,352**	36,534
MNRF Transfer Payment	24,600	**24,640**	24,640
Total Program Generated Revenue	70,400	**91,802**	64,857
Municipal Levy	481,765	**479,185**	529,628
Total Revenue	552,165	**570,987**	594,485
Expenses:			
Environmental Information Services	123,950	**125,866**	81,587
Environmental Monitoring	338,000	**332,119**	298,064
Flood & Water Level Monitoring	16,350	**23,317**	77,612
Watershed Management & Support	162,900	**140,042**	122,576
Innovation Hub	28,350	**36,402**	18,145
	669,550	**657,746**	597,984
Internal Fee for Service	(119,965)	**(103,062)**	(90,405)
Total Expenses	549,585	**554,684**	507,579
Net Surplus for the Year	$ 2,580	**$ 16,303**	$ 86,906

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Kawartha Region Conservation Authority
Stewardship and Conservation Lands
Schedule C

For the year ended December 31, 2023 with comparative information for 2022

	2023 Budget (Note 2)	**2023 Actual**	2022 Actual
Revenue:			
Conservation Areas	$ 58,950	**$ 63,160**	$ 54,638
Donations	15,000	**2,957**	8,011
Education	4,300	**12,691**	1,852
Grants	18,000	**23,318**	96,275
Restoration Management	40,000	**10,477**	91,051
Total Program Generated Revenue	136,250	**112,603**	251,827
Municipal Levy	253,849	**253,849**	229,687
Total Revenue	390,099	**366,452**	481,514
Expenses:			
Dewey Island	100	**-**	-
Education Program	1,300	**12,454**	5,700
Fleetwood Creek Natural Area	8,700	**8,560**	9,295
Habitat Comp. Program	40,000	**8,728**	20,445
Ken Reid CA	49,050	**69,692**	62,138
Land Management & Support	429,000	**487,230**	417,976
Pigeon River Headwaters	10,450	**4,867**	8,644
Windy Ridge CA	3,750	**3,038**	2,099
	542,350	**594,569**	526,297
Internal Fee for Service	(152,251)	**(132,758)**	(87,742)
Total Expenses	390,099	**461,811**	438,555
Net Surplus (Deficit) for the Year	$ -	**$ (95,359)**	$ 42,959

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Kawartha Region Conservation Authority
Corporate Services
Schedule D

For the year ended December 31, 2023 with comparative information for 2022

	2023 Budget (Note 2)	**2023 Actual**	2022 Actual
Revenue:			
Donations	$ -	**$ 2,124**	$ 2,308
Grants and Other Revenue	24,200	**32,758**	39,974
Investment Income	62,600	**173,699**	75,643
Total Program Generated Revenue	86,800	**208,581**	117,925
Municipal Levy	673,930	**673,930**	706,161
Capital Levy Contribution	45,875	**45,875**	-
Total Revenue	806,605	**928,386**	824,086
Expenses:			
Amortization	60,000	**78,833**	75,190
Communication	138,200	**157,529**	140,178
Corporate Services	785,850	**761,210**	674,193
(Gain)/Loss on Disposal of TCA	-	**(2,764)**	5,016
Internal Recovery - Vehicle & Equipment Pool	(25,000)	**4,958**	(5,556)
	959,050	**999,766**	889,021
Internal Fee for Service	(168,720)	**(144,947)**	(120,539)
Total Expenses	790,330	**854,819**	768,482
Net Surplus for the Year	$ 16,275	**$ 73,567**	$ 55,604

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Kawartha Region Conservation Authority
Special Projects
Schedule E

For the year ended December 31, 2023 with comparative information for 2022

	2023 Budget (Note 2)	**2023 Actual**	2022 Actual
Revenue:			
Climate Change Funding	$ 18,000	**$ 18,000**	$ 18,000
Fee for Service	38,400	**35,574**	14,038
Grants and Other	139,000	**310,425**	161,674
Product Sales	27,000	**31,844**	30,358
Total Program Generated Revenue	222,400	**395,843**	224,070
General Benefiting	40,000	**33,018**	6,160
Special Benefiting	1,009,900	**702,840**	499,357
Special Operating	106,900	**67,625**	45,059
Total Revenue	1,379,200	**1,199,326**	774,646
Expenses:			
CKL - Flood Plain Mapping	-	**57,875**	12,483
CKL - Implementation Science	160,200	**127,585**	95,925
CKL - Implementation Stewardship	316,900	**295,843**	249,358
CKL - Lake Dalrymple	69,300	**56,612**	65,322
CKL & Durham - Tree Planting Program	187,700	**217,192**	136,193
Durham - ECF	106,900	**97,484**	55,999
Durham - Implementation Science	83,020	**80,360**	49,662
Durham - Implementation Stewardship	65,800	**49,768**	47,259
Durham - LSEP	41,580	**51,980**	33,666
Durham - Watershed Planning	27,300	**28,234**	22,620
Digitization Project	15,000	**11,353**	160
Monitoring Strategy	25,000	**10,176**	-
Trent Lakes - Flood Plain Mapping	250,300	**52,850**	-
Total Expenses	1,349,000	**1,137,312**	768,647
Net Surplus for the Year	$ 30,200	**$ 62,014**	$ 5,999

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Kawartha Region Conservation Authority
Continuity of Reserves
Schedule F

For the year ended December 31, 2023 with comparative information for 2022

2023	Balance, December 31, 2022	Appropriation (to) from Operations	Additions	Balance, December 31, 2023
Unrestricted	$ 857,599	$ 50,840	$ -	$ 908,439
Capital Assets Acquisitions	538,765	-	-	538,765
Conservation Initiatives	113,355	-	-	113,355
Externally Restricted				
Durham East Cross Forest Conservation Area	39,600	-	-	39,600
Windy Ridge Conservation Area	22,826	(788)	-	22,038
Ken Reid Conservation Area	89,450	-	-	89,450
Scugog Land Acquisitions	133,664	(7,479)	-	126,185
	1,795,259	42,573	-	1,837,832
Capital Reserve	3,604,787	55,199	-	3,659,986
	$ 5,400,046	$ 97,772	$ -	$ 5,497,818

2022	Balance, December 31, 2021	Appropriation (to) from Operations	Additions	Balance, December 31, 2022
Unrestricted	$ 706,295	$ 151,304	$ -	$ 857,599
Capital Asset Acquisitions	400,532	138,233	-	538,765
Conservation Initiatives	83,594	29,761	-	113,355
Externally Restricted				
Durham East Cross Forest Conservation Area	39,600	-	-	39,600
Windy Ridge Conservation Area	24,124	(1,298)	-	22,826
Ken Reid Conservation Area	89,450	-	-	89,450
Scugog Land Acquisitions	133,664	-	-	133,664
	1,477,259	318,000	-	1,795,259
Capital Reserve	3,625,200	(20,413)	-	3,604,787
	$ 5,102,459	$ 297,587	$ -	$ 5,400,046

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KAWARTHA CONSERVATION

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 Issued: 2024-023 to 2024-033, 2024-035 to 2024-044, 2024-046 to 2024-068
Permits Revised: 2023-187

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 goal of achieving a 14-day timeframe for determination of a complete application, and a decision on issuance of a permit is tied to a goal of 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

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

As displayed in Table 1, during the month of February, our team issued 44 permits and met approximately 93% of the metric for application review timelines and met 86% of issuing permits within the Client Service Standard timeframes.

Our application review timelines have improved in terms of percentage of applications meeting guidelines, with an increase of 15% in the number of applications meeting guidelines from the previous reporting period. Permit issuance statistics have remained relatively consistent in the percentage of applications meeting guidelines compared to reporting throughout the annum.

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

Month	Application Review		Permit Issuance	
	No.	%	No.	%
February	41/44	93%	38/44	86%

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					
2024-033	Application Review	14	15	1	Analysis of new information source aiding in permit review
2024-035	Application Review	14	18	4	Site visit required
2024-062	Application Review	14	17	3	Delays due to workload pressures
2024-042	Permit Issuance	21	25	4	Delays due to workload pressures
2024-043	Permit Issuance	21	25	4	Determined that an updated cross section was required during review and issuance stage
2024-047	Permit Issuance	14	29	15	Delays due to workload pressures

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

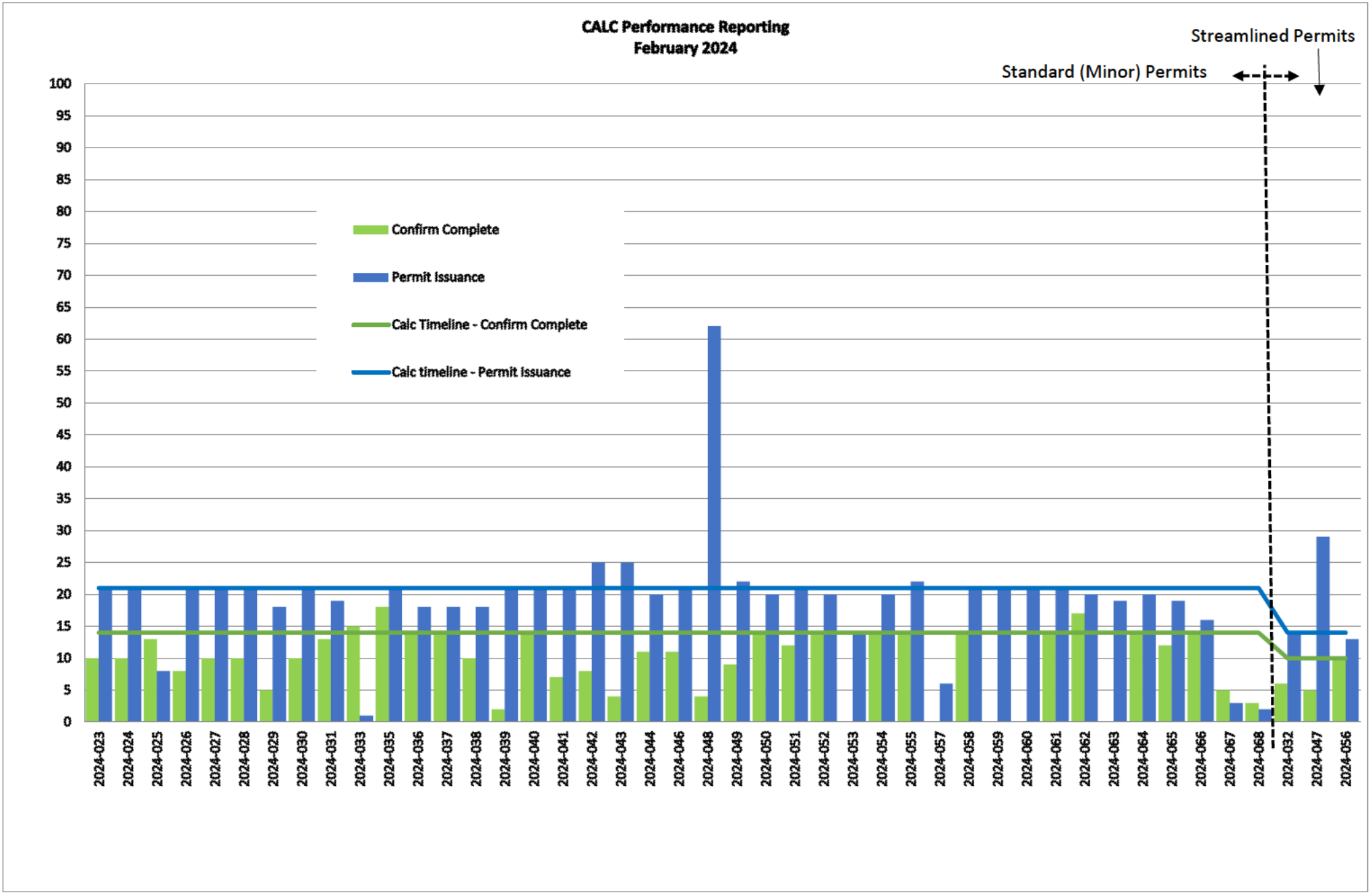
Permit Number	Guideline Not Met	CALC Review Guideline	# Days Taken	Days Over	Reason
2024-048	Permit Issuance	21	62	41	A site visit and wet floodproofing proposal was determined to be required after application was deemed complete
2024-049	Permit Issuance	21	22	1	Delays due to workload pressures
2024-055	Permit Issuance	21	22	1	Delays due to workload pressures

Please see attached reports for additional details.

Acknowledgements/Contributions from:
Will Chapple, Permitting Analyst
Amanda Brazeau, Administrative and Client Services

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

PERMITS ISSUED						
Permit #	Permit Type	Address	Geographic Township	Municipality	Date Issued	Description
2023-187 (REVISED)	Standard	7 Canal St	Cartwright	Scugog	February 7, 2024	Revised to reduce the size of the proposed addition and attach updated site plan.
2024-023	Standard	3206 Pogue Rd	Scugog Island	Scugog	February 2, 2024	Open cut for the installation of residential gas service
2024-024	Standard	3049 Demara Rd (Part of 3069 Demara Rd)	Scugog Island	Scugog	February 2, 2024	Open cut for the installation of residential gas service
2024-025	Standard	45 King St W	Omemee (Town)	City of Kawartha Lakes	February 2, 2024	Construction of residential dwelling with basement and attached garage
2024-026	Standard	429 Solanum Way	Manvers	City of Kawartha Lakes	February 2, 2024	Construction of a new greenhouse with geothermal piping on new gravel pad.
2024-027	Standard	95 Lakeview Cottage Rd	Bexley	City of Kawartha Lakes	February 2, 2024	Construction of a second-storey addition to existing dwelling, demolition of existing shed, and installation of new septic.
2024-028	Standard	Snake Point Rd & East St S	Bobcaygeon (Town)	City of Kawartha Lakes	February 2, 2024	Horizontal directional drilling and/or open cut for the installation of gas services.
2024-029	Standard	24 Osprey Rd	Emily	City of Kawartha Lakes	February 2, 2024	Demolition of existing boathouse and installation of shoreline erosion protection using armour stone and sloped rock.
2024-030	Standard	11 Cedar Ridge Dr	Mariposa	City of Kawartha Lakes	February 2, 2024	Open cut for the installation of residential gas service.
2024-031	Standard	96 West Bay Blvd	Bexley	City of Kawartha Lakes	February 7, 2024	Repair and addition to existing wet slip boat house.
2024-032	Streamlined	221 West St	Verulam	City of Kawartha Lakes	February 8, 2024	Decommissioning and replacement of an existing septic system
2024-033	Standard	65 Laird Dr	Fenelon	City of Kawartha Lakes	February 7, 2024	Installation of a new septic system
2024-035	Standard	19 Hawke Dr	Emily	City of Kawartha Lakes	February 9, 2024	Construction of 1.5 storey dwelling with concrete slab on grade foundation, fill placement for horseshoe driveway extension with culvert across drainage ditch, and relocation of existing accessory structure to outside of the regulated area.
2024-036	Standard	122 Ambleside Dr	Scugog Island	Scugog	February 9, 2024	Horizontal directional drilling for the installation of gas services.
2024-037	Standard	116 Ambleside Dr	Scugog Island	Scugog	February 9, 2024	Horizontal directional drilling for the installation of gas services.
2024-038	Standard	328 Forest Harbour Trail	Verulam	City of Kawartha Lakes	February 9, 2024	Interior and exterior renovations to existing dwelling.
2024-039	Standard	211 Riverside Dr	Harvey	City of Kawartha Lakes	February 13, 2024	Installation of shoreline erosion protection using armour stone and sloped rock.
2024-040	Standard	Kenhill Beach Rd	Verulam	City of Kawartha Lakes	February 14, 2024	Municipal drainage improvement to include deepening, widening, and realignment of existing roadside ditches and replacement of entrance culverts and cross culvert.
2024-041	Standard	1082 B Lilac Rd	Ops	City of Kawartha Lakes	February 16, 2024	Fill placement and the construction of a new meeting house.
2024-042	Standard	Cedar Glen Rd Culvert	Verulam	City of Kawartha Lakes	February 20, 2024	Replacement of a culvert.
2024-043	Standard	48 South Fork Dr	Somerville	City of Kawartha Lakes	February 20, 2024	Installation of shoreline erosion protection using sloped rock, and installation of armour stone and sloped rock dock abutment.
2024-044	Standard	Little Bob Drive	Bobcaygeon (Town)	City of Kawartha Lakes	February 20, 2024	Horizontal directional drilling for the installation of gas services.
2024-046	Standard	132 Washago Bay Lane	Cartwright	Scugog	February 21, 2024	Horizontal directional drilling/open cut for the installation of gas services.
2024-047	Streamlined	981 North Bay Dr	Bexley	City of Kawartha Lakes	February 23, 2024	Demolition and reconstruction of exterior porch and interior renovations.
2024-048	Standard	39 Queen St	Fenelon Falls (Town)	City of Kawartha Lakes	February 23, 2024	Construction of a residential addition with new deck.
2024-049	Standard	166 West Bay Blvd	Bexley	City of Kawartha Lakes	February 23, 2024	Renovation of existing garage to include an addition of 2nd storey and associated new roof.
2024-050	Standard	4181 Mckee Rd	Cartwright	Scugog	February 23, 2024	Partial demolition and reconstruction of an existing dwelling with minor addition to existing footprint.
2024-051	Standard	Mill St	Harvey	City of Kawartha Lakes	February 23, 2024	Horizontal directional drilling and/or open cut for the installation of gas services.
2024-052	Standard	Front St W	Bobcaygeon (Town)	City of Kawartha Lakes	February 23, 2024	Horizontal directional drilling for the installation of a new gas main.
2024-053	Standard	Lot 20, Concession 3 and Lot 21, Concession 3, Geographic Township of Ops	Ops	City of Kawartha Lakes	February 23, 2024	Standard compliance requirements; maintenance and repair of municipal drains constructed under the Drainage Act within regulated wetland limits
2024-054	Standard	56 Robinglade Ave	Mariposa	City of Kawartha Lakes	February 23, 2024	Open cut for the installation of gas services.
2024-055	Standard	Ellice St	Fenelon Falls (Town)	City of Kawartha Lakes	February 23, 2024	Excavation/grading/fill placement for the replacement of an existing culvert.
2024-056	Streamlined	1174 Pigeon Creek Rd	Manvers	City of Kawartha Lakes	February 26, 2024	Excavation and grade modifications for the construction of a new in-ground pool with associated deck and fence.
2024-057	Standard	18 Romany Ranch Rd	Fenelon	City of Kawartha Lakes	February 26, 2024	Removal and replacement of shoreline dock
2024-058	Standard	229 Pleasant Point Rd	Fenelon	City of Kawartha Lakes	February 29, 2024	Construction of a detached garage and fill placement for a new driveway.
2024-059	Standard	Regional Rd 21 (185m west of Mast Rd to 792m west of Christie Cres)	Reach	Scugog	February 29, 2024	Horizontal directional drilling for the installation of fibre conduits and utility services.
2024-060	Standard	Regional Rd 21 (257m east of Marsh Hill Rd to 179m west of Hwy 7&12)	Reach	Scugog	February 29, 2024	Horizontal directional drilling for the installation of fibre conduits and utility services.
2024-061	Standard	East St S	Bobcaygeon (Town)	City of Kawartha Lakes	February 29, 2024	Horizontal directional drilling for the installation of gas services.
2024-062	Standard	1988 Heights Rd	Verulam	City of Kawartha Lakes	February 29, 2024	Fill placement for a gravel pad and new access route, and the construction of a 75 meter telecommunication tower and accessory structure.
2024-063	Standard	Reach St (Medd Rd to 542m west of Highway 12 & 7)	Reach	Scugog	February 29, 2024	Horizontal directional drilling for the installation of fibre conduits and utility services.
2024-064	Standard	Vanier Crt	Bobcaygeon (Town)	City of Kawartha Lakes	February 29, 2024	Horizontal directional drilling for the installation of gas services.
2024-065	Standard	73 Lakeview Cres	Emily	City of Kawartha Lakes	February 29, 2024	Fill placement for septic alterations and upgrades.
2024-066	Standard	Pigeon Lake Rd	Harvey	City of Kawartha Lakes	February 29, 2024	Horizontal directional drilling for the installation of a new gas main.
2024-067	Standard	236 Francis St E	Fenelon Falls (Town)	City of Kawartha Lakes	February 29, 2024	Construction of a basement addition to existing structure.
2024-068	Standard	101 Springdale Dr	Ops	City of Kawartha Lakes	February 29, 2024	Construction of a ground-floor unheated sunroom as an addition to the existing dwelling.


CALC Performance Reporting
February 2024
Streamlined Permits
Standard (Minor) Permits
Confirm Complete
Permit Issuance
Calc Timeline - Confirm Complete
Calc timeline - Permit Issuance
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2024-056

KAWARTHA CONSERVATION

Agenda Item #8.2
BOD Meeting #3/24
March 28, 2024

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

From: Mark Majchrowski, CAO
Kristie Virgoe, Director, Stewardship and Conservation Lands

Re: Conservation Areas Strategy

KEY ISSUE:

To provide the Board of Directors with an introduction to the development of the mandated Conservation Areas Strategy.

RECOMMENDED RESOLUTION:
RESOLVED, THAT, the staff report on the development of the Conservation Areas Strategy be received.

BACKGROUND

The province introduced Ontario Regulation 686/21: Mandatory Programs and Services, which sets out the Mandatory Programs and Services which must be delivered by all Conservation Authorities in Ontario.

The regulation mandates that all Conservation Authorities are to prepare a Conservation Areas Strategy, to be made available to the public by December 31, 2024. The regulation also mandates that a Land Inventory be prepared for all the properties owned or controlled by the Conservation Authority and that it be linked to the Strategy to identify land use categories.

Together, the objective of the Conservation Areas Strategy and Land Inventory is to ensure that all conservation authorities have a documented and current set of objectives used to inform decision-making related to the land that they own or operate.

As detailed in the regulation, the Strategy shall include the following components:

- Overarching objectives to establish an approach to decision making for the authority.
- Identification of the programs and services that are provided on the properties we own and control, including the sources of financing for these programs and services.

- An assessment of how the conservation authority's owned and controlled lands may:
  - Augment any natural heritage located within their jurisdiction.
  - Integrate with other provincially or municipally owned lands or other publicly accessible lands and trails within the conservation authority's jurisdiction.
- Establish land use categories for the purpose of classifying lands in the mandatory Land Inventory. These categories are to be based on the types of activities that are engaged in on each parcel of land, or other matters of significance related to the parcel.
- A process for periodic review and updates to the strategy by the authority, including procedures to consult with stakeholders and the public during these periodic reviews.

Regulation 687/21 sets out to focus on provincially mandated programs and services, however, it does allow flexibility for the inclusion of both Category 2 and Category 3 programs and services provided by conservation authorities where MOUs struck with participating municipalities identify their inclusion. The MOUs that have been struck with our municipalities include the ability to include programs and services that are delivered on behalf of municipalities, and which have been determined by the board to be advisable. This strategy will include programs and services across multiple categories.

Kawartha Conservation does not have a Conservation Areas Strategy; however, we do have a land securement and disposition policy that identifies key criteria for consideration when acquiring new properties. This Policy, along with our Strategic Plan, and property management plans will help to inform the Conservation Areas Strategy.

APPROACH AND TIMELINE

Starting in 2023, staff have begun the first draft of our Land Inventory compiling existing files and data. Staff continue to work with our lawyer to pull together a full property titles listing to fill in the gaps that have been identified.

Starting in 2024, Kawartha Conservation staff have begun the work of developing the Conservation Areas Strategy. To assist in ensuring the strategy meets regulatory requirements, staff will be following a framework outlined in a Conservation Ontario publication, *Draft Guidance on the Conservation Authority Mandatory Conservation Area Strategy*.

This framework sets out key components of the strategy that need to be addressed, as well as the requirement for public consultation and engagement throughout the process.

A high-level timeline and process for the development of the Conservation Areas Strategy is shown below (Figure 2).

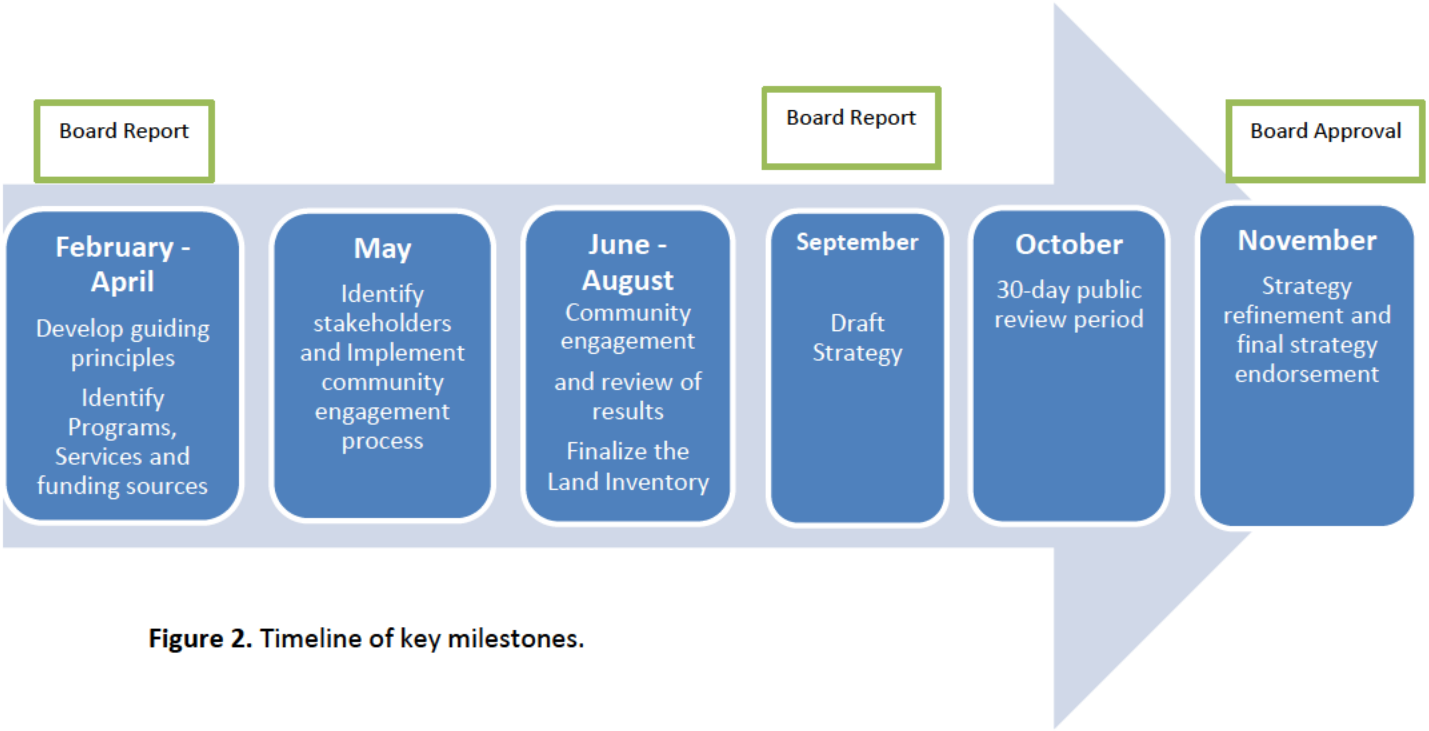


Figure 2. Timeline of key milestones.

NEXT STEPS

Over the next few months, we will be focusing efforts on internal data gathering, reviewing existing strategies and management plans to develop a draft framework to take for public engagement. A full community engagement process will be developed for implementation during the summer to capture input from conservation area users. Simultaneously, staff will work with our legal counsel to finalize the Land Inventory component of the strategy.

For more information, please contact Kristie Virgoe, at extension 214.

KAWARTHA CONSERVATION

Agenda Item #8.3
BOD Meeting #3/24
March 28, 2024

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 #3/24 be received.

CORPORATE SERVICES

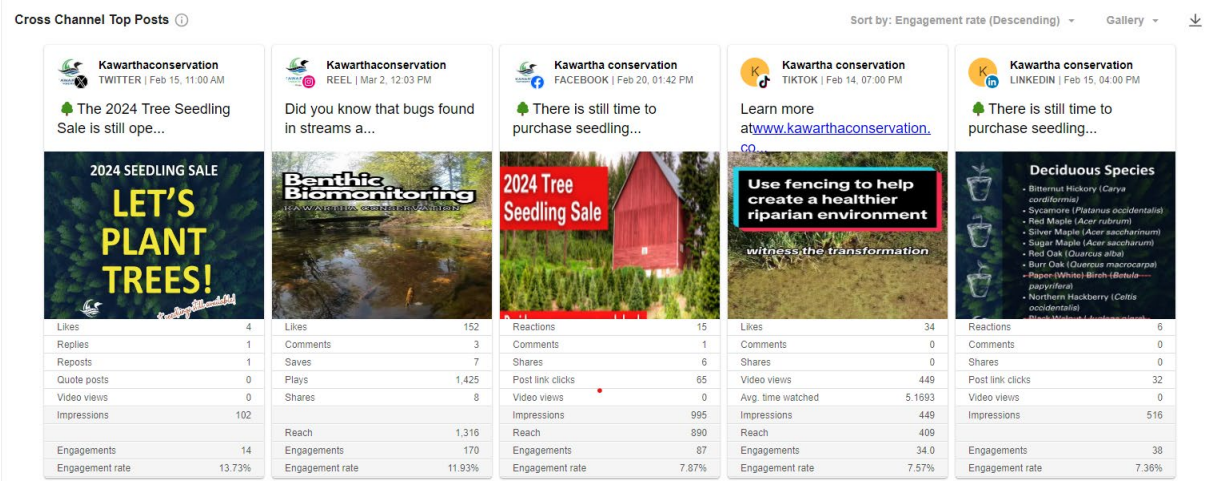
A major focus for this month has been the review and analysis of the Conservation Authorities Act amendments and new regulation pertaining to our permitting activities. Implementation of measures, with the intent of coming into compliance as quickly as possible are being developed. Staff were also engaged with finalizing our 2024 capital budget and audit this past month and continued to work towards compliance with legislative requirements involving workplan development for watershed-based resource management and conservation lands strategies. All staff are gearing up for the upcoming field season and implementing work plans that have been developed.

Communications

Communications was busy during the last half of February and first half of March, focused on a number of program and service areas, including promotion of the Tree Seedling Sale, Forest Therapy events, Innovation Hub programming, Conservation Area updates and more.

There were 170 social media posts created and published from February 15, 2024 to March 14, 2024, with a 14% increase in post impressions over the previous period, totalling 111,000 impressions. Post reach was also up 17% from the previous period to 87,900.

Top Social Media Posts



Media Releases

Communications produced and distributed two media releases and one Watershed Conditions Statement.

- Join Kawartha Conservation's Volunteer Program to Monitor Climate Data
- Watershed Conditions Statement – Water Safety – March 8, 2024
- 'Snowmen at Night' an enchanting tail for the Story Walk Trail this March

2023 Media Monitoring Report

In 2023, Kawartha Conservation appeared in 117 news articles across a range of traditional media outlets, with a potential reach of more than 100 million people. The Peterborough Examiner, Kawartha 411, and Global News were the top three publications by mention.

Finance

The finance team has been busy with the core functions of accounts receivable, payables and payroll. We continue to focus efforts on preparing and finalizing the 2023 year-end audit and the 2024 draft budget. We are pleased to present these to the Board this month. Following this, efforts will be focused on completing T3010 Reporting for both our organization and the Foundation, developing 2024 internal reporting and external reporting frameworks, and addressing recommendations from the audit.

Human Resources/Health & Safety

Our Pay Equity and Compensation Review project is progressing well. Corporate Services efforts have been directed towards audit and budget recently. We are currently in the process of reviewing the pay equity plan, salary administration policy, and undergoing financial analysis on the options presented for implementation. A final report and recommendation will be completed and will be shared with the Board in an upcoming Board meeting.

Staff have begun the process of seasonal staff recruitment for the spring/summer season. Job postings have now closed, and staff have reviewed resumes and made their candidate selections for Environmental Field Technician, GIS/Survey Technician and Assistant Conservation Areas Technicians. Interviews are scheduled to occur during the last two weeks of March.

Information Technology

Year to date, we have completed 80 user requests for IT support tickets internally through daily operations. We are currently focusing efforts on capital projects that include the migration of our servers that is nearing completion. Through this process, we have simplified our infrastructure and increased redundancy for users. The refreshed servers are fundamental in managing our organizational resiliency and uptime. Our building security enhancement project is in review of system specifications with a preferred vendor, we are aiming to award the project and implement in late Q1 2024. In parallel to this project, we are currently in the information gathering and quotation process for our cellular booster to improve service within the building to support our security system and daily communications.

PLANNING AND DEVELOPMENT SERVICES

Planning and Permitting Activities

The Planning and Development Services department has been strategizing our response and compiling action items to update the delivery of our planning, permitting and compliance program areas in preparation for the adoption of the Ontario Regulation 41/24. The new regulation is scheduled to come into effect on April 1, 2024.

We continue to experience a steady number of incoming planning and permitting applications as well as reports of activity in the watershed to be followed up from a compliance perspective. Our permitting performance continues to demonstrate improved

achievement of key performance indicators compared to last year.

Source Protection Activities

Our Risk Management Official focused on responding to inquiries and notice requirements related to building and planning applications and reporting on annual progress tied to source protection policies. The Risk Management Official attended the East Central Farm Show to share source water protection and best management practices with the agricultural community. As usual, the presence at the farm show was well received. The completed annual reports were compiled into the Kawartha-Haliburton Source Protection Area annual report which will be shared with the Kawartha-Haliburton Source Protection Authority Board of Directors at their meeting in March. This report will help to inform the Trent Source Protection Region annual report which will be presented to the Kawartha-Haliburton Source Protection Authority Board of Directors in April, and submitted to the Ministry of the Environment, Conservation and Parks by the May 1 reporting deadline.

Flood Plain Mapping Activities

Haliburton
The flood plain mapping studies for the Gull and Burnt Rivers are now complete and the project is done, meeting our requirement of a March 1st deadline.

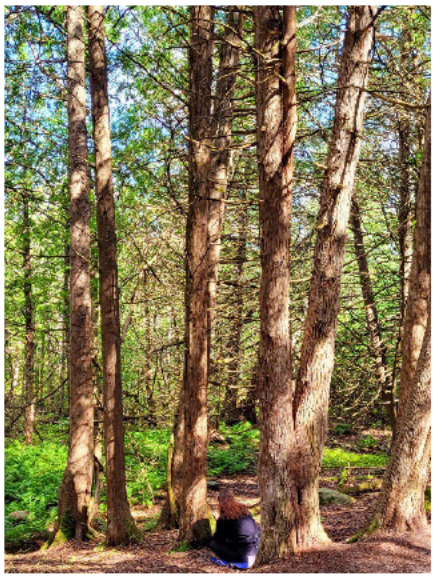
Trent Lakes
Public information sessions for the Nogies Creek and Miskwaa Zibii River studies are anticipated to be scheduled for early summer.

STEWARDSHIP AND CONSERVATION LANDS

Community Outreach / Education

Earth Day
In the spirit of Earth Day, Kawartha Conservation has partnered with the Lindsay Boys and Girls Club, CHIMO Youth and Family Services, and the 100 Kids Who Care. Together, these organizations are set to embark on a meaningful environmental initiative aimed at fostering stewardship and community engagement. On April 22nd, as the world unites to celebrate Earth Day, these groups will work together to combat litter through a comprehensive

cleanup of Ken Reid Conservation Area. This hands-on activity not only serves to beautify the natural surroundings but also underscores the importance of environmental responsibility and preservation.



The collaboration extends beyond cleanup efforts. On May 1st, the Lindsay Boys and Girls Club Youth Council will return to Ken Reid Conservation Area for another impactful event to plant trees along the Memorial Trail. We have partnered with the Youth Council to complete this planting as a show of their commitment to sustainability and a chance to leave a lasting mark on the landscape.

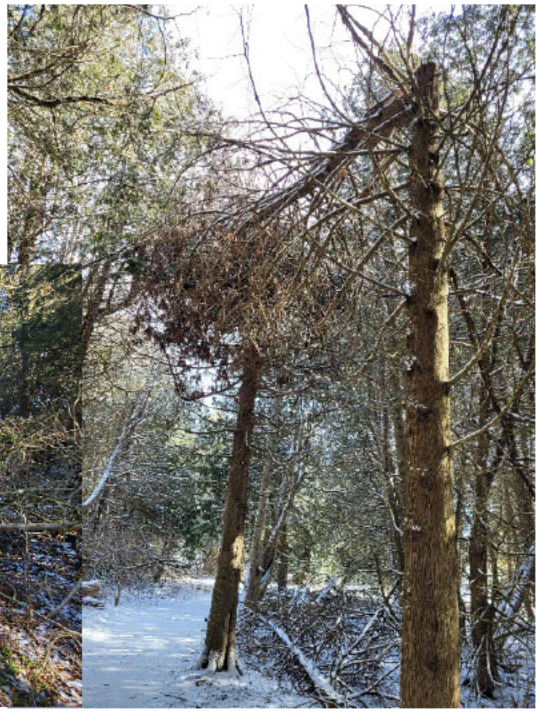
Forest Therapy

We have been invited by the Ontario Woodlot Association and the Metis Nation of Ontario to provide 2 Forest Therapy Walks for their groups in early April. The Woodlot Conference is being hosted at Fleming College, and the walk will take place in the forested area behind the school on Saturday April 6th. The Metis Nation of Ontario will be joining us at Ken Reid Conservation Area for their walk on Sunday April 7th.

Conservation Lands

Ken Reid Conservation Area

Erratic spring weather and high winds has resulted in several hazard trees across a few Conservation Areas. Ken Reid has been the hardest hit with down trees and snags across multiple trails. In addition to our team removing many trees, we had to bring in an arborist to deal with a few high-risk trees at Ken Reid and Windy Ridge.



Durham East Cross Forest

As part of our Eco Corridor project, staff have developed a partnership with Ducks Unlimited to provide technical and financial support to the project through an MOA. This Agreement includes $10,000 in funding to support the project.

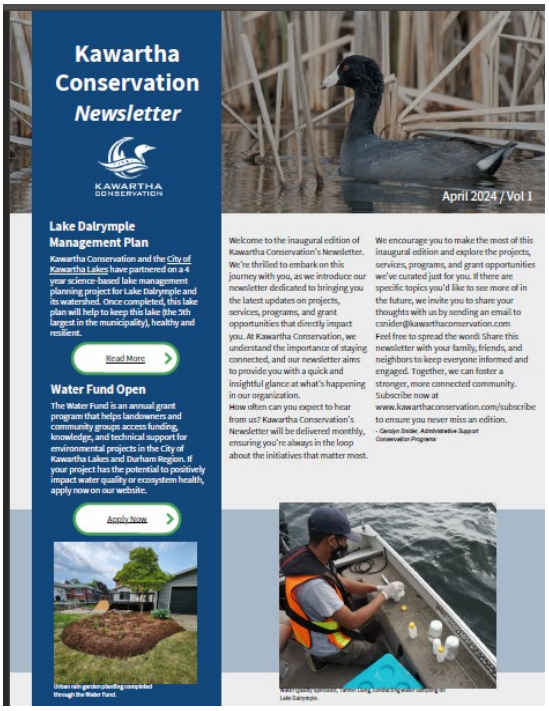
Early in March, we worked to remove invasive Scott's Pine from the corridor through cutting and have established a perimeter fencing around the site in attempts to reduce traffic. Staff are working with Hydro to secure a permit and are looking to have a consultant provide comments on the wetland restoration design.

Stewardship

Implementation Action Plan
We have taken a stride towards inclusive and effective lake management implementation with the establishment of the Community Implementation Advisory Group. This newly formed group includes various stakeholders including community organizations, lake associations, Real Estate professionals, local businesses, City of Kawartha Lakes staff and Council. Additional members are being sought to ensure representation of our community. Designed to provide crucial support and guidance, the group's primary objective is to assist Kawartha Conservation team members in implementing the Lake Management Implementation Action Plan programs over the next five years.

The inaugural meeting of the Community Implementation Advisory Group convened on March 18th, marking a collaborative journey towards sustainable lake management. During this meeting, project leaders engaged in discussions regarding this year's program deliverables, timelines and identifying current gaps where help may be needed. Members openly discussed upcoming community engagement opportunities and different avenues that are available for spreading the word about this initiative. As a result of this meeting, participants identified the need to highlight high-priority actions where collective efforts could yield significant impact. These actions will be brought forward at the next meeting in

June. At that time, the group will be able to discuss how they can assist in ensuring the success of the programs.


Kawartha Conservation Newsletter

KAWARTHA CONSERVATION

April 2024 / Vol 1

Lake Dalrymple Management Plan

Kawartha Conservation and the City of Kawartha Lakes have partnered on a 4 year science-based lake management planning project for Lake Dalrymple and its watershed. Once completed, this lake plan will help to keep this lake (the 5th largest in the municipality), healthy and resilient.

Read More

Water Fund Open

The Water Fund is an annual grant program that helps landowners and community groups access funding, knowledge, and technical support for environmental projects in the City of Kawartha Lakes and Durham Region. If your project has the potential to positively impact water quality or ecosystem health, apply now on our website.

Apply Now

Urban rain garden planting completed through the Water Fund.

Welcome to the inaugural edition of Kawartha Conservation's Newsletter. We're thrilled to embark on this journey with you, as we introduce our newsletter dedicated to bringing you the latest updates on projects, services, programs, and grant opportunities that directly impact you. At Kawartha Conservation, we understand the importance of staying connected, and our newsletter aims to provide you with a quick and insightful glance at what's happening in our organization.

How often can you expect to hear from us? Kawartha Conservation's Newsletter will be delivered monthly, ensuring you're always in the loop about the initiatives that matter most.

We encourage you to make the most of this inaugural edition and explore the projects, services, programs, and grant opportunities we've curated just for you. If there are specific topics you'd like to see more of in the future, we invite you to share your thoughts with us by sending an email to csnider@kawarthaconservation.com

Feel free to spread the word! Share this newsletter with your family, friends, and neighbors to keep everyone informed and engaged. Together, we can foster a stronger, more connected community. Subscribe now at www.kawarthaconservation.com/subscribe to ensure you never miss an edition.

- Carolyn Snider, Administrative Support Conservation Programs

Water quality sampling, Farmer Craig, conducting water sampling on Lake Dalrymple.

The eagerly awaited launch of Kawartha Conservations digital newsletter supporting lake management plan implementation is set for Wednesday, March 27th. This newsletter will serve as a hub for residents to stay informed about our projects and programs throughout the year.

Featured prominently in the inaugural edition is the Lake Dalrymple Management Plan, information on the Water Fund program, the upcoming Native Plant Sale, and expert tips on tree seedling planting to align with the annual seedling pick up dates.

Individuals can subscribe to receive the newsletter directly in their inbox each month, fostering ongoing engagement with our community. With its launch, the Kawartha Conservation newsletter promises to be a valuable resource for residents seeking to stay informed and involved in their community's conservation endeavors.

Agricultural Stewardship

The early part of the year is a great time to reach out to our agricultural partners to share vital information on funding programs and Best Management Practices. This year, we were invited by Ontario Ministry of Agriculture Food and Rural Affairs (OMAFRA) to present at the Environmental Management Branch "EMB Talks" webinar regarding our Talbot River Healthy Environment Initiative. We also made presentations at the Net Zero Farms Hedgerow Webinar and attended the East Central Farm Show in Lindsay where we shared a booth with the East Central Farm Stewardship Collaborative.

INTEGRATED WATERSHED MANAGEMENT

A focus for the Integrated Watershed Management team in 2024 is ensuring that our processes are clearly documented and communicated for each of our programs. Staff have been going through existing Standard Operating procedures (SOP's) to ensure they are up to date and preparing new SOPs as necessary for new equipment and program areas.

We are very excited to be receiving $35,584.31 in funding through the provincial Community Emergency Preparedness Grant for the installation of a new real-time all-weather station at Ken Reid Conservation Area. This new piece of equipment will enhance our current monitoring at our Ken Reid location and provide for more weather parameters to be monitored such as wind speed and barometric pressure. This initiative helps to meet a key recommendation in our Environmental Monitoring Strategy. Staff have been busy obtaining quotes and scoping out a suitable location. The weather station will be installed by August 2024.

Our GIS Specialist attended a free FME Form Basic Training course (20hr) virtually the week of March 4th. In 2024, we will be purchasing FME software to help automate reoccurring processes being used in GIS which will help increase efficiencies in day-to-day tasks.

Watershed Resource Based Strategy

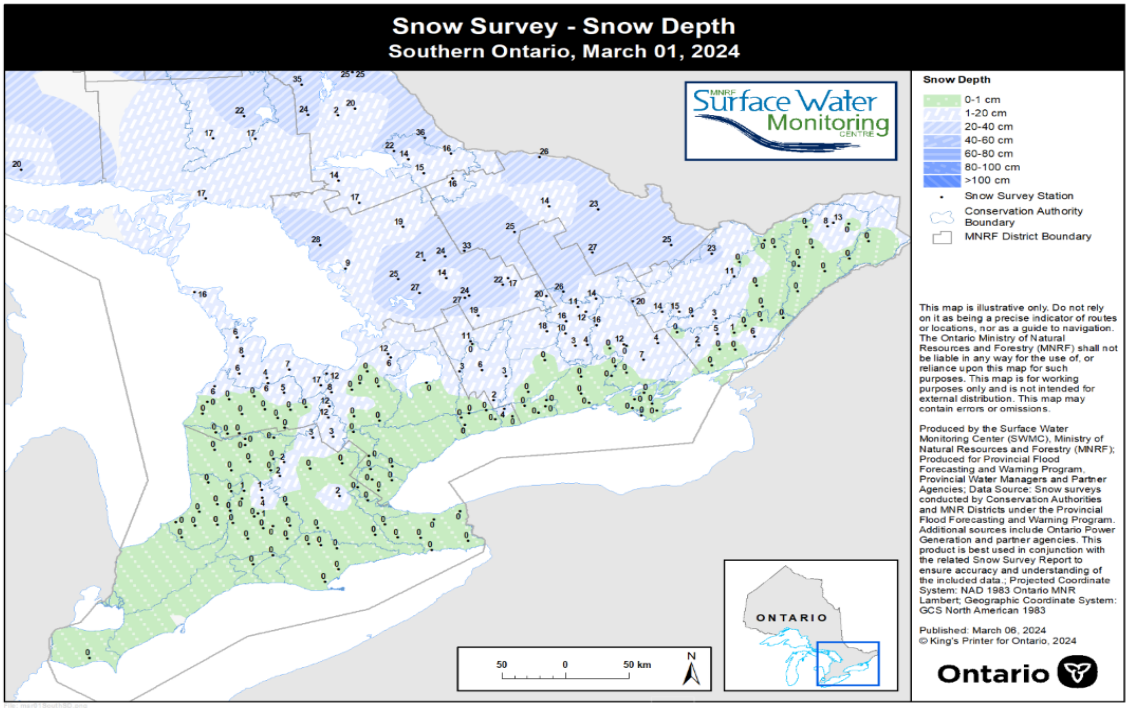
Using the strategy framework outlined by Conservation Ontario, an all-team session was held to help characterize our programs by having each department provide input into identifying existing technical studies and other information used to support programs and services, assess, and identify issues/risks to determine compliance and effectiveness of those mandatory programs and discuss risk and mitigation actions by recognizing if program and services are needed. In addition, staff met with Lake Simcoe Region Conservation Authority to obtain advice and guidance on their approach to the project. As part of the process, consultation is a requirement, so staff began reaching out to external representatives to sit on our Strategic Guidance Group. We have confirmed 5 individuals representing CKL, Durham Region, Fleming College, Ontario Tech, and a community stakeholder.

Flood Forecasting and Warning

Winter 2024 has seen less precipitation and prolonged mild weather resulting in minimal ice and snowpack, compared to previous years. Water levels of water bodies and watercourses are within average range for this time of year. Special cases of low water levels were observed in Lake Scugog and Sturgeon Lake between late February and early March. The situation has been improving with recent rain events and warmer temperatures. We anticipate that the water levels will continue to rise in the following weeks as rainfall is

forecasted during mid to later March, but no flooding is anticipated.

The map below provides a visual of snow depths reported to MNRF-SWMC on March 1st through the provincial snow survey program.



Staff attended the annual City of Kawartha Lakes Emergency Services Flood Operations meeting on February 27th. Staff provided an outlook on spring freshet and the potential for flooding, indicating that the lack of precipitation and snow on the ground has helped to decrease the risk of flooding at this time. Staff will continue to actively monitor precipitation events closely during this spring freshet season.

A Watershed Conditions Statement was issued on March 8th due to an unstable low-pressure system that crossed Southern Ontario.

Ontario Low Water Response

Due to the low amounts of winter precipitation, low water conditions were calculated at the end of February. February precipitation values across the Kawartha watershed were below average, however the three-month average (December, January, and February) was normal. Therefore, we will not be entering into Low Water at this time. Level 1 indicator of Low water conditions is when the percentage of average precipitation over the last 3 months is less than 80%.

Low Water Indicators: Precipitation

	Indian Point		Ken Reid Conservation Area		Port Perry	
	Total Precipitation (mm)	% of Average	Total Precipitation (mm)	% of Average	Total Precipitation (mm)	% of Average
December	70.1	74%	46.5	61%	85.5	143%
January	86.4	106%	97.8	161%	81.9	126%
February	31.2	47%	22.9	40%	31.9	69%
3 months	187.7	76%	167.2	87%	199.3	113%

Lake Management Plan Implementation

Lake Dalrymple Management Plan

Now in the 4th and final year of the Lake Dalrymple Management Plan, staff have turned their focus on writing the Watershed Characterization report for Lake Dalrymple. Staff have been busy drafting the Study Area, Lake and Water Use, Water Quality, Aquatic Habitat, Fish and Landscape Ecology sections for the report. We also have been liaising with Oak Ridges Moraine Groundwater team to complete the Water Quantity component. The final round of field sampling is set to begin mid-March and run through until end of May.

CKL Save the Walleye – Bobcaygeon Dam Project

We have reestablished the Save the Walleye – Bobcaygeon Dam Project, by organizing a meeting with key stakeholders to advance the CKL Implementation project. Parks Canada, Fleming College, MNRF, Jamie Schmale, Councillor CKL and Save the Walley reps, have tentatively scheduled a meeting for April 8th in Bobcaygeon. Purpose of the meeting is to identify project partnerships to monitor fish habitat conditions downstream of the dam and identify potential funding avenues.

Lake Scugog Enhancement Project (LSEP)

Staff attended the Township of Scugog Council meeting to support the LSEP project. The following resolutions were passed by council:

> *THAT Report PWIS-2024-001, Lake Scugog Enhancement Project Options to Move Project Forward, be received; and*
>
> - *THAT Report PWIS-2024-002, Lake Scugog Enhancement Project Options to Move Project Forward – Grant Information, be received; and*

- *THAT Council endorses the option of tendering Phase 3 and 4 (berm, dredge, wetland) simultaneously. With the berm construction be finished by the end of 2024; and,*
- *THAT staff report back to Council with the tender results for phase 3 and 4 (berm, dredge, and wetland), prior to awarding contracts.*

The 2023-2024 fiscal year ends March 31st for the 3rd year of the Nature Smart Climate Fund, staff have been busy preparing invoices and completing the final report.

Acknowledgements in the preparation of this report:

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

KAWARTHA CONSERVATION

Agenda Item #8.4

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.

Jennifer Keyes, Ministry of Natural Resources and Forestry – February 16, 2024
RE: Update: Regulation of Development for the Protection of People and Property from Natural Hazards in Ontario – Ministry of Natural Resources and Forestry

The Ministry is writing to share proclamation of provisions of the *Conservation Authorities Act,* and approval of Ontario Regulation 41/42: Prohibited Activities, Exemptions and Permits, and amendments to O. Reg. 686/21: Mandatory Programs and Services made under the Act, effective April 1, 2024. Further information is provided on the attached for the Board's interest.

Caroline Mulroney, Minister of Emergency Managements – February 27, 2024
RE: CEPG Congratulatory Letter

Confirmation from the Ministry that Kawartha Conservation's application to the Community Emergency Preparedness Grant program was selected for approval. An approval letter will follow with further details about the funding. More information on the program is provided on the attached, for the Board's interest.

Nicholas Fischer, Conservation Ontario – March 18, 2024
RE: Conservation Ontario's comments on the "New regulation to focus municipal environmental assessment requirements" (ERO#019-7891)

Provided for the Boards interest are Conservation Ontario's comments to the Minister on the proposed Municipal Project Assessment Process (MPAP) and proposed revocation of the Municipal Class Environmental Assessment (MCEA). Further information is available on the attached correspondence.

Graydon Smith, Minister of Natural Resources and Forestry – March 20, 2024
RE: Designation

Designation from the Ministry under the *Provincial Offences Act* effective April 1, 2024. Persons designated as enforcement officers by the Authority pursuant to the Conservation Authorities Act are Provincial Offences Officers. Further Details are provided on the attached.

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

From: ca.office (MNRF)
To: dheinbuck@abca.ca; kfurlanetto@crca.ca; generalmanager@catfishcreek.ca; cdarling@cloca.com; quentin.hanchard@cvc.ca; tim.pidduck@crowevalley.com; tbyrne@erca.org; llaliberte@grca.on.ca; slawson@grandriver.ca; t.lanthier@greysauble.on.ca; hbasit@hrca.on.ca; Lisa.Burnside@conservationhamilton.ca; Mark Majchrowski; elizabeth@kettlecreekconservation.on.ca; r.baldwin@lsrca.on.ca; Tammy Cook; jmaxwell@lprca.on.ca; mark.peacock@ltvca.ca; Rhonda.bateman@ltc.on.ca; pbeard@mvca.on.ca; David.Vallier@mattagamiregion.ca; smcintyre; csharma@npca.ca; Carl.Jorgensen@ConservationSudbury.ca; chitra.gowda; dhevenor@nvca.on.ca; jsmith; bmcnevin@quinteconservation.ca; richard.pilon@rrca.on.ca; sommer.casgrain-robertson@rvca.ca; E.Downing@SVCA.ON.CA; cbarrett@ssmrca.ca; cbickerdike@nation.on.ca; kphillips@scrca.on.ca; jmackenzie@trca.on.ca; annettt@thamesriver.on.ca; acoleman@conservationontario.ca; bhorner@abca.ca
Cc: Keyes, Jennifer (MNRF); ca.office (MNRF)
Subject: Update: Regulation of Development for the Protection of People and Property from Natural Hazards in Ontario – Ministry of Natural Resources and Forestry
Date: February 16, 2024 3:49:24 PM

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

Good afternoon:

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

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

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

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

increased penalties.

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

New regulation setting out rules of conduct in Conservation Areas
Effective April 1, 2024, O. Reg. 668/21: Rules of Conduct in Conservation Areas comes into effect, and the conservation authority specific regulations will be revoked. This single regulation sets out the rules of conduct in conservation areas across the province. This new regulation generally maintains the requirements formerly set out in the individual regulations with some minor updates and re-numbering. The Ministry is also proposing amendments to Regulation 950: Proceedings Commenced by Certificate of Offence under the *Provincial Offences Act* to update the short form wordings to reflect the new regulation, and will be in contact regarding those updates in the upcoming weeks.
A decision notice is now available at the Environmental Registry of Ontario, posting #019-2927: Proposed updates to the regulation of development for the protection of people and property from natural hazards in Ontario.

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

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

Sincerely,

Jennifer Keyes
Director, Resources Planning and Development Policy Branch
Ministry of Natural Resources and Forestry
ca.office@ontario.ca

Please Note: As part of providing accessible customer service, please let me know if you have any accommodation needs or require communication supports or alternate formats.

This electronic transmission, including any accompanying attachments, may contain information that is privileged or confidential and is intended only for the use of the recipient(s) named above. Any distribution, review, dissemination, or copying of the contents of this communication by anyone other than the intended recipient(s) is strictly prohibited. If you received this communication in error, please notify the sender immediately by return e-mail and permanently delete the copy you have received. Thank you.

Treasury Board Secretariat

Office of the President

Whitney Block, Room 4320
99 Wellesley Street West
Toronto ON M7A 1W3
Tel.: 416 327-2333

Secrétariat du Conseil du Trésor

Bureau du président

Édifice Whitney, bureau 4320
99, rue Wellesley Ouest
Toronto ON M7A 1W3
Tél. : 416 327-2333

Ontario

Dear Nancy Aspden,

I am pleased to notify you that your application has been selected for approval for a Community Emergency Preparedness Grant. I would like to take this opportunity to congratulate your organization.

The Community Emergency Preparedness Grant program will help communities and organizations like yours purchase critical supplies and equipment or deliver training to improve local emergency response. The grant builds on the Provincial Emergency Management Strategy and Action Plan's vision to help enhance the resiliency of local governments; First Nations communities; and organizations in preparing for natural disasters and emergencies. These prudent and targeted investments are another step the government is taking to ensure that communities have the resources they need to keep people safe when the next flood, wildland fire or severe storm impacts our province.

Ministry staff will follow up shortly with your Approval Letter, which will provide additional details about your funding. In the meantime, if you have any questions, please send an email to EMOCommunityGrants@ontario.ca.

Thank you for advancing emergency preparedness in your community. Together, we are ensuring that Ontario meets the absolute highest standard of emergency management to keep our communities safe, practiced and prepared.

Sincerely,

The Honourable Caroline Mulroney
President of the Treasury Board
Minister Responsible for Emergency Management

March 18, 2024

Ministry of Environment, Conservation and Parks (MECP)
Submitted via email: *EAmodernization.mecp@ontario.ca*

Re: Conservation Ontario's comments on the "New regulation to focus municipal environmental assessment requirements" (ERO#019-7891)

Thank you for the opportunity to comment on the "New regulation to focus municipal environmental assessment requirements" (ERO#019-7891). Conservation Ontario is the network of Ontario's 36 Conservation Authorities (CAs). These comments are not intended to limit the consideration of comments shared individually by CAs. CAs are proponents of comprehensive (individual) and Class Environmental Assessments (Class EAs), as well as prescribed public bodies under the *Environmental Assessment Act* (*EAA*) which review and provide comments on EAs in accordance with Ontario Regulation 686/21. Conservation Ontario offers the following comments further to the proposed Municipal Project Assessment Process (MPAP) and proposed revocation of the Municipal Class Environmental Assessment (MCEA).

Removal of EA Requirements

The proposed MPAP establishes a Project List that describes the municipal infrastructure project types to be subject to the new process and EA requirements. Any other municipal project type which is currently subject to the MCEA but is not listed in the proposed Project List would no longer have EA requirements. Eliminating EA requirements for these activities removes the ability for regulatory agencies such as Conservation Authorities to provide early comments and additional considerations to proponents to support selection of the preferred alternative. CA input would be provided in the context of risks related to natural hazards as well as drinking water source protection.

For instance, a new well at a new municipal well site is currently prescribed as a Schedule B project under the MCEA and would not have EA requirements under the proposed MPAP framework. Drinking water source protection vulnerable areas associated with these wells may expand past municipal lands and impact neighbouring properties (e.g., application of new prohibition policies for private property owners, such as restriction of current farming practices, or restrictions on storage of chemicals essential to a businesses' daily operations). Generally, the first point of contact with these potentially impacted individuals/groups would occur during the EA process through issuance of notices and consideration of alternatives. Without the EA process in place, the impacted

individuals/groups will not have the ability to influence alterative solutions/locations to address these concerns prior to it becoming a matter for local Source Protection Authorities (SPAs). Due to the potential impacts beyond the municipal property and municipal boundaries, it is recommended that these changes to the drinking water systems and water supply be included in the Project List.

Should the proposal proceed as written, it will be imperative that the Ministry clarify that other legislative, regulatory (e.g., Conservation Authority permits) or municipal (e.g., Source Protection Plans) requirements outside of the EA Act may still apply to a project. To assist proponents with successful implementation, the Ministry should consider providing a comprehensive list of such requirements / approvals as part of the forthcoming MECP implementation guidance. Such a list would be useful for both proponents of Project List projects (e.g., to assist with proposed documentation requirements to identify any "municipal, provincial, federal or other approvals or permits that may be required"), as well as act as a reference guide for proponents of projects which no longer have EA requirements (e.g., current Schedule B projects in the MCEA).

Given the proposed condensed timeframe for the MPAP (six months), opportunities to pre-engage with regulatory agencies, Indigenous communities and members of the public should be encouraged in the MPAP. For instance, certain regulatory agencies such as CAs may provide pre-consultation services, which should be highlighted as a best practice in the MPAP (e.g., prior to proponents issuing the Notice of commencement). Additionally, municipalities will continue Official and Master Planning processes (e.g., master servicing planning for municipal water or wastewater projects). These processes offer opportunities for agencies such as CAs to provide input on longer-range planning, prior to the EA or project implementation process. The current MCEA provides details on integration with municipal planning processes, including municipal Master Planning, and it is recommended that reference to these complementary processes be included in the proposed MPAP. Proponents are ultimately responsible for ensuring necessary approvals are obtained prior to commencing work (regardless of application of the EA Act). However, identification and encouragement of such pre-EA consultation and engagement opportunities within the MPAP provides proponents with greater confidence that the project planning considers relevant legislative, regulatory, and municipal requirements prior to initiating the EA process.

Project Notices and Distribution

The proposed MPAP requires two key notices to be issued to inform the MECP, the public, regulatory agencies, property owners and Indigenous communities of proposed municipal infrastructure projects (i.e. those on the Project List). The MPAP provides a description of the types of groups who should receive notice, but does not provide recommended agency contacts (e.g., as provided in Appendix 3 of the MCEA). Conservation Ontario notes that the Ministry has committed to providing guidance for proponents on consultation with regulatory agencies, including identification of which agencies may be relevant to a project. The Ministry is encouraged to provide this guidance consistent with Appendix 3 of the MCEA. Timely provision of this guidance is essential, as the proposed MPAP requires the proponent to identify interested or potentially impacted persons and groups, including regulatory agencies that they believe may be interested in the project. Conservation Ontario would be pleased to review the draft guidance to ensure recommended points of consultation with

CAs/SPAs are appropriately documented. Notice to and consultation with CAs is essential to ensure proponents are made aware of potential restrictions for project implementation, such as natural hazard features and whether the proposal relates to a significant drinking water threat governed by local Source Protection Plans. This step helps to ensure a smooth transition from EA to implementation.

The MCEA currently requires proponents to contact the local Ministry of Natural Resources and Forestry (MNRF) and CA offices for any proposed project involving a water crossing. This requirement is absent from the proposed MPAP and as such, Conservation Ontario recommends it be included in the above-referenced guidance. On their own, water crossing projects are not proposed to be included in the Project list (and therefore not subject to the MPAP or EA Act), however, water crossings may be required as an ancillary activity to an undertaking on the Project List (e.g., water crossings for a new water treatment or sewage facility). Conservation Ontario strongly recommends that notification to CAs be referenced for all projects involving water crossings (regardless of inclusion on the Project List) and new drinking water systems for which an approval under the *Safe Drinking Water Act* is required. Proponents of water crossing projects can benefit from additional regulatory agency input to help recommend design and placement to mitigate high-risk scenarios. Specifically, CAs may require permits for water crossings to ensure the crossing has minimal interference on the natural features and hydrologic functions of the watercourse. Maintaining this mandatory notification provides the opportunity to flag potential concerns or permitting requirements early in the planning and design process.

Statement of Completion and Notice of Termination: Under the proposed MPAP, the Statement of Completion and Notice of Termination would only need to be submitted to the Director of the EAB. Conservation Ontario recommends that these notices be provided to the same distribution list as the Notice of Commencement (relevant regulatory agencies such as CAs, adjacent property owners, Indigenous communities, etc.), as well as any other persons or groups who provided a review of the Environmental Project Report (EPR). These notices should be sent to the aforementioned contacts at the same time as they are sent to the Director of the EAB. Particularly, provision of the Statement of Completion ensures these contacts are aware that the EA process has been completed and the project may proceed to implementation. This can act as a touch point for regulatory agencies such as CAs to confirm project timing and potential approvals required to facilitate successful and timely implementation.

Notice of Addendum: The proposed MPAP provides an addendum process for proponents where project changes are required due to unforeseen circumstances or changes in the environment. Proponents would be required to note whether they are of the opinion that the change is significant (or not), and the basis for their opinion. Publishing and circulation of a Notice of Addendum for review would only be required where the proponent indicates the change is “significant”. Conservation Ontario strongly recommends that all projects proceeding with an addendum be required to post a notice and circulate the notice and review opportunity to all people and groups

who received prior notices and/or provided a review of the EPR. Proponents of the MPAP may not be subject matter experts in all matters regarding local environmental conditions at the site of the proposed works, and changes to a project which may not be significant to the proponent may be significant to other interested or affected parties. Conservation Ontario recognizes that the MECP is proposing to provide implementation guidance related to the "addendum process for significant changes to a project", however, criteria to determine "significant changes" must be outlined in the MPAP directly to ensure a consistent approach for project proponents.

Thank you for the opportunity to review and provide comments on the "New regulation to focus municipal environmental assessment requirements" (ERO#019-7891). Please contact me directly should this letter require any clarification.

Sincerely,

Nicholas Fischer

Nicholas Fischer
Policy and Planning Liaison

c.c: All CA CAOs / GMs

Ontario

DESIGNATION

ONTARIO MINISTRY OF NATURAL RESOURCES AND FORESTRY

Under the authority of subsection 1(3) of the *Provincial Offences Act*, R.S.O. 1990, c. P. 33, I, GRAYDON SMITH, do hereby designate the class of persons in Column 1 of the attached Schedule as a provincial offences officer for the Acts and accompanying regulations, subject to any listed restrictions, described in Column 2 of the item.

This designation revokes Item 9 of the previous designation by the Minister of Natural Resources and Forestry, dated August 29, 2007, and comes into force on the later of April 1, 2024 and the day this designation is signed.

Dated at TORONTO this 20 day of March, 2024.

Honourable Graydon Smith
Minister of Natural Resources and Forestry

SCHEDULE – DESIGNATION OF PROVINCIAL OFFENCES OFFICERS

Item	Column 1 Class of Persons	Column 2 Class of Offences
1.	Any officer appointed under section 30.1 of the *Conservation Authorities Act*	All offences under the following Acts and accompanying regulations when carrying out duties within their conservation authority: *Conservation Authorities Act* *Trespass to Property Act*

KAWARTHA CONSERVATION

Agenda Item #9.1
BOD Meeting #3/24
March 28, 2024

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

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

Re: 2024 Apportionment and Final Budget

KEY ISSUE:
To approve the 2024 apportionments and final budget circulated to our member municipalities.

RECOMMENDED RESOLUTION:
RESOLUTION 1: APPROVAL OF MUNICIPAL APPORTIONMENT (RECORDED WEIGHTED VOTE)

RESOLVED, THAT, the municipal apportionment in support of the General Operating and Category 1 Mandatory Programs and Services be set at $1,774,968 and apportioned between partner municipalities as follows:

City of Kawartha Lakes	$	986,775
Region of Durham	$	711,795
Municipality of Trent Lakes	$	69,954
Township of Cavan Monaghan	$	6,445

AND;
THAT, the 2024 Category 3 Other Programs and Services be set at $128,990 and apportioned between partner municipalities as follows:

City of Kawartha Lakes	$	76,254
Region of Durham	$	46,833
Municipality of Trent Lakes	$	5,406
Township of Cavan Monaghan	$	498

AND;
THAT, the Category 2 Municipal Programs and Services of $626,084 proceed as the required funding is approved by the benefiting municipalities.

RESOLUTION 2: FINAL BUDGET VOTE (RECORDED VOTE)

RESOLVED, THAT, the 2024 Operating and Capital budgets are approved by the Board of Directors.

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

BACKGROUND:
We attach the 2024 draft budget document as was distributed to the Mayor and members of Council of all participating municipalities on February 26th, 2024. At this time, we have not received written comments from our municipalities objecting to the 2024 apportionment. The 2024 Draft Budget was circulated in accordance with:

RESOLUTION #32/24 MOVED BY: GERRY BYRNE
SECONDED BY: PETER FRANZEN

RESOLVED, THAT, the Draft 2024 capital budget be updated to reflect any Board recommendations prior to circulation, AND

THAT, the Draft 2024 capital budget be integrated into the 2024 Budget document, AND

THAT, the Draft 2024 operating and capital budgets be approved for consultation purposes, AND

THAT, Notice of Meeting to approve the budget is provided to participating municipalities for March 28, 2024.

WEIGHTED MAJORITY VOTE
A weighted vote for municipal apportionment is required under Ontario Regulation 402/22: Budget and Apportionment made under the Conservation Authorities Act. The following rules apply to the weighted majority vote:

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

The weighting for the 2024 apportionment by municipality and representative is provided below.

City of Kawartha Lakes			Region of Durham	
1st of 3 representatives	16.6667%		1st of 4 representatives	11.1007%
2nd of 3 representatives	16.6667%		2nd of 4 representatives	11.1006%
3rd of 3 representatives	16.6666%		3rd of 4 representatives	11.1006%
			4th of 4 representatives	11.1006%
Municipality of Trent Lakes			Township of Cavan Monaghan	
1 representative	5.1252%		1 representative	0.4723%

The recorded vote is taken in alphabetical order by surname, with the Chair voting last. A weighted majority of 51% of those present carries the vote.

Final Vote

A final vote to approve the budget is required under Ontario Regulation 402/22: Budget and Apportionment made under the Conservation Authorities Act. The final vote is completed on a one-to-one basis, with each member having an equal vote. The final vote is carried by the majority of votes and shall be recorded.

Conclusion

Following the approval of the 2024 budget, staff will promptly provide copies of the budget to the Minister and participating municipalities and make the budget available on our websites "Governance" section. Municipalities will be invoiced for their apportionments in accordance with the Memorandums of Understanding (MOUs) established and MOUs will be updated to reflect any necessary change in the appendices.

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

2024 Budget

Information for Member Municipalities

KAWARTHA CONSERVATION

Draft

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Draft

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.

2024 Board of Directors

CHAIR
Pat Warren
City of Kawartha Lakes

VICE CHAIR
Harold Wright
Township of Scugog

DIRECTORS
Eric Smeaton
City of Kawartha Lakes

Tracy Richardson
City of Kawartha Lakes

Cira Pettingill
Township of Bro egion of Du m

Lloyd Rang
Municipa of Clarington, Region of D ham

Robert Rock
Township of Scu Region of Durha

Gerry Byrne
Township of Cavan Mo han

Peter Franzen
Municipality of Trent Lakes

Vacant
Mississaugas of Scugog Island First Nation

We would like ackn wledge that many Indige us Natio ve longstanding relat hips, bo h ric and modern, with the ter rie pon whi we are located.

Today, t is a is home to m indigenous peop from across Turtle We acknow e that our waters forms a par f the treaty and traditi al ritory of the south-eastern Anis aabeg

* on these ncestral and treaty lands that we li nd w k. To honour this legacy, we com 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

Draft

KAWARTHA CONSERVATION

2024 Draft Budget

Draft

KAWARTHA CONSERVATION

Discover · Protect · Restore

2024 Operating Budget

Overview

The Conservation Authorities Act and supporting Ontario Regulation 402/22: Budget and Apportionment came into effect on July 1, 2023, updating the budget process and requirements for conservation authorities for 2024 and subsequent years.

Departmental budgets are categorized into General, Mandatory and Other Programs and Services as these programs are generally managed by a core department area. Municipal programs and services are represented separately throughout this budget as they require cross-collaboration between departments with different program leads within a program responsib e for ensuring deliverables are met. Municipal programs and services are funded by the benefiti g mu ipal y/municipalities.

As the framework has substantially changed for how our budg are pre en the use of estimates for the 2023 budget figures has been used throughout this docume o ovide a esentative comparison on a year over year basis.

Budget Apportionment

The Board provides direction on how to apportion expe by category program or services by using, as applicable, either:

- Modified current value assessment (MCVA ethod – osts shared by the municipal partners based on apportionment percenta s sup ed to us e Ministry of Natural Resources and Forestry. The appor ment perc age is ba ed on current value assessment (CVA) information generated by MP C. Individua unicipa ncreases vary due to changes in the CVA apportionment year over r.
- Benefit-base t metho Evaluating the benefit that each municipality obtains from the gram or servic a percent
- By agr ment method – The op n to enter to an agreement respect to the apportionment. The ag ment option has limite pplicability:
  - C ory 1 that benefits o or more, but not all, of the participating municipalities
  - Categ 1 capital costs
  - Category WA cost
  - General cap co

The apportionment method use for programs and services is identified within each program budget.

Categories of Programs and Services

General Operating Programs and Services

General operating programs and services are the expenditures incurred that are fundamental to operating the organization. These functions provide 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. General programs are not related to the provision of a program or service that an authority provides and are a supporting element in the organization. The MCVA apportionment method is used to apportion these expenditures.

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Category 1: Mandatory Programs and Services

Ontario Regulation 686/21: Mandatory programs and services identifies the programs and services that must be provided by Kawartha Conservation. These include:

- Programs and services related to the risk of natural hazards.
- Programs and services related to the conservation and management of lands owned or controlled by the authority, including any interests in land registered on title.
- Programs and services related to the authority's duties, functions and responsibilities as a source protection authority under the Clean Water Act, 2006.
- Functions and responsibilities related to the implementation and enhancement of the provincial groundwater and stream monitoring program.
- Programs and services related to the authority's duties ctio n esponsibilities under an Act prescribed by the regulations.

Mandatory programs do not require a municipal agreement and t rograms an rvices may be apportioned through MCVA, benefits based or agreement. Appo o nt methods i tified throughout the budget for programs and services.

Category 2: Municipal Programs and Services

Projects are developed to implement priorities withi our Strat lan and in r sponse to municipal concerns. These programs and services address str gic plan rect and issues identified by our board of directors, municipal leaders, senior unicipal staf nd com u ty stakeholders. We use municipal funds to leverage grant opportu es wheneve ossible. unicipal programs and services are designed to meet the needs or concern f specific mun ality d thus directly benefit the individual municipality (mu icipalities).

Municipal progra and services req a memo dum of understanding, or such other agreement as may be enter nto with the municipa in respec f the programs and services. The annual funding for these prog and services is then a oved through the Board of Directors and Council on an annual basis.

Category 3: Other Pr ms and Ser es

Other programs and servi may b ovided, within Kawartha Conservation's area of jurisdiction, and includes programs and servic are advisable to further the purposes of the Conservation Authorities Act.

Other programs and services require a memorandum of understanding, or such other agreement as may be entered into with the municipality, in respect of the programs and services where municipal levy is supporting the program or service.

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Municipal Levy Apportionment

A summary of the municipal levy apportionment by Municipality and Category is provided below.

	Proposed 2024 Apportionment					Approved 2023	Year over Year	
Municipality	Category 1: Mandatory Programs and Services (MCVA)	Category 1: Mandatory Programs and Services (Agreement)	Category 2: Municipal Programs and Services	Category 3: Other Programs and Services	2024 Total Municipal Levy	Total Municipal Levy	Levy Increase (Decrease)	Levy Percentage Increase (Decrease)
City of Kawartha Lakes	$986,775	$0	449,484	$76,254	**$1,51 513**	$1,437,534	$74,979	5.2%
Region of Durham	606,045	105,750	176,600	46,833	**$935,22**	908,536	26,691	2.9%
Municipality of Trent Lakes	69,954	-		5,406	**5,359**	3 77	(272,017)	-78.3%
Township of Cavan Monaghan	6,445	-	-	498	**$6,9**	6,758	185	2.7%
Total	**$1,669,218**	**$105,750**	**$626,084**	**28,990**	**2 530,042**	**$ 0,175**	**($170,162)**	**-6.3%**

Budget Process

There are four phases of the budget proces and these m be acco plished consecutively or concurrently.

Budget Drafting and D mining A ounts Owed

In the first phase of the budg r ss, we are to determine all anticipated revenues and expenditures, and what portion of the expens are to be paid by municipalities. Depending on the type of expense, the cost will be split across all participating municipalities, or between only those municipalities who benefit. Operating and capital expenditures are to be categorized as category 1, 2, 3 or general.

Approval of the Draft Budget

Once a budget has been drafted, board members review and vote on the draft budget, approving it for consultation purposes. The draft budget is approved using the 'one-member-one-vote' voting method. Once approved for consultation, municipalities will be provided with a copy of the draft budget and all financial information used to determine the amounts owed. This information must also be posted on the website.

Approval of Amounts Owed

A minimum 30-day notice to municipalities is required to provide an opportunity for municipalities to review the draft budget and consult with us as may be required prior to approval of the budget. Notice

of the meeting to approve the budget requires a copy of the most recent draft budget and the expenditures the municipality is required to pay for the year. Following the consultation period, 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 2024 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	11.1007%
2nd of 4 representatives	11.1006%
3rd of 4 representatives	11.1006%
4th of 4 representatives	11.1006
Municipality of Trent Lakes	
1 representative	5.1 %
Township of Cava g	
1 representat	723%

Final Budget

Board members vote approve the fina udget, using a 'one-member-one vote' method. The final budget meets the same get requir ents as the draft budget and reflect matters agreed to during the consultation process. P ptly erwards, we circulate a copy of the final approved budget to the Minister and municipalities an ke the final budget publicly available on our website.

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KAWARTHA CONSERVATION
2024 Preliminary Budget

STATEMENT OF REVENUE AND EXPENDITURES

	Budget 2023	Budget 2024	Variance to 2023 Budget
REVENUE			
Municipal levy			
Category 1: Mandatory Programs and Services (MCVA)	$ 1,613,325	$ 1,669,218	$ 55,893
Category 1: Mandatory Programs and Services (Agreement)	106,900	132,660	25,760
Category 2: Municipal Programs and Services	1,009,900	1,041,875	31,975
Category 3: Other Programs and Services	142,000	128,990	(13,010)
	2,872 125	2,972,743	100,618
Municipal Agreements			
CKL, Risk Management Official, Clean Water Act	60,0	60,000	-
County of Haliburton, Floodplain Mapping	50,000	25,000	(25,000)
Region of Durham, Climate Change Funding	18 00	9,000	(9,000)
Township of Scugog, LSEP	-	47,000	47,000
	000	1 000	13,000
Self-Generated Revenue			
Category 1: Mandatory Programs and Services (MCVA)	634,8	588,500	(46,300)
Category 2: Municipal Programs and Services	65,400	83,500	18,100
Category 3: Other Programs and Services	94,800	131,550	36,750
	95,000	803,550	8,550
Donations, Grants and Transfers			
Category 1: Mandatory Programs and Services (MCVA)	13	113,700	(25,900)
Category 1: Mandatory Programs and Services (Agreem	-	51,150	51,150
Category 2: Municipal Programs and Services	000	153,325	14,325
Category 3: Other Programs and Services	3,000	-	(3,000)
	281,600	318,175	36,575
Reserve Funds			
Transfer from (to) Capita Repla	62,725	(3,900)	(66,625)
Transfer from (to) Wi idge	3,750	11,250	7,500
	66,475	7,350	(59,125)
Other Revenu			
Capital Contribu	5,400	-	(5,400)
Special projects ma ment	417,950	-	(417,950)
	423,350	-	(423,350)
Total Revenue	**$ 4,566,550**	**$ 4,242,818**	**$ (323,732)**
EXPENDITURES			
General Operating Programs and Servic			
Corporate Services	$ 1,127,150	$ 908,718	(218,432)
Integrated Watershed Management	271,600	219,250	(52,350)
Amortization of tangible capital assets	60,000	70,000	10,000
Vehicle and equipment pool	(25,000)	(25,000)	-
	1,433,750	1,172,968	(260,782)

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Category 1: Mandatory Programs and Services			
Planning and Development Services	$ 701,500	$ 662,150	(39,350)
Integrated Watershed Management	193,950	171,800	(22,150)
Stewardship and Conservation Lands	523,550	540,460	16,910
Drinking Water Source Protection	63,200	64,100	900
	1,482,200	1,438,510	(43,690)
Category 2: Municipal Programs and Services			
City of Kawartha Lakes	576,600	695,250	118,650
Region of Durham	217,700	290,150	72,450
Municipality of Trent Lakes	250,300	114,300	(136,000)
City of Kawartha Lakes & Region of Durham	187,700	235,000	47,300
	1,232,300	1,334,700	102,400
Category 2: Municipal Agreements			
CKL, Risk Management Official	60	60,000	-
County of Haliburton, Floodplain Mapping	50,0	24,250	(25,750)
	110,000	84,250	(25,750)
Category 3: Other Programs and Services			
Integrated Watershed Management	2 300	5 540	(56,760)
Stewardship and Conservation Lands	00	50	84,850
	229	257,	28,090
Operating Expenditures	$ 4 487,550	$ 4,287,818	$ (199,732)
Capital Expenditures	000	-	(114,000)
Total Expenditures	**4,60**	**$ 4,287,818**	**$ (313,732)**
Annual Surplus (Deficit)	**$ 5,000)**	**$ (45,000)**	**$ (10,000)**

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Planning and Development Services

Category 1: Mandatory Programs and Services

Natural Hazard Planning Services

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.

Section 28 Administration and Compliance

Permitting through the Conservation Authority ensures public s ty d prote n of property from damage caused by natural hazards, protects watershed health by venting pollu n and damage to sensitive environmental areas such as wetlands, shorelines, and wate urses, and p s long term sustainability of the watershed. Kawartha Conservation administers the ion 28 of the *Conservation Authorities Act* and the supporting Ontario Regulation 1 e regulatio f Development, Interference with Wetlands and Alterations to Shore es and W courses. T regulation provides rules for development and other activities in relatio to river a d st m valleys, steep slopes, watercourses, floodplains, and wetlands, plus the r ectiv llowan t are associated with each feature.

Conservation staff are responsible for regu monitoring of lopment activities impacting on natural regulated features, fo g ublic an unicipal complaints regarding any potential violations and obtaining reg ory complianc ough co iance agreements or judicial methods as pertains to Section 28 of th onservation Author Act and a ciated specific Ontario Regulation 182/06.

Drinking Wate urce Protection

Purpose

This program involves mplementat a multi-barrier approach to strengthen the protection of municipal drinking water s ces, th gh the support of actions required to implement source protection planning. A Source ction Plan is based on threat assessments of groundwater and surface water quality and quanti y. 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

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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 supplies. The program is currently in the plan implementation phase, which includes an annual reporting component as well as the completion of the amendments which were ordered by the Minister to be done on a five-year cycle. Annual reporting activities include the update of planning policies (Off ial Plans, Zoning bylaws), emergency management plans, and the development of risk ma geme l s, which will reduce the likelihood of an activity on the landscape impacting the munic l water s es.

Amendments to the assessment report and source protection p being co eted to bring them into conformity with the recently amended technical rules, and t ess challeng whic have been identified through the first years of plan implementation. The final am ment packag ntaining the updated to the assessment report and source protection pl are slated f ubmission to the Minister in December 2023. Implementation of these amendmen ill beg once the M ter issues the approval of the submission and posts the updates on the ERO

Deliverables

- Assist municipalities in the imp entation of e Source rotection Plan
- Respond to inquiries regardi g e plan and d ver communications and education services
- Conduct annual reporting req ments specifi e plan
- Provide m f source r related information and data
- Implem t the update rce prot on plan policies

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KAWARTHA CONSERVATION
2024 Budget

Natural Hazard Planning Services
Category 1
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 1	$ 16 500	$ 650	$ (65,850)
Planning Fees	210, 0	225, 0	15,000
Administration Recovery	6 0		(6,000)
TOTAL REVENUE	**$ 381**	**$ 324, 50**	**$ (56,850)**
EXPENDITURES			
Salaries, wages & benefits	$ 335,500	$ 276,400	$ (59,100)
Contracted services	5,000	5,000	-
Legal	2,500	2,500	-
Membership	-	750	750
Professional Deve ent & Training	2,000	3,000	1,000
Professional services	30,000	30,000	-
Supplies and materials	5,500	5,500	-
Travel	1,000	1,500	500
TOTAL EXPENDITURES	**$ 381,500**	**$ 324,650**	**$ (56,850)**

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KAWARTHA CONSERVATION
2024 Budget

Section 28 Permit Administration and Compliance
Category 1
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 1	$ 10 00	$ 1 500	$ 2,500
Permits and Fees	210,	225,0	15,000
Large Scale Fill	10,0	10,000	-
TOTAL REVENUE	**$ 320**	**$ 337,5 0**	**$ 17,500**
EXPENDITURES			
Salaries, wages & benefits	$ 300,000	$ 322,000	$ 22,000
Contracted services	10,000	5,000	(5,000)
Legal	2,500	2,500	-
Membership	-	250	250
Professional Deve ent & Training	500	500	-
Supplies and materia	5,500	5,500	-
Travel	1,500	1,750	250
TOTAL EXPENDITURES	**$ 320,000**	**$ 337,500**	**$ 17,500**

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KAWARTHA CONSERVATION
2024 Budget

Drinking Water Source Protection
Category 1
Apportionment Method: N/A

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Provincial Transfers	63 0	6 00	900
TOTAL REVENUE	**$ 63 200**	**$ 100**	**$ 900**
EXPENDITURES			
Salaries, wages & benefits	$ 2,500	53,400	$ 900
Supplies and materials	400	4,400	-
Travel	500	500	-
Program administration	5,800	5,800	-
TOTAL EXPENDITU S	**$ 63,200**	**$ 64,100**	**$ 900**

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Integrated Watershed Management

General Operating Programs and Services

Integrated Watershed Management

The Integrated Watershed Management department provides general management and ongoing support and maintenance of spatial environmental information to assist with decision making across our watershed for our staff and external stakeholders. As part of this service, we develop maps for both internal programs and projects and as a service to external partners.

Category 1: Mandatory Programs and Services

Provincial Water Quality and Quantity Monitoring

The Provincial Water Quality (PWQMN) and Groundwater (PGM) monit programs are in partnership with the Ministry of the Environment, Conservati and Park (M P) where Conservation Authorities and other partner organizations collect water sampl t vers and ams, or groundwater wells throughout Ontario. Both programs aim to protect water q for future ge atio by ensuring there is continued surveillance of water quality to detect trends and th ts, to ensure pliance with the Provincial Water Quality objectives, and provide and d r water qu data for water quality studies and assessment.

Flood & Water Level Monitoring and Ontario Lo Water R spo

These programs in volve our flood contingency and od re onse pl aily monitoring of water levels and precipitation, assessment of potential d and low w er threa communication with municipalities and the community, parti p on in munic flood sponse activities or coordination of low water response efforts to help suppo d protect the p e and property across the watershed.

Flood forecasting a warning is a amental onsibility delegated to conservation authorities by the province si 1984. We fulfill this y by mon ing the water level, precipitation, and watershed conditions.

Close collaboration partnership with eral (Ontario Waterways – Trent Severn Waterway, Environment and Clim Change Cana and provincial (MNRF, Ontario Hydro) agencies and partner conservation authorities a w for a ate forecast and reliable information which is put in context of the local watershed and prov the community when flooding concerns are warranted.

We will continue to assess and evaluate developing drought conditions through the Ontario Low Water Response program using the same network as used for flood forecasting in addition to the Provincial Groundwater Monitoring Program and communicate this information to municipalities and watershed stakeholders.

Watershed Based Resource Management Strategy

The Watershed-based Resource Management Strategy is a requirement under Ontario Regulation 686/21. Over the course of 2024, staff will complete the required strategy which will include the following mandatory components.

- Guiding Principles and Objectives
- Summary of existing technical studies, monitoring programs and other information
- Review of authority's mandatory programs and services

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- A process for periodic review and updating.
- Public and stakeholder consultation and publication of the strategy.

Category 3: Other Programs and Services

Local Environmental Monitoring

We maintain a core watershed monitoring network, including water quality and quantity for both surface and ground water on a more local scale than the Provincially mandated programs. This enables us to identify issues requiring attention early on, while gauging the effectiveness of current planning practices. The programs that fall under this category include Biomonitoring (Aquatics), Temperature Monitoring (Coldwater Streams), and our Citizen Science water quality monitoring program Kawartha Water Watch (KWW). All these programs work in collaboration with pa tners from Conservation Authorities, Provincial government, academia, and local volunte group o sist with the coordination of program delivery, while combining expertise and experienc o ensure istency and cost efficiency.

Watershed Based Resource Management Strategy

The Watershed Based Resource Management Strategy being dev d under the ario egulation 686/21 will also include Category 3 programs and services. Guiding pri als and obje es that inform the design of Local Monitoring, Natural Heritage, and Lake M nagement P ning will be summarized to help direct inform and support program delivery and i tify a ssues and which may limit effective delivery.

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KAWARTHA CONSERVATION
2024 Budget

Integrated Watershed Management Support
General Operating
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 1	$ 250,	$ 13, 0	$ (36,350)
Employment Grants	10,00	5,00	(5,000)
Self Generated Revenues	1,000	500	(500)
TOTAL REVENUE	**261,10**	**219,250**	**$ (41,850)**
EXPENDITURES			
Salaries, wages & benefits	$ 244,500	$ 186,250	$ (58,250)
Membership	2,500	2,500	-
Professional Develop t & Training	2,100	3,250	1,150
Supplies and mate s	21,500	26,500	5,000
Travel	1,000	750	(250)
TOTAL EXPENDITURES	**$ 271,600**	**$ 219,250**	**$ (52,350)**

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KAWARTHA CONSERVATION
2024 Budget

Provincial Water Quality and Quantity Monitoring
Category 1
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 1	$ 118,550	51, 00	(67,250)
TOTAL REVENUE	**$ 118,550**	**$ 51,3**	**$ (67,250)**
EXPENDITURES			
Salaries, wages & benefits	$ 110, 0	$ 9,500	$ (70,800)
Equipment	2,3	4,200	1,900
Professional Development & T i g	600	600	-
Supplies and materials	2,350	4,300	1,950
Travel	3,000	2,700	(300)
TOTAL EXPENDITURE	**$ 118,550**	**$ 51,300**	**$ (67,250)**

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KAWARTHA CONSERVATION
2024 Budget

Flood Forecasting and Warning and Low Water Response
Category 1
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 1	$ 50 00	$ 6 00	$ 10,600
Provincial Transfers	24,6	24,6	-
TOTAL REVENUE	**$ 75 0**	**$ 8 00**	**$ 10,600**
EXPENDITURES			
Salaries, wages & benefits	$ 7 700	$ 76,300	$ 8,600
Equipment	2,200	2,800	600
Professional Developmen Training	1,200	1,500	300
Supplies and material	2,400	2,200	(200)
Travel	1,900	3,200	1,300
TOTAL EXPENDITURES	**$ 75,400**	**$ 86,000**	**$ 10,600**

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KAWARTHA CONSERVATION
2024 Budget

Watershed Resource Management Strategy - Mandatory
Category 1
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 1	$ -	$ 4 500	$ 34,500
TOTAL REVENUE	**$ -**	**$ 34,500**	**$ 34,500**
EXPENDITURES			
Salaries, wages & benefits	$ -	$ 34,300	$ 34,300
Supplies and materials		200	200
TOTAL EXPENDITURES	**$ -**	**$ 34,500**	**$ 34,500**

Watershed Resour Management Strategy on-Mandatory
Category 3
Apportionment Method dified Current V ue Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 3	-	$ 12,800	12,800
TOTAL REVENUE	**$ -**	**$ 12,800**	**$ 12,800**

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EXPENDITURES

Salaries, wages & benefits	$ -	$ 11,400	$ 11,400
Supplies and materials	-	200	200
Program administration	-	1,200	1,200
TOTAL EXPENDITURES	**$ -**	**$ 12,800**	**$ 12,800**

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KAWARTHA CONSERVATION
2024 Budget

Local Environmental Monitoring
Category 3
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 3	$ 117,000	$ 47,440	$ (69,560)
Self Generated Revenues	0	300	-
TOTAL REVENUE	**$ 17,300**	**$ 47,740**	**$ (69,560)**
EXPENDITURES			
Salaries, wages & benefits	1 700	$ 33,700	$ (72,000)
Equipment	2,600	1,000	(1,600)
Professional Developmen Training	2,000	2,000	-
Supplies and material	4,400	5,000	600
Travel	2,600	1,700	(900)
Program administ n	-	4,340	4,340
TOTAL EXPENDITURES	**$ 117,300**	**$ 47,740**	**$ (69,560)**

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Stewardship and Conservation Lands

Category 1: Mandatory Programs and Services

Conservation Lands and 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 40,000 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 gre nsp s

Between January and September in 2023, our conservation ar appea d ver 1,370,000 direct searches in Google demonstrating a growth of over 623,000 se es ver 202 hose searches resulted in over 20,900 actions, demonstrating the ongoing popularity and mand for acc o green spaces and natural areas. Our properties offer safe opportunities to get activ nd get outsid

Conservation Area Strategy

Legislative requirements under Ontario Regulation 6 6/21 requ e development of a conservation area strategy for all conservation authority owned control d land addition to the development of a conservation land inventory. Over the cou of 2024, st will com ete the required deliverables. The strategy will include the following man tory compo nts.

- Guiding Principles and Objectives
- Summary of e g ation
- Review of nservation land grams an ervices, mandatory and other
- Assess nt of how the objecti may be ac eved and land use categories for properties
- A proc for periodic review and dating
- Public and keholder consultati and publication of the strategy

Category 3: Other Prog ms an ervices

Fleetwood Creek Natural Are

Fleetwood Creek Natural Area is owned by the Ontario Heritage Trust. This 900-acre property is a Provincially Significant Earth and Life Science Area of Natural and Scientific Interest (ANSI) and a popular fall destination for tourists looking to enjoy the fall colours. Kawartha Conservation has a management agreement with the Ontario Heritage Trust, providing trail and property management services on a cost recovery basis.

Habitat Restoration

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 to support other programs, improves habitat across Conservation and private lands, and builds relationships between the development industry and the Conservation Authority.

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Land Acquisition

Kawartha Conservation reviews and evaluates opportunities for land acquisition each year. Potential properties are evaluated on a set of criteria including ecological importance, financial impact, and opportunities for community engagement. When appropriate funding and opportunities align, they are brought to the Board for discussion and decision.

Conservation Education and Community Outreach

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 attract residents and tourists to explore the beauty of the Kawartha Lakes area. Our community festivals like Fall Fest and Christmas at Ken Reid have become seasonal highlights for our community and create unique opportunities for people to connect with nature in a way that is meani gful for them.

The education program is designed to provide a variety of eng ement an ducational opportunities to all members in our community, and include youth, families, se rs, and prof onals in the delivery models. We strive to provide excellence in our curriculum and c nity progr The goals of conservation education align with our strategic vision and contrib o communit hat l ve, respect, and appreciate our natural environment.

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KAWARTHA CONSERVATION
2024 Budget

Conservation Areas and Lands
Category 1
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 1	$ 4,700	72,400	$ 17,700
Employment Grants	0	000	2,000
Self Generated Revenues	4	53,	6,500
Donations and other revenue	5,000		(5,000)
Administration Recovery	88,700	-	(88,700)
TOTAL REVENUE	**$ 416,65**	**356,650**	**$ (60,000)**
EXPENDITURES			
Salaries, wages & ben s	$ 344,000	$ 276,400	$ (67,600)
Advertising and Co munications	-	5,500	5,500
Equipment	6,800	12,000	5,200
Infrastructure mainte ce and repairs	8,500	6,350	(2,150)
Professional Developmen Training	1,500	1,500	-
Property Taxes	2,100	2,100	-
Road and parking lot maintena	24,950	26,500	1,550
Supplies and materials	20,950	18,300	(2,650)
Travel	3,150	2,900	(250)
Utilities	4,700	5,100	400
TOTAL EXPENDITURES	**$ 416,650**	**$ 356,650**	**$ (60,000)**

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KAWARTHA CONSERVATION
2024 Budget

Durham East Cross Forest Conservation Area
Category 1
Apportionment Method: Agreement Method (Region of Durham)

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 1	$ 104, 0	$ 0 50	$ 1,550
Municipal Levy, Category 1, Deferred	2,70	26,91	24,210
Federal Grants		51,150	51 150
TOTAL REVENUE	**106,90**	**183,81**	**$ 76,910**
EXPENDITURES			
Salaries, wages & benefits	$ 53,000	$ 103,600	$ 50,600
Advertising and Commun ons	2,000	500	(1,500)
Contracted services	-	7,000	7,000
Equipment	2,000	3,600	1,600
Infrastructure mai ance and repairs	17,800	15,000	(2,800)
Professional Develop t & Training	1,000	1,000	-
Property Taxes	6,000	6,000	-
Security Services	2,000	-	(2,000)
Supplies and materials	8,600	27,360	18,760
Travel	4,200	2,450	(1,750)
Utilities	600	600	-
Program administration	9,700	16,700	7,000
TOTAL EXPENDITURES	**$ 106,900**	**$ 183,810**	**$ 76,910**

Draft

KAWARTHA CONSERVATION
2024 Budget

Conservation Education and Community Outreach
Category 3
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 3	$	$ 750	$ 43,750
Other Grants	3, 0		(3,000)
Self Generated Revenues	45 8	113,85	68,050
TOTAL REVENUE	**$ 48**	**$ 157, 00**	**$ 108,800**
EXPENDITURES			
Salaries, wages & benefits	$ 4,300	$ 63,300	$ 59,000
Advertising and Commun ons	-	1,800	1,800
Equipment	-	1,500	1,500
Professional servic	24,000	58,100	34,100
Supplies and mate	10,000	18,200	8,200
Travel	-	400	400
Program administration	-	14,300	14,300
TOTAL EXPENDITURES	**$ 38,300**	**$ 157,600**	**$ 119,300**

Draft

KAWARTHA CONSERVATION
2024 Budget

Fleetwood Creek Natural Area
Category 3
Apportionment Method: N/A

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Self Generated Revenues	8, 0	8,850	$ 150
TOTAL REVENUE	**$ 8,7**	**$ 8,850**	**$ 150**
EXPENDITURES			
Salaries, wages & benefits	$ 7,500	$ 7,600	$ 100
Equipment	350	150	(200)
Supplies and materials	250	-	(250)
Travel	600	300	(300)
Program administrati	-	800	800
TOTAL EXPENDITURE	**$ 8,700**	**$ 8,850**	**$ 150**

Draft

KAWARTHA CONSERVATION
2024 Budget

Habitat Compensation Program
Category 3
Apportionment Method: N/A

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Self Generated Revenues	40, 00	$ 8,550	$ (31,450)
TOTAL REVENUE	**$ 40,**	**$ 8,550**	**$ (31,450)**
EXPENDITURES			
Salaries, wages & benefits	$ 28,100	$ 4,400	$ (23,700)
Equipment	1,800	-	(1,800)
Supplies and materials	1,300	50	(1,250)
Travel	2,300	250	(2,050)
Program administrati	6,500	700	(5,800)
TOTAL EXPENDITURE	**$ 40,000**	**$ 5,400**	**$ (34,600)**

Draft

Corporate Services

General Operating Programs and 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 pro sing, and adherence to applicable legislation. We produce internal financial statements d rep gularly for our leadership team and the Board of Directors.

Human Resources, Health & Safety

Human Resources provide comprehensive services and advice t ll artments in a of legislative compliance, recruitment, orientation, on-boarding, talent ma ement, metrics reporting, performance management, employment grants, and poli d procedur Within the Health and Safety function, education and training continue to b focus t eate a cult of safety in our organization. We continue to invest resources to pr uce an ef ct and progressive Health and Safety program and ensure compliance with the Occupati l Heal and Sa Act. In 2024, our Compensation Review will be completed wi proposed an for im ementation, as recommended.

Infrastructure, Asset Management, I mation & IT M agem nt

Assets include land, buildi information hnology infrastructure, vehicles, and equipment. The Corporate Services t provid port in m aging, maintaining, replacing, and monitoring risk and liability issues. Th usiness area als cludes th anagement of corporate records involving soft and hard copies al with the proper rete n criteria d the implementation of the Information Management em (IMS). This system bles timely responses to client requests, helps us to meet MFIPPA obligatio and improves search pabilities. Hardware and software for the computer network, including system sup t and security, a function of this division.

Corporate Communicat

Corporate communications e ganization transparency and accountability to our Board of Directors, municipal partners, st f, 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 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.

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KAWARTHA CONSERVATION
2024 Budget

Corporate Services
General Operating
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 1	$ 1,0 750	$ 8 718	$ (212,032)
Federal Grants	1 0	-	(18,300)
Interest income	62	75,0	12,400
Donations and other revenue	500	-	(500)
TOTAL REVENUE	**$ 1 1 2,150**	**893,718**	**$ (218,432)**
EXPENDITURES			
Salaries, wages & benefit	$ 782,000	$ 750,600	$ (31,400)
Administration and O head *(Schedule*	250,800	254,950	4,150
Advertising and Co munications	1,000	1,500	500
Board of Directors overnance	7,050	7,050	-
Professional Develop t & Training	5,500	6,500	1,000
Professional services	45,300	20,000	(25,300)
Supplies and materials	19,500	24,800	5,300
Travel	1,000	958	(42)
Program administration, cost reco	-	(172,640)	(172,640)
TOTAL EXPENDITURES	**$ 1,112,150**	**$ 893,718**	**$ (218,432)**

Draft

KAWARTHA CONSERVATION
2024 Budget

Schedule A - General Administration and Overhead
General Operating
Apportionment Method: Modified Current Value Assessment

	Budget 2023	Budget 2024	Budget Variance
EXPENDITURES			
Administration building utilities	$ 000	$ 13,000	$ -
Administration building maintenance	000	500	3,500
Office equipment leases and maintenance	00	3 0	-
Telephone & internet	14	14,20	-
Audit & legal	32,500	33,750	1,250
Banking & administration fees	4,700	4,700	-
Insurance	400	000	2,600
Website hosting, licenses, ecommerce	1	11 500	500
Conservation Ontario membership	6,000	25,500	(500)
Information Technology & Corporate Software	46,500	45,000	(1,500)
Human Resources & Safety	15,500	13,800	(1,700)
TOTAL EXPENDITURES	**$ 250,800**	**$ 254,950**	**$ 4,150**

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General Benefitting Projects

General benefitting projects typically encompass studies, plans or other significant operating initiatives that are one-time in nature, although they may span over a period of more than one year.

Digitization of Corporate Records (Category 1 Mandatory Programs and Services)

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 pro to ansfer our paper files to a digital format for the next five years. This project will also sup t our re s management policies and processes.

Environmental Monitoring Strategy Implementation (Category 1 M datory Programs and Services)

In 2022, our 10-year environmental monitoring strat gy was en ed by the B rd of Directors. The plan provides a roadmap to facilitate enhancemen hat focu on u ading infrastructure to access real time data, enhancing our monitoring network fill da gaps, a roving environmental information by investing in more recent ae imagery. In 024, our ear 2 priority is the installation of a new all-weather station at Ken Reid Co e ation Area.

Draft

KAWARTHA CONSERVATION
2024 Budget

General Benfitting Projects

Apportionment Method: MCVA

Project	Category	Budget 2023	Budget 2024	Budget Variance
Digitization of corporate records	Mandatory P&S	$ 15 000	$ 15,000	$ -
Environmental Monitoring Strategy Implementation (Year 2/10)	Other P&S	25,00	25,000	-
TOTAL REVENUE		**000**	**$ 40,**	**-**

Municipality	2024 M Apport nment	23 Levy	4 Levy	Variance
City of Kawartha Lakes	59.116	729	$ 23,646	$ (82)
Region of Durham	36.30	3	14,523	100
Municipality of Trent Lakes	4 08	695	1,676	(19)
Township of Cavan Monaghan	0 61	154	154	0
Total	**0**	**$ 40,000**	**$ 40,000**	**$ (0)**

Draft

Category 2: Municipal Programs and Services

Region of Durham – Watershed Plan Implementation

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, recreatio opport and attractive waterfront area, with enhanced stormwater management, are o nt to th conomic and social well-being of Lake Scugog and the Port Perry area. Implementati ctivities are g ed to the improvement of water quality and the sustainability of natural heritag features. The ategorized into major groupings of activities as identified below:

- Stewardship and Natural Heritage
- Scugog Water And Terrain Environm ntal Rest at (WATER) Fund
- Water Quality Monitoring
- Lake Scugog Enhancement P ect

Stewardship and Natural Heritage

Urban Deliverables includ

The Port Perry u n landscap largely h ened surfaces that promote faster moving storm runoff and re ces the ability fo land to rb water. The Urban Stewardship program is designed elp protect our urban mmunities y providing low impact development solutions at the lot lev Working with private la wners and the landscaping community, Kawartha Conservation deliver a program d gned to support private landowners looking to retrofit their properties includ calable templa for urban rain gardens and support for a variety of options to suit landowners wit ying capa for implementation.

Deliverables for 2024 include:

- Urban tree planting on municipal property
- On-Site landowner consultations for Low Impact Development or runoff management projects

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 2024 include:

- Collaboration and consultation with commodity groups across the region

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- On-site landowner consultations to support Scugog WATER Fund applications and project opportunities
- On-site landowner consultations and support to connect them with other cost sharing program 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, 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 2024 include:

- On-Site landowner consultations on shoreline ated res ion projects
- Continue to search for funding to support the lem ntatio f a restoration plan for Rotary Trail Park

Scugog WATER Fund

Since 2007, Kawartha Conservation has worked in partnership with Township of Scugog, local landowners and businesses to deliver the Scugog W Terrain En nmental Restoration (WATER) Fund. To date we have assisted with ov 300 wat uality impr ment projects on private properties and leveraged over $1.4 Mill n in lando ne ntributions.

Deliverables for 2024 include:

- Provide seed funding gr nt o private lan wners support water quality improvement projects th ign with our s hip outreach programs and the variou nt plan re mendations
- Co ue to provid pport for mmunity and private urban projects that improve ter quality and inco rate clima change adaptation recommendations at the lot evel
- ort on implementatio uccesses to community stakeholders, municipal partners, an her agencies
- Minim 50% match f landowners

Water Quality Monitoring

Upstream Investigative Water Q ality 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 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.

- Finalize and publish Layton River Report
- Continuation of monitoring on 2 streams, East Cross Creek and Blackstock Creek (Year 3 of 3)
- 11 sites being sampled in total.

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- 6 rounds of sampling (3 high flow and 3 low flow events)
- Water quality and discharge rates (flow volumes)
- Data maintenance, analysis and
- Draft report for East Cross Creek and Blackstock on the 3 years of monitoring that outlines catchments of concern.

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 an watershed tributaries. This annual project maintains a basic level of monitoring, providing asis fo uating implementation activities for future stewardship priorities, and providing reco mendati land use planning.

- 14 sites across Lake Scugog and its watershed (6 lakes a 8 t utary s)
- 6 rounds of sampling on the lake
- 7 rounds of sampling on tributaries
- Installation of 2 new conductivity loggers at Cawke ' Creek and L on River

2024, marks the 20th year of ongoing research and mo oring f ake Scugog d its tributaries. We plan to host 2 open houses to disseminate key findi s from th a 0 years and provide the community an opportunity to communicate their n ds and ants fo Lake and tributaries moving forward. We will review the current plan, lo at our key f dings an assess whether we need to continue similar monitoring structure or if e need to ad ss data ps, by improving the plan to monitor other areas of concerns.

Lake Scugog Enhancem

The purpose of thi oject is to pro technic d project management support to the Healthy Lake Scugog Steering mmittee with a pro to revita Port Perry Bay. Proposed strategies involve a combination ctivities such as dredgin reating a berm and constructed wetland to improve urban storm water tre ent, and aquatic plant rvesting. These activities will involve environmental assessment process public input, and p mitting.

A contract was awarded GHD Cons ng to investigate options, develop a project plan, and conduct the public consultation pro A t conceptual design was approved in June 2023 by council and tendering process was initiated ndering bids were much higher than anticipated so new recommendations are being established to move the construction phase forward in 2024. If construction commences in 2024 the following deliverables include:

- Support the Township of Scugog with project administration and management with tendering, permit related activities, liaison with regulatory agencies and the Williams Treaty First Nations.
- 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:
    - Basic Impact Assessment for Parks Canada
    - DFO fish offsetting plan and 'In Water Works' permit from Parks Canada for DFO offsets
- Conclude the Environmental and Climate Change Canada's Nature Smart Climate Solution Fund.
- Review of project deliverables and reports

Draft

KAWARTHA CONSERVATION
2024 Budget

Region of Durham - Lake Management Implementation, Stewardship
Category 2
Apportionment Method: Benefits Based

Stewardship	**Budget 2023**	**Budget 2024**	**Budget Variance**
SOURCES OF REVENUE			
Municipal Levy, Category 2	$ 6 00	$ 100	$ (4,700)
Municipal Levy, Category 2, Deferred		5,	5,250
TOTAL REVENUE	**$ 65,800**	**$ 66,350**	**$ 550**
EXPENDITURES			
Salaries, wages & benefits	$ 37,500	$ 37,100	$ (400)
Advertising and Communications	1 50	1,000	(500)
Landowner Grants	20,000	20,000	-
Supplies and materials	100	1,500	1,400
Travel	700	750	50
Program administ on	6,000	6,000	-
TOTAL EXPENDITURES	**$ 65,800**	**$ 66,350**	**$ 550**

Draft

Region of Durham - Lake Management Implementation, Science
Category 2
Apportionment Method: Benefits Based

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 2	$ 78,300	$ 79,000	$ 700
Municipal Levy, Category 2, Deferred	42,700	62,300	19,600
Municipal Agreement	-	47,000	47,000
Employment Grants	2,000	5 000	3,000
Other Grants	00	-	(1,600)
TOTAL REVENUE	**$ 124,6**	**$ 193,300**	**$ 68,700**
EXPENDITURES			
Salaries, wages & benefits	$ 600	65,500	$ 25,900
Equipment	3,000	10,900	7,900
Laboratory Fees	25,200	20,000	(5,200)
Supplies and materials	3 80	5,500	1,700
Travel	3,800	5,200	1,400
Lake Scugog Enhanceme oject	37,800	68,600	30,800
Program administrati	11,400	17,600	6,200
TOTAL EXPENDITURE	**$ 124,600**	**$ 193,300**	**$ 68,700**

Draft

Region of Durham – Watershed Planning

Project Purpose

In January 2023, the implementation of *Bill 23 – More Homes Built Faster Act*, was put into place. This meant that Conservation Authorities could no longer provide comments on natural heritage or water components not related to natural hazards for Planning Act applications, however, expertise remains within the organization to be able to provide reliable background information for municipal planning purposes.

Municipalities require the most up to date information to make timely isio s on Planning Act applications. Data related to the presence, and sensitivity of n ral featu e.g., watercourses, wetland and fish habitat, erosion prone areas) remain crucial ces of in orm on for the municipality to consider when processing applications to ensure that provinc d uses and ated policies are met.

This 1-year project will provide the municipality with the up to date rmation on the following:

- Field-verified location of watercourses an etlan n 2 priority as (Blackstock and Nonquon Industrial Tributary Area).
- The presence/absence of cold-water h tats alo 10 k wn cold-water streams.
- Field-verified locations of sensitiv feat es (w ands, fi h itat, erosion prone areas) along Lake Scugog.

Deliverables for 2024 incl

Update mappi yers t clude:

- Locat s of watercours nd wetla in the hamlet of Blackstock, and the Nonquon Industrial Tr tary Area.
- C ges in fish habitat along ld-water streams.
- Loca of sensitive fish hab along the Lake Scugog shoreline.
- Locatio wetlands and wa courses along the Lake Scugog shoreline.
- Location o sion prone as along the Lake Scugog shoreline.

A summary report th nclu

- Methodology, key ngs, and land use management considerations.

Draft

KAWARTHA CONSERVATION
2024 Budget

Region of Durham - Watershed Planning
Category 2
Apportionment Method: Benefits Based

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 2	$ 7,300	30,500	$ 3,200
TOTAL REVENUE	**$ 27,300**	**$ 30,500**	**$ 3,200**
EXPENDITURES			
Salaries, wages & benefits	21,50	$ 24,200	$ 2,700
Equipment	0	1,600	1,100
Supplies and materials	500	500	-
Travel	2,300	1,400	(900)
Program administrati	2,500	2,800	300
TOTAL EXPENDITURE	**$ 27,300**	**$ 30,500**	**$ 3,200**

Draft

City of Kawartha Lakes Risk Management Official

Clean Water Act, Part IV, Enforcement

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. 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.

Risk Management Plans and developing the land surrounding wat r su y sy ems in a suitable way is required. This is a proactive method of ensuring contaminatio sks are r ced and expensive clean-up costs can be averted. These plans and activities directly suppo he City of Ka rtha Lakes specifically in implementation of plan policies requiring a Risk Management Pl d providing formation for planning/building applications for development where the activi o nd use could pa pon municipal drinking water supplies.

Activities of the Risk Management Official are guided a Proje versight C mittee comprised of public works, planning and building staff from the C of Kawa ha es, and staff at Kawartha Conservation.

Deliverables

This project to date has involved the deve ment of risk ma gement plans with landowners designed to eliminate risks to m cipal supply sy ms and policies and procedures have been developed to guide impleme ion activities. oing wor curs to verify compliance with risk management plans and adju s them as necessary. k Manage nt Plans address various risks to drinking water sources and a ultural uses and residen l fuel oil have most common under the existing policies.

The changes to the D tor's technical r s and subsequent proposed amendments to the assessment report and source prote n plan will ult in new significant drinking water threats which require management through risk m age nt plans. Activities in 2024 will continue to focus on the negotiation and establishment of these ne k management plans, issuing notices to proceed with an activity under the *Planning Act* and *Building Code Act,* and annual reporting. Under the amended policies, road salt storage and chemical storage threats which were previously not a concern will now need to be addressed, resulting in a doubling of the number of risk management plans required. Some existing risk management plans will also need to be amended because of the amendments.

This program also includes the provision of letters or notices to applicants proposing to submit an application under the Planning Act or Building Code Act to ensure their activities will not affect municipal residential water supply systems.

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KAWARTHA CONSERVATION
2024 Budget

City of Kawartha Lakes - Risk Management Official, Clean Water Act Part IV, Enforcement
Category 2
Apportionment Method: Agreement

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Agreement	$ 60,000	$ 60,000	$ -
TOTAL REVENUE	**$ 60,000**	**60,000**	**$ -**
EXPENDITURES			
Salaries, wages & benefits	51 00	$ 52,300	$ 1,300
Supplies and materials	000	2,000	(2,000)
Travel	500	500	-
Program administration	4,500	5,200	700
TOTAL EXPENDITU S	**$ 60,000**	**$ 60,000**	**$ -**

Note: This budget is funded ugh a mu al agreement and is not considered part of the municipal levy for the City of Kawartha Lakes.

Draft

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.

2024 is year four 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 are undertaken over multiple years. This allows us to develop baseline documentation – 'state of the lake' – as the foundation for developing management recommendations.

Deliverables for 2024 include:

- Continuation of Lake Working Group to help focus priority management recommendations.
- Completion of water quality and quantity monitoring to help capture "average" and "atypical" conditions.
- Compile and complete data analysis on 3 years' worth of data and summarize results.
- Routine updating of Lake Dalrymple webpage and data dashboards 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.
- Finalize all components of the watershed characterization report
- Finalize the lake management plan

Draft

KAWARTHA CONSERVATION
2024 Budget

City of Kawartha Lakes - Lake Dalrymple Management Plan
Category 2
Apportionment Method: Benefits Based

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 2	$ 300	$ 2 700	$ (6,600)
Municipal Levy, Category 2, Deferred		1 50	14,950
TOTAL REVENUE	**300**	**$ 7 650**	**$ 8,350**
EXPENDITURES			
Salaries, wages & benefits	$ 45 0	$ 53,300	$ 8,100
Equipment	3,500	650	(2,850)
Laboratory Fees	8,800	2,500	(6,300)
Professional services	-	12,100	12,100
Supplies and mate	2,100	1,350	(750)
Travel	3,400	650	(2,750)
Program administrati	6,300	7,100	800
TOTAL EXPENDITURES	**$ 69,300**	**$ 77,650**	**$ 8,350**

Draft

City of Kawartha Lakes - Lake Management Plan Implementation

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 our Implementation Action Plan 2019-2023, Kawartha Conservation and the Implementation Task Force developed an updated 5-year Implementation Action Plan (2024 –2028) to continue to improve the appeal of our lakes as an engine for economic growth.

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

- Incentive Grant Program
- Implementation Outreach Program
- Shoreline Program
- Urban Program
- Rural Program

Incentive Grant Program

Grassroots organizations and private landowners p a critic ole e implementation of the Lake Management Plans. The Kawartha Water Fund prog am wa reated port private landowners and community groups that are interested in u rtaking pro ts that d monstrate actions from the Lake Management Plans. Since 2019, this pro ra has provide eed fu ng to 100 landowners and community groups, leveraging more than 5,000 in comm nvestment.

Deliverables for 20 nclude:

- $70 in grants availab r a 50/50 tch
- C munity planting project
- Aq plant management p ects
- Comm y engagement pro s
- Agricultur est Managem Practices
- Septic and w pgrades
- Rainwater harve
- Shoreline and streambank restoration
- Low impact development solutions
- Leverage additional investment of $215,000 in external support
- Total return on investment of 200%

Implementation Outreach Program

Partner and Community Engagement

A key component of the Implementation Action Plan is collaboration among community groups and institutions already active on the lake. This program will maintain collaboration with our partners at various levels to ensure that programs and projects are meeting the actions that were recommended in the Lake Management Plans. By working alongside the different program partners, Kawartha Conservation will share and promote sound scientific decision making, local knowledge, and traditional values.

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Deliverables for 2024 include:

- Coordinate and facilitate a multi-partner public 'State of the Lakes' symposium
- Collaborate with lake associations, and other community groups providing presentations to provide updated information
- Participate in community events such as Country Living Show, Spotlight on Agriculture etc. to improve community connections and share important updates on programs and results
- 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
- Develop a digital dashboard to report data and activity res s in real time
- Develop a semi-annual digital newsletter on implem tation esses
- Oversee the planning and preparation for attenda e at the t ational Plowing Match and Rural Expo in Lindsay

Erosion and Sediment Control Planning

Better erosion and sediment control management at construction proj near water priority recommendation in all Lake, Watershed, and Storm Wate agement P Sediment-laden run-off is a significant threat to the health of local lakes and the onnec waters an n have both acute and long-term impacts including filling in shallow areas, othering s bitat, increasing phosphorous loads and poor aesthetics. Ongoing development p sures i prior the City of Kawartha Lakes and vital to economic growth. Responsible sedim and erosi control anning is a required part of the preparation , during and post construction ocess. Effec erosion nd sediment control planning between municipalities, contractors, con ation authori ther construction partners reduces construction delays, ensu rk permit c liance, and protects the local environment.

The purpose of t program is to par with the elopment industry to pilot innovative technologies and research rack erosion and sedim ation at construction sites, educating developers, contractors, co uction works and othe n the development industry on best management practices related to selectio stallation and inspe on of erosion and sediment control measures. Work in this area will help ensure effectiveness o hese technologies. Lastly, a key part of this program is to undertake site inspectio n active truction projects to work with proponents on evaluating effectiveness and to adjust n ded to ensure the health and safety of our surface water.

Deliverables for 2024 include:

- Establish a partnership with 1 developer to test sediment and erosion tracking technologies during the construction phase of a project.
- Installation of a turbidity meter at 1 construction site to establish a relationship between water clarity and sedimentation during the construction phase of a project.
- Distribute fact sheets, videos, and other educational materials to proponents.
- Update erosion and sediment control guidelines at Kawartha Conservation.
- Undertake 10 construction site inspections to assess efficiency of control measures.
- Secure 5 proponent led solutions for improving control measures on construction project.
- Certification of 1 staff as a certified inspector of Sediment and Erosion Control.

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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. Since 2019, nine (9) agricultural demonstration projects have been implemented in Kawartha Lakes, leveraging $208,000 in grant funding and $8,000 in community investment.

Deliverables for 2024 include:

- Collaboration and partnerships with agricultural com odity
- On-farm consultations to develop and support pr ct implem tion
- Collaboration with the East Central Farm Stewards Coll orativ
- Collaboration with the Peterborough chapter of ALUS
- Water quality sampling to demonstrate the benefici im t of projects
- Negotiate a grant to leverage $17,000
- Total Return on Investment of 89%

Investigative Upstream Monitoring

The Investigative Upstream Monitoring program w reduce sting a gaps by providing qualitative and quantitative data. This data will be inval ble to allow g Kawart a Conservation to identify problem areas and establish remediation a d restoration ptions m ing forward. The Lake Management implementation plan is a t of recomme tio made from the lake management planning process for Stur Balsam, Ca on, and Pigeon lakes. These recommendations include the identification of 'hot ts or p m areas (high nutrient concentrations, reduced forest cover, impaired riparian nes).

Deliverables f 024 include:

- Comp on of monitoring on netville Creek, Stoney Creek and Sucker Creek (Year 3 of 3) in collabor n with Trent Uni sity
- Sampling 2 es in total water quality and flow 8 times a year
- Parameters in nu nts (phosphorus & nitrogen, total suspended solids, chloride)
- Produce a summa port of key findings

Shoreline Program

Community Science Monitoring

The nearshore area is under the direct influence of activities performed on the shoreline (urban development, agriculture, specific shoreline alteration) in addition to acting as a transition zone that is highly influenced from waters offshore and land and tributary drainage. The data collected in nearshore areas can act as an early warning indicator for the lakes and thus identify "problem areas" or "hot spots" of degraded water quality and threats to human and animal health in addition to a decrease in biodiversity and habitat. Routine water quality monitoring was identified as a priority recommendation in every Lake Management Plan.

This citizen science program will continue the successful Nearshore Monitoring Program (2019-2021) and aim to continue to empower our community to take action and provide valuable information on the concentrations of various nutrients in our waterbodies. The objectives of the 5-year Community Science Monitoring Program

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are to monitor the nearshore environments health annually, provide up-to-date results to the public and key lake stakeholders, track changes over a 3- and 5-year period to inform Lake Plan actions, and provide stewardship with information on areas with degraded nearshore water quality. These findings will guide stewardship efforts through the Water Fund and Waterfront Stewardship programs. The monitoring and hands-on components will work together to seek funding. This project will depend on external funding to accomplish the 2024 deliverables which include:

- Monthly (May to October) water quality monitoring at 70 sites across the high priority lakes Sturgeon, Balsam, Cameron, Pigeon), medium priority lakes (Canal, Mitchell, Dalrymple), and low priority lakes (Head, Shadow, Four Mile), yearly.
- Engage at least 70 volunteers in monitoring activities annually.
- Report on key findings to watershed residents through an onli e dashboard
- Summary report of degraded areas of water quality for th pla ng o future stewardship projects
- Provide monthly social media posts with science summ y.
- Host an annual volunteer appreciation event.

Waterfront Stewardship

The Shoreline Stewardship Program works with private landown rs rovide an ar chnical supports to encourage better land management decisions and actions. st shoreline properties in the City of Kawartha Lakes are privately owned. With this se area having ch a large influence on surface water quality, the daily actions of these lando ers im t the ability our community and tourists to enjoy our lakes.

Deliverables for 2024 Include:

- On-site Shoreline consultati with landow ers
- Increase awareness thro e Watershe elco packages
- 1,200 native lants sold to s ort shoreline st ardship
- Septic agem formatio r private landowners
- Mo r sedimentati nd nutrie oading at key project waterfronts
- T al return on investm 243%

Urban Progra

Stormwater Monit

Urban stormwater run has been ide ied throughout all Lake Management Plans to be a concern due to higher rates of imp iousne nd the concentration of contaminant sources. Building upon the successes of the Investigativ am Monitoring program for agricultural tributaries, we can transfer the same approach of monitori multiple sites along a watercourse, to identify hotspots along the Scugog River.

During the next 5 years, our focus will be in the largest urban centre of CKL, Lindsay, and the urban runoff draining into the Scugog River. The Stormwater Monitoring program will gather baseline water quality and quantity information from both stormwater outlets and streams. Our collection efforts will take place at outlets during storm events occurring spring, summer and fall months as well as at 5 major streams that drain directly into the Scugog River (Distillery, Jennings, Sinister, Albert, and Sucker creeks).

In addition, the information gathered will help direct the upcoming monitoring plans that will need to be developed by municipalities as part of the new provincial guidance being released in 2023, that are specific to the Consolidated Linear Infrastructure Permissions Approach (CLI-EAC). The preliminary data being collected will directly correlate with the two main objectives that these plans will have to include:

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I. Identifying existing or emerging water quality and quantity issues in the key receivers as well as track future changes to water quality and quantity including long term trends of receiver health due to urbanization and
II. Determining cumulative impacts on the receiver due to water quality and quantity changes overtime due to urbanization.

Deliverables for 2024 include:

- We will monitor 5 urban streams draining directly into Scugog River (Distillery, Jennings, Sinister, Suckers and Albert) for water quality, flow, and benthic communities.
- Twice a month sampling from April-November.
- Explore innovative approaches to sample by using conductivity loggers, an autosampler and siphon samplers, to help capture high loading events (rain events) remotely.
- Capture runoff from additional stormwater outlets along he r ma ually, during 5 stormwater events
- Parameters will include nutrients (phosphorus & nitro , total s nded solids, chloride).
- Conduct bacteria source tracking at 3 sites

Urban Restoration

The urban restoration program helps to protect our urban communi by providing pact development recommendations at the individual property level. Much ur urban landscape is hardened surface that promotes faster moving storm ru d reduces t bility for the land to absorb water. We work with private landowners and e lands ng commu to develop a program for retrofitting existing properties including a variet of option o landowners with varying capacity for implementation. Since 2019, Kawartha Conserv on has ccess implemented 14 urban demonstration projects on private and publi nds.

Deliverables for 2024 include:

- On-site la ner consult ns
- Incr landow warenes d engagement through publications, social media, and d ct outreach to k akeholde s identified through the Stormwater Monitoring ogram
- plementation of lot le tormwater feature as part of new development model h s

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KAWARTHA CONSERVATION
2024 Budget

City of Kawartha Lakes - Lake Management Implementation, Stewardship
Category 2
Apportionment Method: Benefits Based

Stewardship	**Budget 2023**	**Budget 2024**	**Budget Variance**
SOURCES OF REVENUE			
Municipal Levy, Category 2	$ 63,200	$ 265,000	$ 101,800
Municipal Levy, Category 2, Deferred	8	26,875	(50,925)
Provincial Grants	6 0	-	(68,900)
Other Grants		34,3	34,325
Self Generated Revenues	7,000	16,000	9,000
TOTAL REVENUE	**$ 316,90**	**342,200**	**$ 25,300**
EXPENDITURES			
Salaries, wages & ben s	$ 161,500	$ 181,000	$ 19,500
Advertising and Co munications	11,000	7,400	(3,600)
Contracted service	48,500	25,000	(23,500)
Cost of sales	5,000	14,000	9,000
Equipment	100	50	(50)
Landowner Grants	55,500	70,000	14,500
Supplies and materials	2,500	9,700	7,200
Travel	4,000	3,950	(50)
Program administration	28,800	31,100	2,300
TOTAL EXPENDITURES	**$ 316,900**	**$ 342,200**	**$ 25,300**

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Lake Management Implementation, Science
Category 2
Apportionment Method: Benefits Based

Science	**Budget 2023**	**Budget 2024**	**Budget Variance**
SOURCES OF REVENUE			
Municipal Levy, Category 2	128,950	121,784	(7,166)
Municipal Levy, Category 2, Deferred	54,450	111,116	56,666
Employment Grants	2,00	2,500	500
Other Grants	5,000	40,000	35,000
TOTAL REVENUE	**$ 190,40**	**$ 275,**	**$ 85,000**
EXPENDITURES			
Salaries, wages & benefits	$ 81,4	105,600	$ 24,200
Stipends	10,0 0	-	(10,000)
Equipment	4 00	37,200	(7,300)
Laboratory Fees	24,000	81,900	57,900
Professional services	-	5,300	5,300
Supplies and material	11,400	11,100	(300)
Travel	4,500	9,300	4,800
Program administr n	14,600	25,000	10,400
TOTAL EXPENDITURES	**$ 190,400**	**$ 275,400**	**$ 85,000**

Draft

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 advis n improvements and help mitigate flood risks within the watershed, which can be partial chieve ough up-to-date and refined data. To do this, flood plain mapping studies are creat using in rm on collected for the study such as LIDAR, survey data, soil type and land use types. T e udies he ynthesize representations of what the landscape is like and how excess wat lume will be placed during large storm events within the watershed. Ultimately the model produces a d line that ca used to create flood hazard mapping. This model will also help inform consultants d other engineers produce updated mapping for safe future development within o djac to flood pl

In an effort to achieve this core responsibility, Kaw ha Cons vatio artnered with Municipality of Trent Lakes to provide studies along the Mis aa Zi bi Riv and Nog C eek, which is being partially funded through the Federal Flood Hazard I ntification a Mapping rogram (FHIMP).

The Miskwaa Ziibi River f th into Lit Bald Lake. It has a watershed area of approximately 200 square kilometers. M propert f concern located at the south end of the Miskwaa Ziibi river. There are approx ately 200 residen ropertie at are assumed to be within the flood plain. This mapping will identify which proper are at risk along the east and west side of the Miskwaa Ziibi River.

Nogies Creek flows so into Pigeon La It has a watershed area of approximately 200 square kilometers. Most propert f conce are located at the southern half of Nogies Creek. This Creek has approximately 200 residenti o ties that are assumed to be within the flood plain. This mapping will help identify which properties a 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;
- 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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KAWARTHA CONSERVATION
2024 Budget

Trent Lakes, Floodplain Mapping Studies
Category 2
Apportionment Method: Benefits Based

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 2	$ 73,000	$ -	$ (273,000)
Municipal Levy, Category 2, Deferred	2 0)	4 300	137,000
TOTAL REVENUE	**$ 50,300**	**$ 114,300**	**$ (136,000)**
EXPENDITURES			
Salaries, wages & benefits	100	$ 11,900	$ (55,200)
Equipment	3,000	-	(3,000)
Professional services	152,400	92,000	(60,400)
Supplies and material	3,000	-	(3,000)
Travel	2,000	-	(2,000)
Program administ n	22,800	10,400	(12,400)
TOTAL EXPENDITURES	**$ 250,300**	**$ 114,300**	**$ (136,000)**

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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 imple ntation e Implementation Action Plan as well as protect and enhance our tree canopy; of which h items wer ghlighted in the City of Kawartha Lakes 2020-2023 Strategic Plan. Since 2019 Kawartha C rvation has d/planted 179,005 trees and shrubs across the watershed, exceeding our target of 5, This new p heavily invested in by Forest Ontario, Highway of Heroes, and private landown

Deliverables for 2024 include:

- Development of planting plans to support c opy grow
- Distribute 15,000 seedlings as part of the o -the-c nter p m
- Plant 40,000 trees as part of the 50 ion tree pr ram
- Survival assessments of previous p nting sites
- Urban tree planting projects
- Leveraged exter ing of $136, 0
- Return on In ment of %

Draft

KAWARTHA CONSERVATION
2024 Budget

Joint Project - Forestry and Tree Planting Stewardship
Category 2
Apportionment Method: Agreement Method (CKL & Durham)

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Levy, Category 2	$ 34 0	$ 00	$ (28,800)
Municipal Levy, Category 2, Deferred	17,0	81,0	64,000
Municipal Agreement	18,00	9,000	(9 000)
Other Grants	59,500	71,500	12,000
Self Generated Revenues	58 400	7 500	9,100
TOTAL REVENUE	**$ 1 ,700**	**$ 235,000**	**$ 47,300**
EXPENDITURES			
Salaries, wages & ben s	$ 85,100	$ 90,200	$ 5,100
Advertising and Co munications	2,500	3,100	600
Contracted service	26,000	44,800	18,800
Cost of sales	20,000	28,000	8,000
Supplies and materials	34,500	44,500	10,000
Travel	2,500	3,000	500
Program administration	17,100	21,400	4,300
TOTAL EXPENDITURES	**$ 187,700**	**$ 235,000**	**$ 47,300**

Draft

County of Haliburton – Flood Plain Mapping Study

Purpose

The objective of these studies is to update flood plain mapping along the Gull and Burnt Rivers in the County of Haliburton, 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, County and the local municipalities the ability to make informed decisions about future land use and identify flood hazard reduction opportunities within the area.

Background and detail

Given conservation authority expertise in floodplain mapping, we have partnered with Haliburton to conduct flood plain mapping in conjunction with the Ganaraska Region Conservation Authority. Municipalities are responsible for developing information to help mitig flo risks outside conservation authority watersheds, and mitigation can be par y achiev hrough up-to-date and refined data. To do this, flood plain mapping studies are creat sing nform n collected for the study such as LIDAR, survey data, soil type and land use types. Th tudies help nthesize representations of what the landscape is like and how excess w r me will be d a during large storm events within the watershed. Ultimately the model produces a fl line that can be used to create flood hazard mapping. This model will also help inf onsultants other engineers produce updated mapping for safe future development within adjace o flood pla

This project is being funded through the County of iburto and th the Federal Flood Hazard Identification and Mapping Program (FHIMP ur role in t project to provide survey information and flood line mapping, based on the infor ation provid by the e gineering work conducted by the Ganaraska Region Conservation Authority

Deliverables

- Atten oordination me s;
- P de survey information flood plai related information and data;
- Pr e topographical flood l mapping from engineering data
- Provi put to the Flood Pla Mapping Technical Report
- Assist in mplementation planning decisions.

Draft

KAWARTHA CONSERVATION
2024 Budget

Haliburton County, Floodplain Mapping Project
Category 2
Apportionment Method: N/A

	Budget 2023	Budget 2024	Budget Variance
SOURCES OF REVENUE			
Municipal Agreement	50 0 0	25,000	$ (25,000)
TOTAL REVENUE	**$ 50,0**	**$ 25,000**	**$ (25,000)**
EXPENDITURES			
Salaries, wages & benefits	$ 7,500	$ 20,300	$ (27,200)
Supplies and materials	500	500	-
Travel	1,000	1,250	250
Program administration	1,000	2,200	1,200
TOTAL EXPENDITU S	**$ 50,000**	**$ 24,250**	**$ (25,750)**

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KAWARTHA CONSERVATION

Kawartha Conservation 2024 Capital Expenditures

Project Code	Capital Item Requested	CA Act Category	Proposed Capital Expenditures	Reserve Fundin	Other Fu	Grant Funding	2023 Rollover	2024 Levy Allocated	Adjuted Levy Total
	Corporate Services								
CS-TCA-01	Building Security System Enhancement	General Capital	$ 20,000	$ (6,10	-	$	(10,000)	$ (3,900)	$ -
CS-TCA-02	Cellular Signal Booster	General Capital	7,500	(7,500)	-		-	-	-
CS-TCA-03	Walkway Rehabilitation and Sidewalk Repair	General Capital	10,000	(10 000)	-	-	-	-	-
CS-TCA-04	Fleet Replacement	General Capital	45,000	-		-	(45,000)	-	-
	Stewardship and Conservation Lands								
SCL-TCA-01	Ken Reid Marsh Boardwalk*	Other	530,0	(2 000)	-	(250,000)	-	-	-
SCL-TCA-02	Ken Reid Road Study	Mandatory	15,000	5,000)	-	-	-	-	-
SCL-TCA-03	Fencing - New Property Acquisition	Other	60,000	60,000)	-	-	-	-	-
SCL-TCA-04	Talking Forest Application	Other	12,000	6 000)	(6,000)	-	-	-	-
SCL-TCA-05	Raingarden Project*	Municipal/Other	83,000		-	(41,500)	-	(9,900)	-
SCL-TCA-06	Field Centre Rehabilitation	l Capital	80,000	(80,000)	-	-	-	-	-
	Total		**$ 8 0**	**$ (496,200)**	**$ (6,000)**	**$ (291,500)**	**$ (55,000)**	**$ (13,800)**	**$ -**

** Projects will proceed only with gr nding or contributions from ot*

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KAWARTHA CONSERVATION

Continuity of Reserves

Reserves	2023 Audited Opening Balance	2024 Projected Op ing Balan	2024 Contributions from Operating	2024 Proposed Commitments	Projected Closing Balance
Discretionary					
Unrestricted	$ 857,599	$ 57,599	$ -	$ -	857,599
Capital Asset Acquisitions	538,765	46 65	28,900	(348,395)	144,270
Conservation Initiatives	113 55	113,35	-	(113,355)	-
Externally Restricted					
Durham East Cross Forest CA	39,60	39,600	-	-	39,600
Windy Ridge CA	22,826	19,076	-	(11,250)	7,826
Ken Reid CA	89,450	89,450	-	(89,450)	-
Scugog Land Acquisitions	1 3 664	133,664	-	-	133,664
	$ 1,795,259	$ 1,716,509	$ 28,900	$ (562,450)	$ 1,182,959

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Kawartha Conservation
2024 Capital Expenditures

Project Name	Building Security System Enhancement
Department	Corporate Services
Project Manager	Jonathan Lucas, Director, Corporate Services
Project Number	CA-TCA-01

Project Description and Rationale

This project includes security improvements and expansion for owned buildings to update our security system with remote management capabilities and consolidation of non-integrated systems. This project includes expanding coverage to vulnerable areas and integrating our doorways with the security system. Additionally, this will assist with the bookings for the Field Centre with providing a FOB that can be easily disabled for rentals. Additional funds from the 2023 approved amoun are required as the project became more involved for an optimal solution.

Strategic Reference

Innovate and Enhance:
Increase our organizational resiliency
Explore and implement digital infrastructure to e ance busi uccess and outcomes

Protect and Restore:
Ensure the safety of people, operty, and publi nfrastructure

Draft

Kawartha Conservation
2024 Capital Expenditures

Project Name	Cellular Signal Booster
Department	Corporate Services
Project Manager	Jonathan Lucas, Director, Corporate Services
Project Number	CS-TCA-02

Project Description and Rationale

The main administration building has issues with cellular signal within the building. A cellular signal booster would be installed to provide a strong cellular signal within the building. This signal booster would support our security system as redundancy to a landline supported system. As our building also acts as the Emergency Operations Centre, it is imperative to ensure a reliable cellular signal is available in the event of a potential disaster. Additionally, this will assist with the incr asing prevalence of mobile devices in day-to-day tasks.

Strategic Reference

Innovate and Enhance:
Increase our organizational resiliency
Explore and implement digital infrastructure to e ance busi uccess and outcomes

Protect and Restore:
Ensure the safety of people, operty, and publi nfrastructure

Draft

Kawartha Conservation
2024 Capital Expenditures

Project Name	Walkway Rehabilitation and Sidewalk Repair
Department	Corporate Services
Project Manager	Jonathan Lucas, Director, Corporate Services
Project Number	CS-TCA-03

Project Description and Rationale

Our walkway that guides walking traffic from the parking lot to the administration building has degraded and overgrown overtime. In order to provide the public with safe access to the administration building and guide traffic away from the roadway, it's recommended to rehabilitate this gravel walkway. Additionally, our concrete walkway requires repairs where freeze/thaw cycles have raised blocks creating a tripping hazard for staff.

Strategic Reference

Protect and Restore:
Ensure the safety of people, property, and public rastruct e

Draft

Kawartha Conservation
2024 Capital Expenditures

Project Name	Fleet Replacement (2005 Pontiac Vibe)
Department	Corporate Services
Project Manager	Jonathan Lucas, Director, Corporate Services
Project Number	CS-TCA-04

Project Description and Rationale

Our current vehicle fleet is aging and requires replacement. Three vehicles were pulled from circulation for auction (2005 Pontiac Vibe with 300,000km, 2006 Toyota Matrix with 300,000km & 2006 GMC Sierra with safety concerns) as the investment to continue operating is exponentially increasing.

We recommend purchasing one vehicle in 2024 and deferring additio al purchase(s) until 2025. Seasonal needs will be supplemented with short-term leases, as required

Strategic Reference

Innovate and Enhance:
Increase efficiency and effectiveness of service de very

Draft

Kawartha Conservation
2024 Capital Expenditures

Project Name	Ken Reid Marsh Boardwalk
Department	Stewardship and Conservation Lands
Project Manager	Kristie Virgoe, Director, Stewardship and Conservation Lands
Project Number	SCL-TCA-01

Project Description and Rationale

To address the long-term need to repair the boardwalk, and to elevate our infrastructure and visitor appeal, we are in the process of investigating a fully redesigned and rebuilt boardwalk with a plan to utilize the Tourism Growth Program to help support the work. Given the extent of the work and limited staffing resources, we are proposing a contractor to complete this project. This length of boardwalk is approximately 135m and runs hrough the Sturgeon Lake No. 26 Provincially Significant Wetland. This project is gran depen nt.

Strategic Reference

Engage and Inspire:
Maintain and enhance our Conservation Areas to ovide he thy ou door experiences.

Draft

Kawartha Conservation
2024 Capital Expenditures

Project Name	Ken Reid Road Study
Department	Stewardship and Conservation Lands
Project Manager	Kristie Virgoe, Director, Stewardship and Conservation Lands
Project Number	SCL-TCA-02

Project Description and Rationale

The roadway into our flagship Conservation Area and Administration building continues to degrade exponentially requiring more frequent investment to maintain service levels. These service levels are increasingly challenging to maintain due to financial constraints and physical constraints with grading and maintenance as they can only take place in the appropriate seasons. The time benefit grading provides continue to decrease.

The roadway requires a geotechnical evaluation to determine d gn nd pa meters that are required to resolve or mitigate the road degradation.

Strategic Reference

Engage and Inspire:
Develop and execute a plan for infrastructure upg des at o conse vation areas

Innovate and Enhance:
Increase efficiency and effectiv ess of servic elivery

Draft

Kawartha Conservation
2024 Capital Expenditures

Project Name	Fencing - New Property Acquisition
Department	Stewardship and Conservation Lands
Project Manager	Kristie Virgoe, Director, Stewardship and Conservation Lands
Project Number	SCL-TCA-03

Project Description and Rationale

Kawartha Conservation is in the process of acquiring land through a donation as directed by the Board of Directors. The property requires a fencing perimeter to be established from the neighbouring properties. The dimensions of the fencing required is approximately 2,500ft.

Strategic Reference

Engage and Inspire:
Maintain and enhance our Conservation Areas to ovide he thy ou door experiences.

Draft

Kawartha Conservation
2024 Capital Expenditures

Project Name	Talking Forest Application
Department	Stewardship and Conservation Lands
Project Manager	Kristie Virgoe, Director, Stewardship and Conservation Lands
Project Number	SCL-TCA-04

Project Description and Rationale

The Talking Forest Application has been very well received by the community since it's launch in 2022. The application requires redevelopment as the original hosting organization is no longer supporting the application. The costs for this initiative will be shared by another Conservation Authority that would like to launch the experience in their watershed.

Strategic Reference

Engage and Inspire:
Explore service and program expansion opportuni es at our onserv tion areas
Explore tourism and economic opportunities of v e to the c unity, businesses and member municipalities

Innovate and Enhance:
Explore and implement digital in astructure to e ance business success and outcomes

Draft

Kawartha Conservation
2024 Capital Expenditures

Project Name	Raingarden Project
Department	Stewardship and Conservation Lands
Project Manager	Kristie Virgoe, Director, Stewardship and Conservation Lands
Project Number	SCL-TCA-05

Project Description and Rationale

The administration building parking lot has water runoff towards towards the field centre and grassy area. The water is not being diverted properly resulting in pooling at the field centre and surrounding locations detoriating the building. This project aims to reduce the runoffs impacts and divert it to a raingarden. We have applied for funding to support this initiative.

Strategic Reference

Protect and Restore:
Ensure the safety of people, property, and public rastruct e

Draft

Kawartha Conservation
2024 Capital Expenditures

Project Name	Field Centre Rehabilitation
Department	Stewardship and Conservation Lands
Project Manager	Kristie Virgoe, Director, Stewardship and Conservation Lands
Project Number	SCL-TCA-06

Project Description and Rationale

Our Field Centre supports community events, rentals, educational partnerships and organizational needs for filing space and equipment storage. The centre was originally built in 1994 with an addition completed in 2012. The building is experiencing moisture issues that are now resulting in visible damages and concerns. Our preliminary estimates and discussions with contractors include work to repair drywall, insulation, baseboards, siding, eavestroughs and manage drainage

Strategic Reference

Engage and Inspire:
Maintain and enhance our Conservation Areas to ovide he thy ou door experiences.

Draft

KAWARTHA CONSERVATION

Agenda Item #9.2

BOD Meeting #3/24
March 28, 2024

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:

Final steps related to accounting of Phase 2 transition activities identified in O. Reg. 687/21 by the Province.

RECOMMENDED RESOLUTION:

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

That, a letter be sent to the Minister and all participating municipalities identifying compliance with Phase 2 activities identified in *O. Reg. 687/21: Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act*.

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.

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 programs.

Memorandum of Understanding (MOUs)

As of February 16, 2024, we have fully executed agreements with Trent Lakes, Cavan Monaghan, the City of Kawartha Lakes, and the Region of Durham.

All MOUs will be posted on our website for transparency purposes, per *O.Reg. 400/22: Information Requirements.*

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

Timeline Transition:

The request to the Province to extend the deadline for agreements extended the transition period as defined in legislation to March 31, 2024.

Final Submission

As identified in O. Reg. 687/21, we have a requirement to notify all participating municipalities and the Ministry that we have entered into agreements for cost apportioning agreements and will need to forward the current inventory of programs and services.

> ***O. Reg. 687/21: Transition Plans and Agreements for Programs and Services under Section 21.2.1 of the Act***
>
> ***Final submissions due at end of transition period***
>
> **9.** Within 30 days after the transition date, the authority shall submit to the participating municipalities and to the Ministry,
>
> (a) the final version of the inventory; and
>
> (b) confirmation that the authority has entered into all necessary cost apportioning agreements with the participating municipalities.

Once materials have been sent to the Ministry and municipalities, the transitory period identified in legislation with regards to the MOU process will be concluded.

Other Activities tied to Transition Activities

Remaining work to be completed as identified in the legislation include the Conservation Areas Strategy, Conservation Land Inventory, and Watershed-based Resource Management Strategy, which are to be completed by the end of 2024.

KAWARTHA CONSERVATION

Agenda Item #9.3

BOD Meeting #3/24
March 28, 2024

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

From: Mark Majchrowski, CAO
Kristie Virgoe, Director, Stewardship and Conservation Lands

Re: Conservation Areas Development: Property Acquisition

KEY ISSUE:

Finalization of the donation of a 12-acre parcel through the Ecological Gifts Program to establish a new Conservation Area in Durham Region.

RECOMMENDED RESOLUTION:

Resolved, That, the staff report on the finalization of the property donation be received, and,

That, the new conservation area be named Tuck'd Away Trail Conservation Area.

In 2022, we were approached by Mr. and Mrs. Tuck who were interested in donating a portion of their property to be managed as a conservation area in a portion of northern Scugog Township. Since that time, we have negotiated the donation of 12 acres along the Layton River. This spectacular property has been well cared for over the years, which has a series of trails on it and approximately 10 acres of tree planting. The Tucks have a very strong connection to the land and are eager to see it welcome visitors.

For more information, please contact Kristie Virgoe at extension 214.

Earlier this month, we finalized the donation and took formal ownership of this property, with the proposed name of Tuck'd Away Trail Conservation Area, as proposed by the donor. In accordance with our Donor Recognition Policy Section 3.3 Principles and Responsibilities; "*Ultimate authority to accept or decline any proposal to name at Kawartha Conservation rests with the Board of Directors.*" The proposed name does meet our policy and requirements.

This property was deemed by the Federal Government as Ecologically Sensitive and has been donated through the Ecological Gift Program. A copy of the report endorsed by the program is attached.

Visitors to the property will have the opportunity to explore spruce plantations and cedar forests and immerse themselves in a portion of the Layton River Wetland Complex. The trails offer opportunities for wildlife viewing and the abundance of mushrooms in the fall provide a wonderful opportunity for hosting guided hikes.

We are thrilled to announce the finalization of this donation and thank Mr. and Mrs. Tuck for their generosity and their dedication to stewarding this special piece of our natural heritage. Over the next year, staff will work to map out all the trails, establish perimeter fencing and signage, with a goal of a grand opening in the fall of 2024 or spring of 2025.

For more information, please contact Kristie Virgoe at extension 214.

ATTACHMENT #1

Ecological Sensitivity Report

Tuck Property

January 2023

KAWARTHA CONSERVATION

Discover · Protect · Restore

About Kawartha Conservation

Who we are

We are a watershed-based organization that uses planning, stewardship, science, and conservation lands management to protect and sustain outstanding water quality and quantity supported by healthy landscapes.

Why is watershed management important?

Abundant, clean water is the lifeblood of the Kawarthas. It is essential for our quality of life, health, and continued prosperity. It supplies our drinking water, maintains property values, sustains an agricultural industry, and contributes to a tourism-based economy that relies on recreational boating, fishing, and swimming. Our programs and services promote an integrated watershed approach that balance human, environmental, and economic needs.

The community we support

We focus our programs and services within the natural boundaries of the Kawartha watershed, which extend from Lake Scugog in the southwest and Pigeon Lake in the east, to Balsam Lake in the northwest and Crystal Lake in the northeast – a total of 2,563 square kilometers.

Our history and governance

In 1979, we were established by our municipal partners under the *Ontario Conservation Authorities Act*.

The natural boundaries of our watershed overlap the six municipalities that govern Kawartha Conservation through representation on our Board of Directors. Our municipal partners include the City of Kawartha Lakes, Region of Durham, Township of Scugog, Township of Brock, Municipality of Clarington, Municipality of Trent Lakes, and Township of Cavan Monaghan.

KAWARTHA
CONSERVATION
Discover · Protect · Restore

Kawartha Conservation
277 Kenrei Road, Lindsay ON K9V 4R1
T: 705.328.2271 F: 705.328.2286
GenInfo@KawarthaConservation.com
KawarthaConservation.com

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1.0 Donation Information

1.1 Donor Information

Property owners Jim and Branwen Tuck contacted Kawartha Conservation about the donation of a portion of their property located at 23801 Old Simcoe Rd in the Township of Scugog. A copy of their intent to donate is attached in Appendix A. Property owners are listed as:

James Tuck
Email [redacted]
Mailing Address: PO Box 282 Port Perry, ON L9L1A3
Bronwen Tuck
Email [redacted]
Mailing Address: PO Box 282 Port Perry, ON L9L 1A3

1.2 Recipient Information

Kawartha Conservation
277 Kenrei Rd
Lindsay Ontario
K9V 4R1
(705)-328-2271 ext. 214

Primary Contact:
Kristie Virgoe, Director, Stewardship and Conservation Lands
kvirgoe@kawarthaconservation.com

Charitable registration number: 107559726RR0001

Kawartha Conservation is an eligible Ecological Gift recipient.

1.3 Legal Description

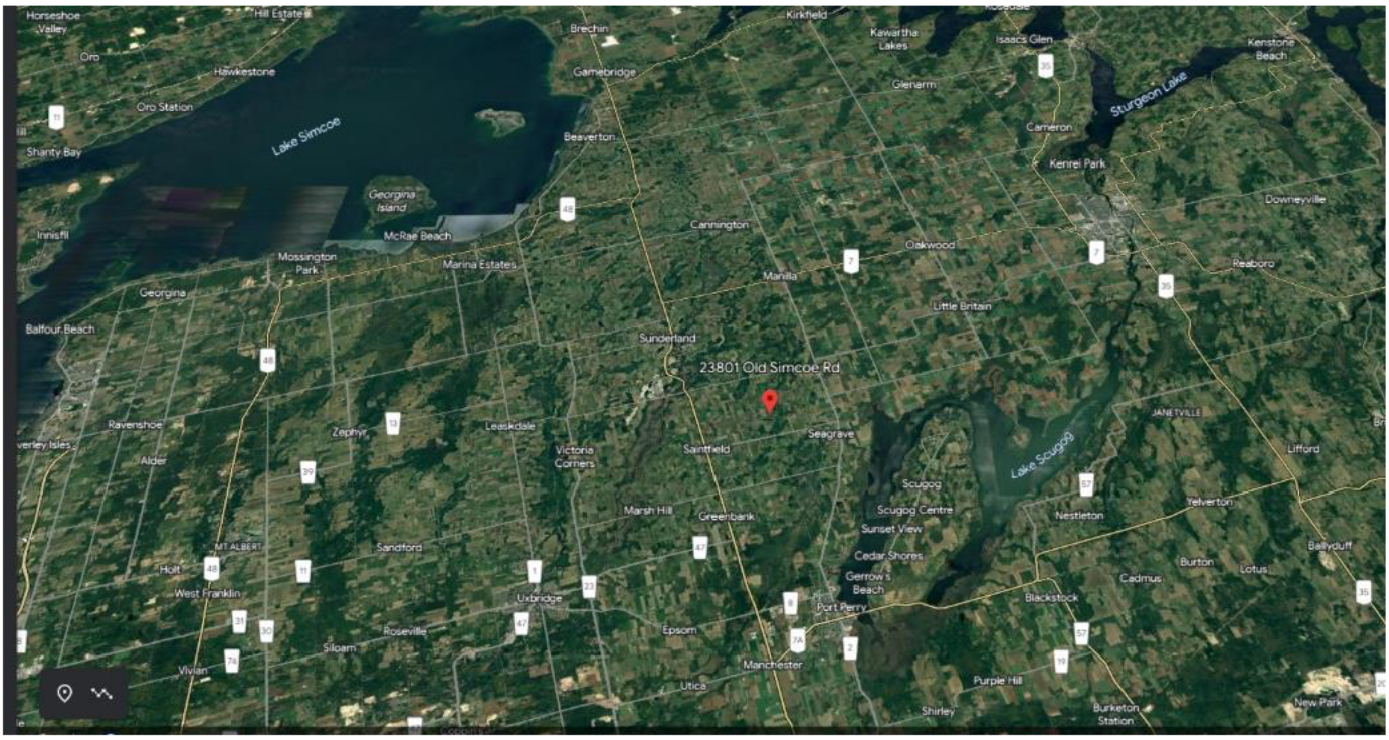
The property address is 23801 Old Simcoe Rd – Part 2, Sunderland Ontario, L0C 1H0. The legal description of the full parcel before severance is PT LT 19 CON14, REACH, PTS 1 & 3 40R17405; SCUGOG.

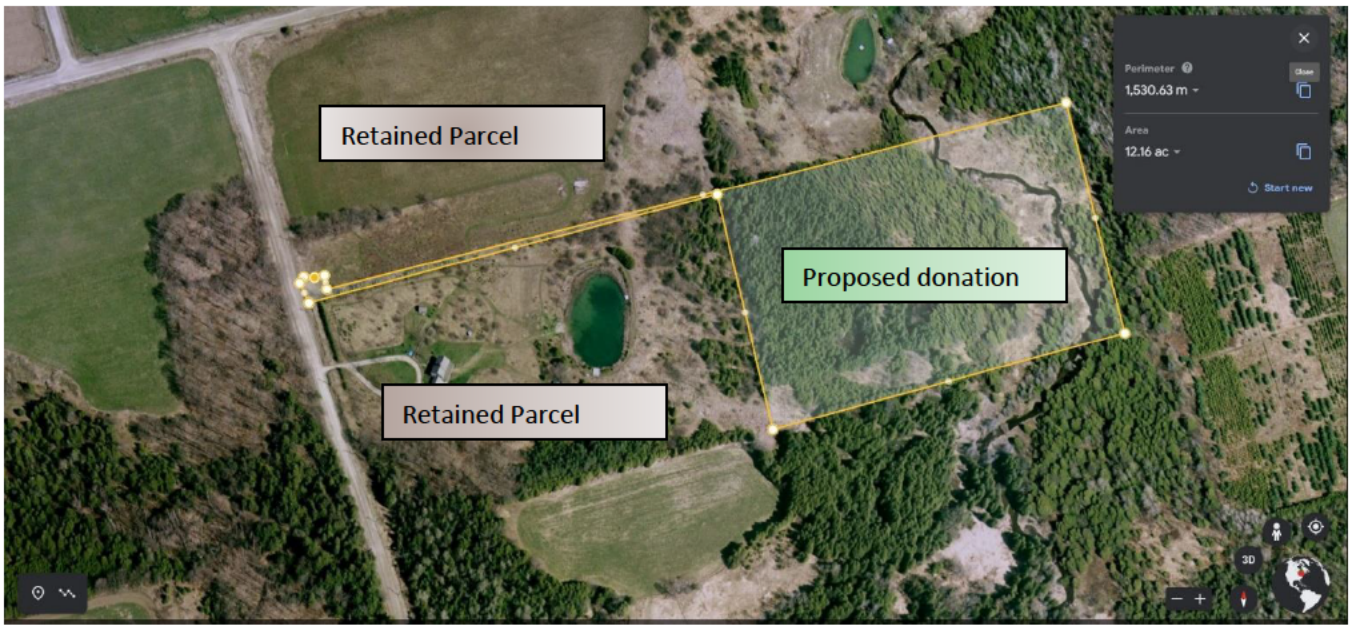
1.4 Type of Donation

The landowner is interested in pursuing a fee simple donation of a portion of their property as laid out in the map below.

1.5 Property Area

The donation portion of the property has not yet been surveyed, although this requirement is in process at the time of submitting this document. Based on general mapping of the property, the donation portion is roughly 4.8ha in size. The following map outlines the proposed portion for donation through the Ecogift program.





2.0 Ecological Assessment

2.1 General Assessment

The portion of the property that has been identified for donation is a combination of provincially significant wetland (PSW), spruce plantation and conifer forest. There is a long pathway that connects the donation portion of the property to the road, including a small area for parking vehicles. This parking area is a mowed grassy area with no artificial substrate. The proposed path down to the donated parcel has not been fully

surveyed at this time but is wide enough to get maintenance equipment down. The trail system that exists through the property does have some puncheons over wet areas. These may need to be upgraded to ensure stability and longevity but upgrades will be made within the same footprint. It is our intent to maintain and manage the trails that exist but not to add to the trail network.

The topography of the property is gently rolling and the soils are poorly to moderately drained. The spruce plantation was established over 50 years ago with the help of the local scout's group and has an established trail network that will take visitors to the edge of the PSW. There are a number of vernal pools within the plantation that is indicative of poorly drained soils and areas where the water table is close to the surface. The wet areas of this plantation drain to the PSW. There is a healthy population of white cedar in this section of the property as well, with trees of various ages and sizes. Some deciduous trees can be found intermixed with the plantation including Elm, Aspen, and Ash. The Ash trees on the property have been significantly impacted by the Emerald Ash borer. During the site visit there were no Ash trees identified that were healthy. The understory is quite sparce due to the thick canopy. Some grasses and wetland species could be seen in the wet areas or in areas where the canopy was more open. The conifer forest is located on the opposite side of the PSW and there is no access to this part of the property.

The Layton River wetland complex runs through the donation parcel and separates the conifer forest at the back from the plantation at the front of the property. This wetland has a well-defined channel that forms the Layton River, with lush areas of wetland surrounding the banks. A full wetland inventory was not done as part of this evaluation, but the following vegetation was noted during the site visit.

- Spotted Joe Pyeweed
- Boneset
- Sensitive fern
- Swamp milkweed
- Obedient plant
- Turtle head
- Coneflowers
- Black eyed susan
- Sedges and grasses
- Various types of golden rod

While a full assessment of the wetland and river were not done as part of this site visit, there is a good deal of information known about the fisheries associated with Layton River and the wetland complex. The Layton River Wetland Complex was last evaluated by MNR staff in 2008/2009. This complex functions as an important fish spawning and rearing habitat with commercial bait fish abundant at least part of the year. The Layton River is managed as a warmwater system but data indicates the potential to support sensitive cold – coolwater fish based on water temperature assessments. At least 22 fish species occupy the Layton River with some having specialized habitat requirements including longnose dace and the Iowa darter. Many of the species found in the river are recreationally important, such as the pumpkinseed, largemouth bass and yellow perch. Other species known to be found in the Layton River include hornyhead chub, central stoneroller, and logperch.

We were unable to gain access to the far side of the wetland complex.

2.2 Provincial Criteria

A review of the property indicates that it meets the following Provincial Criteria as laid out in the Ecological Gift program:

A1. Significant portions of the habitat of federally or provincially listed species at risk, including endangered or threatened species, or species of special concern.
According to the NHIC database, the following species are listed as known to be within the 1km grid including the property. Through site observations, there is habitat that would support both the Midland Painted Turtle

and the Redheaded Woodpecker. Given the habitat on the property, it is unlikely that the Easter Meadowlark uses the property in any substantial way.

- Midland Painted Turtle (SC)
- Eastern Meadowlark (Thr / Thr)
- Readheaded Woodpecker (SC / END)

A2. Areas designated as Provincially Significant Wetlands.
According to the NHIC database:

- Layton River Wetland Complex

A5. Lands that are registered under the Conservation Land Tax Incentive Program.
According to the MIFTIP and landowner:

- The portion of the property designated as PSW is enrolled in the CLTIP program.

A6. Areas that are registered under the Managed Forest Tax Incentive Program that are managed for wildlife habitat conservation purposes under an approved Managed Forest Plan.

- Managed Forest Plan 2019 (Appendix B)

A7. Areas promoting the conservation of natural heritage and biodiversity that are identified within a regional or watershed plan or strategy developed by a recognized conservation organization;

- Kawartha's Naturally Connected – Connected Natural Heritage Feature, Corridor, and Terrestrial Core Area
- Greenbelt – Protected Countryside (NHIC database)

B4. Significant water bodies, rivers, streams, shorelines, valleys, wetlands, groundwater recharge areas, headwaters and aquifers;

- Significant Groundwater Recharge Area (Trent Conservation Coalition Source Protection Region, KC mapping)

B5. Significant wildlife or fish habitats.

- At least 22 fish species occupy the Layton River with some having specialized habitat requirements including longnose dace and the Iowa darter. Many of the species found in the river are recreationally important, such as the pumpkinseed, largemouth bass and yellow perch. Other species known to be found in the Layton River include hornyhead chub, central stoneroller, and logperch. (Ministry of Natural Resources and Kawartha Conservation. 2009. Nonquon River Fisheries Management Plan. Lindsay, Ontario) and (Ministry of Natural Resources. 2009. Layton River Wetland Complex. Updated Wetland Evaluation Record. Aurora, Ontario).

2.3 Donation Status

The donors are looking to finalize this donation in 2023. Their desire is to create an area where people can visit and appreciate the natural beauty of the property with minimal impact on the natural environment. Mr. and Mrs. Tuck have been careful and thoughtful stewards of this land for many years. They undertook, and continue to undertake, significant tree planting initiatives to create habitat and protect the forested areas. They are looking to reduce the maintenance they undertake every year but want to ensure that the property is cared for by an organization that prioritizes the natural features of the land.

Appendix A – Letter of Intent

Feb 1, 2023

As owners of the property under review, this letter is to provide written confirmation of our willingness and commitment to participate in the ecogift program.

Thank you,

Jim Tuck

Bronwen Tuck

Appendix B- Managed Forest Plan

JULY
2019

TUCK PROPERTY MANAGED FOREST PLAN

MCKITTERICK CONSULTING

Prepared by: Keegan McKitterick MFPA no. 424

Submitted to the Ministry of Natural Resources and Forestry 2019

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Table 21. This Table outlines the planned 10 year activity summary for the Tuck Property. Objectives have been broken down by compartment with some objectives that apply to multiple compartments grouped. 24
Table 22. This table is left blank intentionally and is intended to be completed by the landowners over the life of the plan (10 years) a copy of this section should be submitted with the 5 year landowner review. 25

PLAN PERIOD

This is a Stewardship Plan renewal for the property of Bronwen and James Tuck. This Managed Forest Plan covers the second part a 20-year period, from **January 1st, 2010** to **January 1st, 2029.** It includes a detailed management plan that covers a 10-year period from **January 1st, 2020** to **January 1st, 2029**.

A progress report will be completed after a 5-year period and will be submitted by **July 31, 2024** and submitted to the Ontario Ministry of Natural Resources and Forestry (MNRF). The landowners will update Section 9 – Report of Activities annually to support the preparation of the 5-year progress report.

Managed Forest plans are updated and approved every ten years to meet the most recent program standards. This plan will be updated by **July 31, 2029**.

SPECIES GLOSSARY

Code	Species (Common Name)	Code	Species (Common Name)
Ab	Black Ash	**Mr**	Red Maple
Ag	Green Ash	**Ms**	Silver Maple
Ap	Apple	**Ob**	Black Oak
Aw	White As	**Obu**	Bur Oak
Ba	Alders	**Op**	Pin Oak
Bd	Basswood	**Or**	Red Oak
Be	Beech	**Os**	Shumard Oak
Bf	Balsam Fir	**Osw**	Swamp White Oak
Bg	Black Gum	**Ow**	White Oak
Bu	Butternut	**Pj**	Jack Pine
Bw	White Birch	**Pl**	Lodgepole Pine
By	Yellow Birch	**Po**	Poplar
Cb	Black Cherry	**Pr**	Red Pine
Cd	Cottonwood	**Ps**	Scots Pine
Cw/Ce	Cedar	**Pw**	White Pine
Ch	Chestnut	**Sb**	Black Spruce
Dr	Red Osier Dogwood	**Sn**	Norway Spruce
E	Elm	**Sr**	Red Spruce
Ha	Hawthorn	**Ss**	Sassafras
Hb	Hackberry	**Sw**	White Spruce
He	Hemlock	**Sy**	Sycamore
Hi	Hickory	**Ta**	Tamarack
Iw	Ironwood	**Tt**	Tulip
Le	European Larch	**Wb**	Black Walnut
Lo	Locust	**Ww**	Willow
Mh	Hard Maple		
Other Codes			
AGS	Acceptable Growing Stock	**Oc**	Other Conifers
UGS	Unacceptable Growing Stock	**Oh**	Other Hardwoods
BAF	Basal Area Factor		

Figure 1: List of commonly used forestry codes and their corresponding meaning.

1.0 PROPERTY OWNER INFORMATION

1.1 Registered Property Owner

Name: Bronwen and James Tuck

Address: PO Box 282 Port Perry, ON. L9L 1A3

Phone number: [redacted]

Email: [redacted]

1.2 Plan Author Information

Name: Keegan McKitterick (#424)

Address: 240 King St. Peterborough, ON. K9J 7K4

Phone number: 705 – 440 – 0396

Email: keegan.mckitterick@gmail.com

2.0 PROPERTY LOCATION INFORMATION

2.1 Property Location

The Tuck is located in South Central Ontario, in the northern half of the region of Durham, approximately 12 km north of the Community of Port Perry. The property is part of the community of Sunderland within the Township of Scugog. The property is located at 23801 Old Simcoe Rd.

The property consists of two parcel. Primary access to the property is via the driveway located on the east side of Old Simcoe Rd (17 T 660400 4897146). The remainder of the property can be accessed through a series of trails maintained by the owners. The legal property description and roll number can be found in table 1 of this document.

Maps showing this information can be found in Section 4.0: Property Map and the Surrounding Area.

Roll Number	Property Description				Area (ac)
	Legal Description	Municipality	Lot	Concession	
18200100092197500000	40R17405	Scugog	PT 19	14	19.27
18200100092180000000	23801 OLD SIMCOE RD	Scugog	PT 19	14	25.00

Table 1: This table shows the property location information collected from the MPAC property assesment notice and the MNRF Make-a-Map tool.

2.2 Federal, Provincial and Local Policies and Regulations

Any recommendations in this plan as well as any work carried out by the Landowner over the agreed plan period will adhere to all policies and regulations at the federal, provincial and local level. All activities will be carried out in accordance with "good forestry practices" as defined in the Provincial Forestry Act.

For more information on the Provincial Forestry Act and forest conservation by-laws in Ontario, see the Extension Note: Forest Conservation by-laws in Ontario (Appendix B). This plan will also follow the guidelines outlined in "A Silvicultural Guide to Managing Southern Ontario Forests" (OMNR 2000).

2.2.1 Federal

- Forestry Act.
- Species at Risk Act.

- Pest Control Products Act.

2.2.2 Provincial

- Forestry Act.
- Professional Foresters Act.
- Weed Control Act.
- Lakes and Rivers Improvement Act.
- Conservation Authorities Act.
- Endangered Species Act.
- Fish and Wildlife Conservation Act.
- Planning Act.
- Assessment Act.

2.2.3A Local

- By-Law Number 31-2012 of The Regional Municipality of Durham
- DRAFT By-law Number **-2019 of The Regional Municipality of Durham

---

2.2.3b Key Information for Local Policy and Regulations:

The following Information is available on the region of Durham Website www.durham.ca/en/doing-business/tree-by-law.aspx

What is the Regional Tree By-law?
The Regional Tree By-law was passed by Durham Regional Council on June 18, 2008, and amended by a new by-law passed on June 27, 2012. The Regional Tree By-Law reflects the Region's commitment to protect forested areas and the natural environment. Through this by-law, Regional Council recognizes that Woodlands contribute to ecosystem health, human health, and our overall quality of life.

The Regional Tree By-law applies to Woodlands within the region that are one hectare (2.5 acres) in size and greater. Please note that the Region's Tree By-Law does not apply to areas less than one hectare, as these areas are the responsibility of the local area municipalities.

Under the Regional Tree By-Law, it should also be noted that the term "Woodlands" does not include orchards, tree nurseries, Christmas tree plantations, fence rows, or land previously cleared for agricultural purposes, but which has become overgrown with scrub and/or small trees, and is intended to be used again for farming.

Do I need a permit to cut down trees?
If you are planning to cut down or remove trees within a Woodland area, you may need a permit from the Region.

There are two types of permits available under the Region's Tree By-law:

- Good Forestry Practices Permit
- Clear Cutting Permit.

Are there other exceptions?
The Regional Tree By-law does not apply to the following situations:

- Activities undertaken by the Region, a local area municipality or a conservation authority.
- Trees removed for surveying purposes.
- Trees removed on lands licensed for a pit or quarry.
- Where a building permit has been issued for a building or structure.
- The removal of dead and/or hazardous trees.

Application forms and fees
To obtain a permit, complete and submit the application form to the Durham Region Planning and Economic Development Department for review, along with the required fee.

Good Forestry Practices Permit

You need a Good Forestry Practices Permit if you plan on cutting down or removing certain trees in a woodland area. The fee for this permit is $50.

In minor situations where just a few trees are to be removed, the Region has the discretion to waive the need for a permit. If more than 50 trees are to be removed, or if the Woodland contains a Sensitive Natural Area, a Forest Management Prescription may be required. The Good Forestry Practices Permit process is intended to be relatively quick.

For more information on local by-Laws please visit the Selwyn Township or Peterborough County by-laws webpage. Links to this resource can be found in Section 10.0 Contact Information and Useful resources.

3.0 PROPERTY HISTORY

3.1 Past Activities

The southern property was purchased by the current landowner 25y years ago, with the northern parcel being purchased 4 years later. Since this time the landowners have done an excellent job stewarding the land. They have maintained and improved a significant area of woodland, and planted trees in the former pasture area. There is an excellent system of trails on the property that have been maintained by the landowner on an annual basis.

The landowners have worked hard to restore a significant portion of former pasture to a healthy coniferous forest. In the past 10 years the landowners have planted more than 500 trees in various infill plantings across compartment 7 as well as helped to expand this compartment further into the open areas of compartment 9.

Prior to purchase by the landowners this property was actively used for agricultural purposes, predominantly for cattle pasture. Many of the larger cedars along the east side of compartment 5 were likely retained for shade trees for cattle at this time. Compartment 3 was also likely planted during this time. The White Spruce in Compartment 5 was planted as part of a Scouts Canada project approximately 50 years ago. The pond in compartment 4 is a natural spring fed pond, when the property was purchased much of the area surrounding this pond was cleared, through stewardship efforts by the landowners this area has been restored to a natural forested state.

3.1.1 Report on Past Activities for the previous 10 years. Period 2010 – 2019

Year	Compartment	Activity	Proposed quantity	Quantity completed	Comments
Annual	All	Trail Maintenance	As needed	As needed	Continue
Annual	9	Mow Trails in Fall to keep pathway open	As needed	As needed	Continue
Annual	All	Monitor For disease and disturbance	As needed	As needed	Continue
Annual	1,2,3,4,5,7,8	Remove dead and dying ash to limit spread of Ash Borer	As needed	As needed	Replace with hardwood species in areas where large

					openings in canopy are left
Annual	All	Retain standing dead wood as habitat for wildlife	1-2/ac or 4-6/ha	Where possible	Continue
Annual	1,2,4	Maintain bird and wildlife boxes	All boxes	All Boxes	Continue
Annual	All	Monitor Invasive DSV and remove any found	As needed	As needed	Remove early in season before seed pods form
2019	2	Planted 6 Tamarak	n/a	6	Continue
2018	2, 7	Planted Oak Trees	n/a	50	
2017	7	Planted White pine in NW Corner	N/A	300	Continue to plant open areas along boundary of compartment 7 and 9
2015	2	Plant Swamp White Oak, Tamarack,	N/A	75 (25,25,25)	
2014	7	Plant Norway spruce	N/A	200	Consider White Spruce in future

Table 2: This table summarizes the past activities conducted by the landowners dating back to the purchase of the property. All other activities are summarized in section 3.1

3.2 The Surrounding Landscape

The property is within the Peterborough eco-district (6E-8) which extends from the community of Fenelon Falls in the north, the community of Plainfield in the east, to the community of Trenton in the South, and the community of Mount Albert in the West.

The area is dominated by a paleozoic limestone and dolomite bedrock overlaid with a gently rolling landscape composed of deep morainal substrates, and numerous drumlins interspersed with low lying flood glacial flood plains. The drumlins, as well as other glacial landforms, including moraines and eskers dominate this area and have a strong influence on moisture levels and by extension, influence the many vegetation communities found in this eco-district.

The primary land use in this area is cropland and pasture. The remaining area is mostly natural and is dominated with hardwood species such as Sugar Maple, American Beech, Oak species, White Ash and more. In the northern part of the eco-district, conifers become more common including White Spruce and Balsam Fir. Many species more common to the southern regions of Ontario can also be found in this eco-district as well as a number of less common ecosystems such as prairies and bogs, making this eco-district exceptionally diverse. This eco-district occurs within the larger Eastern Temperate Deciduous Forest Vegetation Zone which stretches from Lake Huron and Manitoulin Island in the west to the Ottawa River in the east and north to the Canadian Shield.

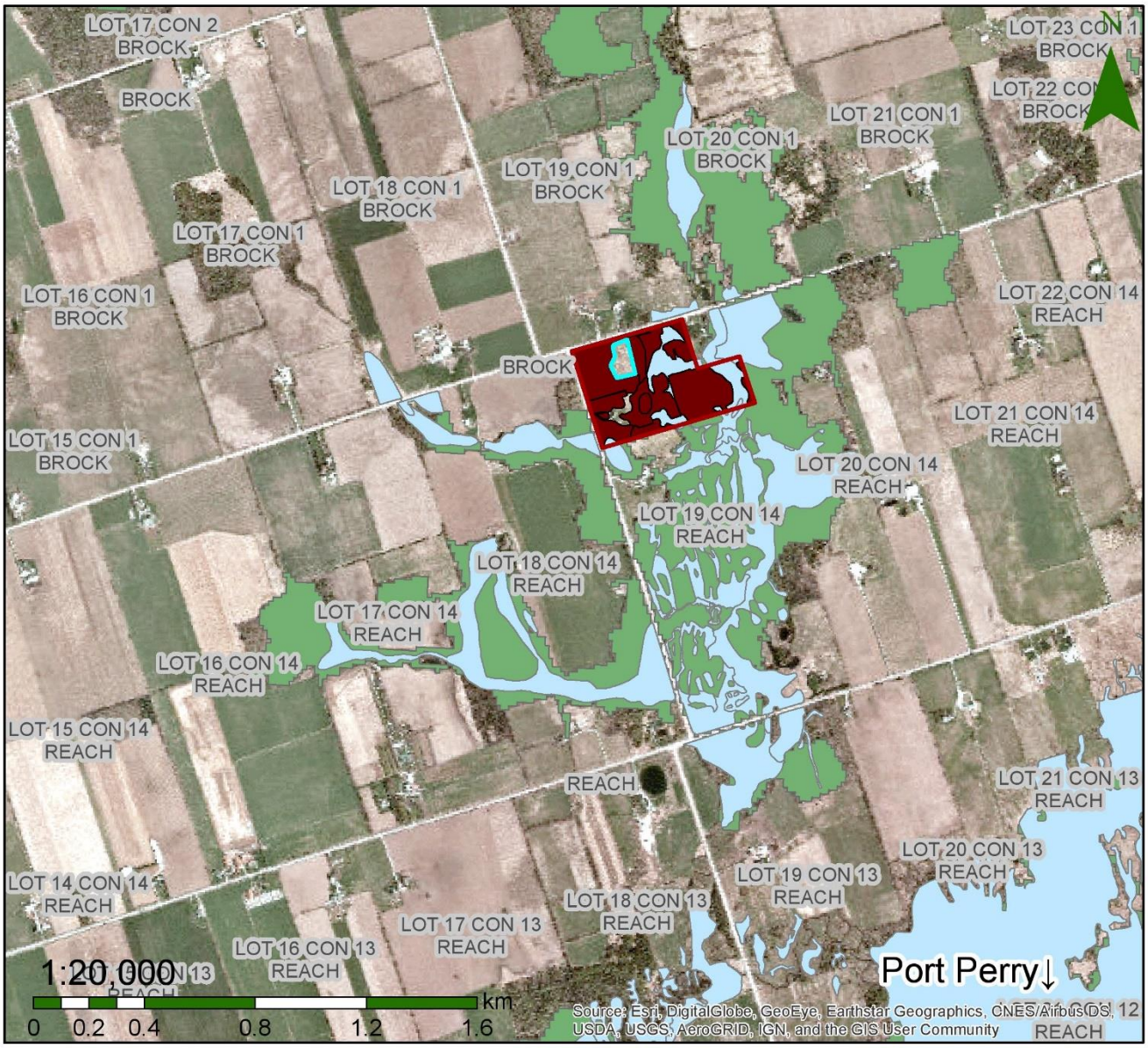
The majority of the properties in the area around this property have been cleared for agricultural purposes. The Tuck property itself is located within a large natural corridor centered around the Layton Creek. The corridor extends south before joining with the main channel of the Layton River and continues south west to large natural areas including a number of Durham and York regional forests. To the North, this corridor extends along Layton creek towards its headwaters south of the community of Manilla.

The property is located in the Layton River sub watershed (within the larger Scugog sub watershed and the Kawartha Lakes watershed) and includes multiple provincially significant wetlands including the Layton creek wetland that encompass a small portion of the tuck property. Maps of these sub watershed can be found in Appendix E: Additional Maps

The North and West boundary of the Tuck Property are bounded by Brock Concession Rd. 1 and by Old Simcoe Rd. Beyond this the adjacent properties are predominantly agricultural with some forested area present. To the North East, the property is bounded by a rural residential area of the property, this property was formerly part of the Tuck property and was severed when the property was purchase. The Layton Creek runs along the East side of the property, beyond this the property extends by approximately 50m until it reaches an unopened road allowance that connects to Brock Concession Rd. Further to the east the property adjacent to the tucks is dominated by forested communities with a large central agricultural portion, and a large mixed plantation. Beyond this property the land use is predominantly agricultural between the Tuck Property and the edge of concession block. Natural areas, like the Tuck property provided valuable refuge for wildlife species in the area.

To the south, the concession block is comprised of mostly forested properties, creating a large area of intact forest cover, significant for this eco-region. Large areas of intact forest are important for providing habitat for a number of species that require interior core forest habitat that is in severe decline across Ontario fragmented landscape

4.0 PROPERTY MAP AND THE SURROUNDING AREA



Section 4: Property Map and the Surounding Area

Eligable MFTIP Area

Identified Natural Corridor

Layton Creek Wetland

Tuck Property Boundary

Assesment Roll Number:
1820 010 009 21975 00000
1820 010 009 21800 00000

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5.0 LANDOWNER OBJECTIVES

5.1 General Objectives

Management Objectives	How Important is the objective to you?				
	Least Important	→			Most Important
Environmental Protection	1	2	3	4	5
Forest Products	1	2	3	4	5
Investment	1	2	3	4	5
Recreation	1	2	3	4	5
Wildlife	1	2	3	4	5
Nature Appreciation	1	2	3	4	5

Figure 2: This chart shows the landowners property objectives as was determined by the landowners.

5.2 Details about Property Level Objectives

5.2.1 Environmental Protection

Conservation is important so that your property can help support biologically diverse habitats for vegetation and wildlife and help your forest to withstand climate change as well other environmental pressures. By entering your property in to the Managed Forest Tax Incentive Program, you are contributing to the conservation of Ontario's natural spaces, helping to sequester carbon, and contributing to the overall protection of the environment in Ontario.

Within your property boundaries there are a number of options for helping to further your property's contribution to conservation, these include:

- Planting trees to increase forest cover
- Monitoring and removing presence of invasive species and forest pests
  - European Buckthorn
  - Dog Strangling Vine
  - Emerald Ash Borer
- Plant native species to increase biodiversity and strengthen your properties ecosystem resilience against new invasive species
- Remove and Replace Scots pine in Compartment 3

Section 5.3 will outline the steps you can take to achieve these management goals.

More information on how you can achieve your environmental protection goals can be found in Appendix B, C and D of this plan.

5.2.2 Forest Products & Investments

Forest products can be a great byproduct of "good forestry practices" designed to promote biological diversity, improve tree and stand health and enhance the overall value of your forest. This objective has not been ranked highly but if it does become of interest, some management recommendations that will create forest products include:

- Harvesting low volumes of wood for personal use
  - Focus on scots pine and spruce
  - Work

Section 5.3 will outline the steps you can take to achieve these management goals.

More information on how you can achieve your forest products and investment goals can be found in Appendix B of this plan.

5.2.3 Recreation, Wildlife and Nature Appreciation

The property has an excellent trail system that will allow for recreation, wildlife viewing and nature appreciation. The property itself serves as a refuge for wildlife species moving through the area as it is one of only a few largely forested properties in the surrounding area. The property is home to a number of flora and fauna that were observed during field work, as well as several species that were reported by the landowners.

The landowner should continue to manage these values by:

- Maintaining mast tree species to attract additional wildlife
- Removing encroaching or fallen woody vegetation from the paths
- Removing hazardous trees that have the potential to cause damage or harm
- Maintaining dead or dying trees for wildlife nesting and feeding where no damage to property or harm to individuals will occur
- maintaining trail markers to ensure trails can be found each year
- Planting a diverse community of trees to promote forest biodiversity
- Removing Poison Ivy from trails

Section 5.3 will outline the steps you can take to achieve these management goals.

More information on how you can achieve your recreation, wildlife, and nature appreciation goals can be found in Appendix B, C, and D of this plan.

5.3 How will you Achieve your Objectives?

Invasive Species management

European Buckthorn (*Ramnus Cathartica)*

European Buckthorn (sometimes referred to as Common Buckthorn) is a small tree, though often grows more like a shrub and is native to Eurasia. It was introduced to North America in the 1880s and was used mostly as an ornamental tree, in fencerows and windbreaks, and even as fuel wood for gunpowder charcoal during WW1. However, due to some interesting adaptations, this tree has become a serious threat to Ontario's native vegetation.

Buckthorn seeds have a strong diuretic effect, and the seeds have a durable coating that allows them to pass through the digestive system of animals unharmed. This means that birds feeding on the berries of Buckthorn quickly find themselves depositing the seeds, causing the plant to propagate heavily in areas where it has been established as well as allowing the birds to carry the seeds to new areas. This ability to rapidly spread its seeds can greatly affect the natural value of your property, reduce the number of species present, and slow down the processes of natural succession which will eventually lead to more forest cover on your property. Where possible, Buckthorn should be removed. More importantly, you should monitor your property closely to prevent the establishment of new Buckthorn growing in areas where it currently is not growing.

Buckthorn can be easily identified in the late summer and fall by its clusters of black berries and by its leaves which are finely tooth leaves arranged in sub-alternate pairs. It also has false thorns created by the die back of twigs on the tree each year. Buckthorn can sometimes be confused with Apple and Hawthorn.

More information on Buckthorn and Buckthorn management can be found in Appendix D of this report.

Dog Strangling Vine (*Cynanchum rossicum*)

Dog Strangling Vine (DSV), also known as Pale Swallowwort, is an invasive species native to Eurasia. It forms dense stands that can 'strangle' out other vegetation limiting growth of native species. These dense mats can be difficult to move through and un-esthetically pleasing on your property. Furthermore, they negatively impact the Monarch butterfly, a species at risk here in Ontario. Monarchs lay their eggs on the plant as they are in the same family as Milkweed, however the plant is not palatable to the larvae and they are unable to complete their life cycle.

While DSV prefers open sunny conditions, it can thrive in a wide range of habitats and light conditions. Its seeds are spread by wind and a single square meter can create over 28,000 seeds. Removal of DSV can be difficult and can require chemical spraying. No large dense patches of DSV were observed during field work, however some DSV was found along the eastern boundary of the properry, and a large patch was noted on the neighbouring property to the east (Compartment 4). Monitoring for the establishment of new colonies on your property and removing them as they arrive can be an important strategy for protecting your property.

More information on DSV as well as a guide to its identification can be found in Appendix D of this report.

Increasing Biodiversity

Biodiversity plays a significant role in ecosystem form and function and can help to stabilize the health of your woodlot and property at large, which is vital now in our changing climate more than ever. Allowing natural regeneration and succession to take place, while helping to increase biodiversity through planting a variety of native wildflowers, trees and shrubs will help to improve not only the natural feel of the property but also attract additional species.

Strategies for increasing and maintaining biodiversity include retaining standing and fallen woody debris to provide perching and nesting habitat for birds and small mammals, including a variety of woodpeckers that were seen on the property during field visits. Furthermore, your Conifer forest close to a source of water (the stream) may provide excellent habitat for flying squirrels and may be worth investigating during the evening. Other options include installing wildlife nesting boxes and allowing the hedgerows on your property to widen to help facilitate movement though natural corridors.

Information on this has been provided in appendix B of this document

Tree Planting

Tree planting can be a great way to speed up the process of natural regeneration and succession on your property, helping to increase and improve wildlife habitat as well as to increase the area of your property that can qualify for MFTIP.

When planting trees, its always good to develop a planting strategy, get to know your planting area, and research what species do well under what conditions. Information on this has been provided in appendix B of this document. For this compartment, open growing sun tolerant species would be most beneficial. White Pine and Sugar Maple are a common choice for areas like this but feel free to add diversity by including a mix of tree species.

Your trees will take time to grow! In the meantime, consider adding shrubs in between your planted trees. There are plenty of attractive and beneficial native shrub species. Consider choosing species such as Choke or Pin Cherry or other fruiting shrubs to attract a diversity of bird species to your property.

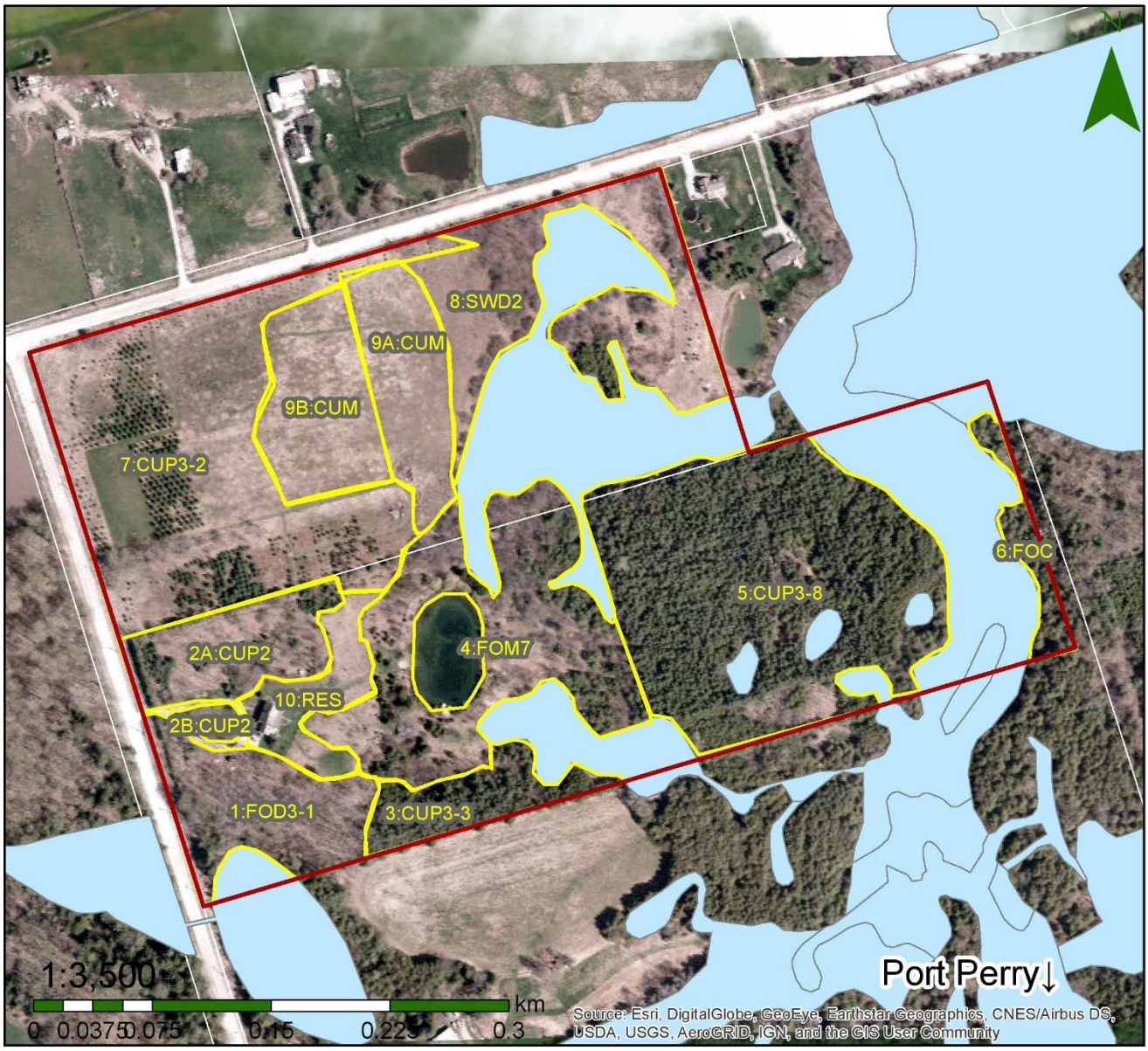
Tree planting sites and other restoration areas can be a vector for invasive species. Monitor these sites closely for the arrival of any unwanted vegetation. In the meantime, you can use native vegetation including various species of grasses and wildflowers to help fill up space that could otherwise be occupied by invasive species.

Many opportunities exist for assistance with tree planting both with physical labour and with the cost of trees, including local stewardship groups, conservation authorities and granting programs. More information and how to get in touch with these groups can be found in Section 10.0: Contact Information and Useful resources.

Trails

The trail system on your property is well defined and should be maintained this way to decrease disturbance in the remaining natural areas. A trail system can be a fantastic way to enjoy your property but even more, it can be vital in monitoring your ecosystem for new arrivals and threats. Walking the property frequently and recording anything new you find can be an excellent way to catch invasive species before they become a problem. The trails that follow the boundary of the property can also be useful for monitoring invasive species that may encroach from your neighbours property. Watch for hazardous trees that may fall or become a safety issue near these trails, these trees should be removed for safety and can be left on the forest floor to provide habitat for wildlife or used for firewood.

6.0 DETAILED PROPERTY MAP



Section 6: Detailed Property Map

Forestry Compartments

PSW

Tuck Property Boundary

Assesment Roll Number:
1820 010 009 21975 00000
1820 010 009 21800 00000

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7.0 GETTING TO KNOW YOUR PROPERTY

7.1 Compartment Summary Table

#	Name	Code	Area (ac)	Included in MFTIP	Comp. Type	Soil Type	Soil Depth	Access	Topo.	Drain-age	Other
1	Deciduous Forest	FOD3-1	2.2	Yes	Forest	Med	Mod	Year Round	Flat	Mod	Steep Ridge
2a	Cultural Wood	CUP2	1.70	Yes	Forest (Planted)	Med	Mod	Year Round	Flat	Well	Great Tree Diversity
2b	Cultural Wood	CUP2	0.18	Yes	Forest (Planted)	Med	Mod	Year Round	Flat	Well	Great Tree Diversity
3	Scots Pine Plantation	CUP3-3	1.17	Yes	Forest (Planted)	Med	Mod	Year Round	Flat	Well	Aging out
4	Early Successional Forest	FOM7	5.33	Yes	Forest	Med	Mod	Year Round	Flat	Mod	Steep Ridge
5	Spruce Plantation	CUP3-8	7.95	Yes	Forest (Planted)	Heavy	Mod	Year Round	Rolling	Poor	Vernal Pools
6	Conifer Forest	FOC	0.57	Yes	Forest	Med	Mod	None	Rolling	Mod	Across Creek
7	White Pine Plantation	CUP3-2	7.66	Yes	Forest (Planted)	Med	Mod	Year Round	Flat	Well	Planted by Owner
8	Deciduous Swamp	SWD2	3.80	Yes	Wetland	Med	Mod	Year Round	Low	Poor	Seeps; Iron Precip.
9A	Open Areas	CUM	1.14	Yes	Old Field	Med	Mod	Year Round	Flat	Mod	Old Pasture
9B	Open Areas	CUM	2.00	No	Old Field	Med	Mod	Year Round	Flat	Mod	Old Pasture
10	Residential	RES	1.00	No	House	N/A	N/A	Year Round	N/A	N/A	House
X	CLTIP	N/A	5.18	No	Wetland	Heavy	Mod	Year Round	Low	Poor	PSW

Table 3. This Table shows a summary of the natural compartments for the property. It contains information required for Section 7 from the 'Planning Template for Preparing a Stewardship Plan for Natural Areas'.

7.2 Compartment Descriptions

7.2.1 Compartment 1 – Deciduous Forest

#	Code	Area (ac)	Forest Type	Forest Age	Canopy Height	Avg. DBH	Avg. BA	Woody Regen.	Understory Diversity	Woody Debris	Disturbance
1	FOD3-1	2.2	Deciduous	Mature	14 m	24 cm	25 cm^2	Mod.	Good	Mod	Low

Table 4. This Table summarizes information about the compartment required for the Enhanced Inventory Form as part of the 'Planning Template for Preparing a Stewardship Plan for Natural Areas'.

Compartment 1 is located in the south west corner of the Tuck property. The compartment is dominated by a flat upland deciduous forest and slopes steeply towards the south west. At the base of the slope groundwater seepage saturates the soils and creates a small wetland compartment part of the Layton River Wetland Complex, this area has been removed from the managed forest area because it is included in the properties Conservation Land Tax Incentive Program (CLTIP) area. A trail runs through this compartment and adjoins the residential area near the driveway to Compartment 3 (Scot's Pine Plantation).

The compartment is dominated by a mix of hardwood species including Sugar maple and Poplar. White Birch, Black Cherry, Elm and White Ash were also present. The understory has a good level of woody regeneration with species such as White Cedar, Red Pine, Basswood, as well as young sugar maples. A number of woody shrub species are also present in the understory including choke cherry and alternate leaf dogwood. The forest floor is dominated by a healthy mix of forest species including Canada Mayflower, White Trillium, Wild Ginger, Trout lily, Jack in the Pulpit, Blue Cohosh, Zig-zag Goldenrod, Downey yellow violet and dog violet. Some species such as yellow hawkweed, and woodland grasses are present along the pathway. Along the outer boundary of this compartment where it borders the residential area some additional species are also present including Black Locust, White pine and apple. As you move down the slope the species composition changes due to increased levels of moisture. The Canopy has Eastern White Cedar, Large tooth Aspen, Yellow Birch, Black ash and Balsam Poplar. The forest floor is covered with species such as Enchanters Nightshade, Sensitive fern, Oak fern, woodland horsetail two-leaved toothwort, Helleborine, and Jewelweed. Some common wetland shrubs were also located in the understory including maple-leaved viburnum and red-osier dogwood. Young Eastern White Cedar and Balsam Poplar were also present.

A number of wildlife species were present in this compartment. A number of forest birds were observed either by call or visually, including Eastern phoebe, Common Yellowthroat, and Verry Thrush. A number of common species were also observed including Robin, Blue Jay, and Cardinal. An Eastern Wood Pewee was also heard calling. Eastern Wood Pewee, is a special concern species in Ontario, meaning it has been identified as a species that may become threatened or endangered if its habitat is not protected now. This compartment provides ideal Pewee habitat as its an intermediate aged forest with an open understory. Other species that were observed during field work include white tailed deer and wood frog.

A number of other wildlife habitat features were also observed, including standing and fallen dead wood which provides perching and nesting sites for birds and small mammals, and promotes nutrient cycling on the forest floor as well as tree holes for cavity nesting species. A number of hydrologic features are also present including vernal pools and seepage areas which provide reproductive habitat for a number of amphibians, this coupled with a permanent stream running to the south of the property provides excellent wildlife habitat.

European Buckthorn, a common invasive species in Ontario was also observed along the exterior boundary of this community near the residential area as well as a few sparse individuals along the path. This species is highly prolific and if left unchecked can alter the species composition of the forest, decreasing diversity and overtime reducing the health and stability of the compartment. Overall recommendations for this compartment are to allow it to continue naturally, the level of woody regeneration and the un even age of this compartment will allow this compartment to persist naturally over time. Remove as much buckthorn as possible to prevent changes to understory species composition and lost of forest diversity. Monitor the compartment frequently and familiarize yourself with Ontario's invasive species catching the arrival of unwanted species early is the smartest and most cost effective strategies for promoting a healthy woodlot. More information on recommendations can be found in section 5 and 8 of this report.

Tree Species (Common Name)	Tree Species (Latin Name)	Status	Prevalence within Compartment	Percent Cover	Comments
Sugar Maple		Native	Co Dominant	45%	
Poplar		Native	Co Dominant	45%	
White Birch		Native	Present	2%	
Black Cherry		Native	Present	2%	
Elm		Native	Present	2%	
White Ash		Native	Present	2%	
Basswood		Native	Present	1%	
Eastern White Cedar		Native	Present	5%	
Yellow Birch		Native	Present	1%	
Black Ash		Native	Present	1%	
European Buckthorn		Invasive	Present	1%	Remove
Black Locust		Introduced	Present	>1%	

Table 5. This Table lists the Species found in this compartment and their relative abundance within the forest canopy.

7.2.2 Compartment 2A & 2B – Cultural Wood

#	Code	Area (ac)	Forest Type	Forest Age	Canopy Height	Avg. DBH	Avg. BA	Woody Regen.	Understory Diversity	Woody Debris	Disturbance
2a	CUP2	1.70	Mixed	Mid	14m	26cm	18 cm^2	Low	Low	Low	Mod
2b	CUP2	0.18	Mixed	Mid	14m	26cm	18 cm^2	Low	Low	Low	Mod

Table 6. This Table summarizes information about the compartment required for the Enhanced Inventory Form as part of the 'Planning Template for Preparing a Stewardship Plan for Natural Areas'.

Compartment 2 has been divided into two sub compartments, 2A and 2B. The species composition, compartment history and management goals are the same across both sub compartments, Compartment 2B has been separated from the main body if the compartment by the driveway of the property. The community is bordered by Old Simcoe Rd to the west and has a row of mixed conifers along its West and North Edge. A trail runs through the compartment and adjoins to several points in the residential compartment before meeting up with the main trail as it heads north into the Compartment 7 (White Pine Plantation).

This compartment was planted by the landowners when the property was purchased 25 years ago, a few trees were already present at the time. This compartment is an upland cultural woodland and is dominated by a variety of species, including White Pine, Red Pine, White Spruce, Sugar Maple, Red Maple, White Ash, Cedar, Balsam Fir, Elm, White Oak, Swamp Oak, Red Oak, Walnut, and Tulip Tree. In the North East corner of this compartment there is a dense area of Red Pine. This compartment is a young uneven aged forest while the majority of trees were planted 25 years ago, several have been planted since creating a healthy wooded area. The understory of this compartment is dominated by a mix of grass species, as well as common bedstraw, early golden rod, Field Strawberry, Hawkweed, Goats beard and Virginia Creeper Shrubs and young trees such as Alternate Leaf Dogwood, and Basswood were also found in the understory.

This compartment adds an excellent diversity of trees to the property. Diverse forests are resilient and healthy and attract additional species of wildlife to your property. Furthermore these trees provide an excellent seed source for the rest of your property. Some of these species are already present in the understory of other compartments around your property, carried there by the wildlife they attract. This compartment should continue to be managed the same way as it has been prior to now. The areas that have naturalized should be maintained and additional trees and shrubs can be planted. Some Buckthorn was found scatted sparsely around the edges of this community and should be removed and monitored. Continue to monitor this compartment and familiarize yourself with Ontario's invasive species to ensure no new arrivals appear.

Tree Species (Common Name)	Tree Species (Latin Name)	Status	Prevalence within Compartment	Percent Cover	Comments
White Pine		Native	Clumped	15%	Along Road
Red Pine		Native	Clumped	10%	
White Spruce		Native	Clumped	10%	
Sugar Maple		Native	Present	5%	
Red Maple		Native	Present	5%	
White Ash		Native	Present	5%	
Cedar		Native	Clumped	15%	Along Road
Balsam Fir		Native	Present	15%	
Elm		Native	Present	5%	
White Oak		Native	Present	5%	
Swamp Oak		Native	Present	5%	
Red Oak		Native	Present	5%	
Walnut		Native	Present	5%	
Tulip Tree		Native	Present	1%	
Black Locust		Introduced	Present	5%	

Table 7. This Table lists the Species found in this compartment and their relative abundance within the forest canopy.

7.2.3 Compartment 3 – Scots Pine Plantation

#	Code	Area (ac)	Forest Type	Forest Age	Canopy Height	Avg. DBH	Avg. BA	Woody Regen.	Understory Diversity	Woody Debris	Disturbance
3	CUP3-3	1.17	Plantation	Mature	13m	20cm	20cm^2	Good	Good	Good	Buckthorn

Table 8. This Table summarizes information about the compartment required for the Enhanced Inventory Form as part of the 'Planning Template for Preparing a Stewardship Plan for Natural Areas'.

Compartment 3 is a small compartment dominated by planted Scots Pine. This Scots Pine was likely planted as shade or for fuelwood when the property was used for agriculture prior to the current landowners owning the property. The north west corner and eastern portion of this community are dominated by Eastern White Cedar. White Pine, White Ash and Elm are also present. Sugar Maple, White Cedar, and European Buckthorn are present in the sub canopy. The understory is showing signs of good hardwood regeneration with Sugar Maple and White Ash seedlings present throughout the community, Young Buckthorns are also present along the sides of the trail and should be removed. Enchanters Nightshade, Yellow Hawkweed, Tall buttercup, and shrubs such as Prickly Ash, Alternate Leaf Dogwood, and Mountain Ash.

This compartment should be monitored for invasive species. Both Scot's Pine and European Buckthorn are species that have been introduced to Ontario's landscape and can affect the overall health and sustainability of your forest. The most important step is to monitor for the spread of seedlings to prevent the populations from increasing. Mature Buckthorn should be removed as soon as possible due to prevent further spread of the species. Mature scots pine can be removed if desired, however it is nearing the end if it's natural life cycle ("Ageing Out" and as long as seedlings are managed over time the scots pine will be replaced naturally. This compartment is naturally converting to a hardwood dominated stand, the Sugar maple in the subcanopy and the white ash in the understory will eventually dominate this community (presuming the Buckthorn and Scot's pine Seedlings are removed). Planting additional tree species including more sugar maple will help to speed up the process of natural succession in this compartment.

This compartment showed evidence of being used by small mammals (likely Red Squirrel) and a number of midden piles and nip twigs were observed during field work. Red Breasted Nuthatch was see foraging in on tree trunks in this compartment, and an oven bird was heard calling toward the boundary with compartment 1.

Tree Species (Common Name)	Tree Species (Latin Name)	Status	Prevalence within Compartment	Percent Cover	Comments
Scots Pine		Invasive	Co-Dominant	40	Remove or Monitor for seedlings
Eastern White Cedar		Native	Co-Dominant	40	
White Pine		Native	Present	5%	
White Ash		Native	Present	10%	Mostly in understory some in canopy
Elm		Native	Present	2%	
European Buckthorn		Invasive	Along Trail	3%	Remove

Table 9. This Table lists the Species found in this compartment and their relative abundance within the forest canopy.

7.2.4 Compartment 4 – Early Successional Forest

#	Code	Area (ac)	Forest Type	Forest Age	Canopy Height	Avg. DBH	Avg. BA	Regeneration	Understory Diversity	Woody Debris	Disturbance
4a	FOM7	4.98	Mixed	Young	12m	20cm	20cm	Good	Good	Good	Low
4B	FOM7	0.35	Mixed	Young	12m	20cm	20cm	Good	Good	Good	Low

Table 10. This Table summarizes information about the compartment required for the Enhanced Inventory Form as part of the 'Planning Template for Preparing a Stewardship Plan for Natural Areas'.

Compartment 4 is located in the central portion of the property. For the purpose of enrollment into the MFTIP the compartment has been split into Compartment 4A and Compartment 4B. Compartment 4A is located on the southern parcel, with compartment 4B located on the northern parcel. Ecologically speaking these compartments function as one and are not discontinuous. For the purpose of the report these communities have been described as one. The center of this compartment is a large pond that has been removed and included as an area that would not naturally support trees. The remaining area of the compartment is an early successional forest and includes the area around the pond as well as well as the area at the base of the slope to the east. The trail in this compartment adjoins the residential area to the network of trails in compartment 5 (Spruce Plantation) as well as to Compartment 9 (Open Field). There is a small shed used for storage to the south west of the pond.

This area is dominated by hardwood species with a number of coniferous species being present as well. Variation in soil moisture has led to a mosaic of wetter and drier conditions leading to a diverse community of species. Species in this compartment include White Ash, Black Ash, Silver Maple, White Spruce, Cedar, Balsam Poplar, Red Maple, Black Cherry, Red Pine, Black Locust, Trembling Aspen, and willow. The understory in this compartment is dominated by shrubs such as Alternate Leaf Dogwood, Virginia Creeper, Wild Grape, Raspberry, Choke Cherry, and prickly gooseberry, as well as young trees such as Cedar and White Ash. The understory species such as Canada Anemone, Horsetail, Bedstraw, Enchanters Nightshade, Spotted Jewelweed, Hog Peanut, Yellow Avens, Woodland Strawberry, Tall butter cup, and Dog Violets. Around the pond additional species including Narrow leafed cattail, Red Osier Dog and White Birch are present. At the base of the slope closer to Compartment 5 (Spruce plantation) Cedar becomes the dominant species in the community.

This community provides excellent wildlife habitat and adds diversity to the types of communities present on the property. The pond its self provides habitat for a number of amphibian species including frogs and turtles. A green frog was observed during field work and snapping turtles have been observed by the land owner using both the pond and the shoreline for nesting. Snapping turtles are a Special concern species in Ontario and there habitat should be preserved where documented. Other species observed in this compartment include Red-winged Black Birds, Blue Jays, and Black Capped Chickadees were observed frequently, yellow crowned kinglet and chestnut sided warbler were also present. 3 Mallards and 2 Canada Geese were seen using the pond for foraging and resting. This compartment would make ideal habitat for Kingfisher and Heron Species.

Some Buckthorn was observed around the edge of the pond, these should be removed when possible and the area monitored for new growth. Ensure only native species are planted or added to this community to prevent the spread of invasive species and to maintain the pond for recreational value. Sometimes planting aquatic species can bring unwanted invasive species to you property. Be sure to work with a recognized nursery that deals only with native species. Watch for species such as Water Solder that can in advertanly be planted with other species and can greatly reduce the natural and recreational value of the pond.

Tree Species (Common Name)	Tree Species (Latin Name)	Status	Prevalence within Compartment	Percent Cover	Comments
White Ash		Native	Co-Dominant	20%	
Black Ash		Native		10%	
Silver Maple		Native		1%	
White Spruce		Native		10%	Border with Comp 5
Eastern White Cedar		Native	Co-Dominant	20%	

Balsam Poplar		Native		10%	
Red Maple		Native		1%	
Black Cherry		Native		1%	
Red Pine		Native		1%	
Black Locust		introduced		5%	
Trembling Aspen		Native	Co-Dominant	20%	
Willow Sp.		Native		1%	
European Buckthorn		Invasive		1%	

Table 11. This Table lists the Species found in this compartment and their relative abundance within the forest canopy.

7.2.5 Compartment 5 – Spruce Plantation

#	Code	Area (ac)	Forest Type	Forest Age	Canopy Height	Avg. DBH	Avg. BA	Woody Regen.	Understory Diversity	Woody Debris	Disturbance
5A	CUP3-8	7.84	Coniferous	Mature	15m	25cm	30cm^2	Low	Low	Low	Low
5B	CUP3-8	0.11	Coniferous	Mature	15m	25cm	30cm^2	Low	Low	Low	Low

Table 12. This Table summarizes information about the compartment required for the Enhanced Inventory Form as part of the 'Planning Template for Preparing a Stewardship Plan for Natural Areas'.

Compartment 5 is a large spruce plantation in the south eastern quadrant of the Tuck Property. For the purpose of enrollment into the MFTIP the compartment has been split into Compartment 5A and Compartment 5B. Compartment 5A is located on the southern parcel, with compartment 4B located on the northern parcel. Ecologically speaking these compartments function as one and are not discontinuous. For the purpose of the report these communities have been described as one. This area was planted 50 years ago as part of a project with the Scouts Canada. The soils in this compartment are well saturated and during the first field visit in May large areas were 3 of the larger areas have been mapped as wetland communities and are enrolled in the CLTIP, they have been removed from the total forest area in Compartment 5; These areas drain to the south into larger wetlands. An extensive series of trails runs throughout this compartment.

This compartment is mostly dominated by White Spruce. Eastern White Cedar becomes dominant towards exterior boundary of this community. Other species are present throughout the community including Elm, White Ash, and even an old apple tree likely remnant from before the spruce were planted. Trembling aspen and White Pine were also present as super canopy trees that provided perching and nesting habitat for a number of species. The Spruce and Cedar in this compartment has formed a dense canopy creating a dark forest floor with low levels of regeneration and understory species. A number of moss species were observed in large patches through the compartment as well has herbaceous species including Red Bane Berry, Enchanters Night Shade, Downy Yellow Violets, Virginia Waterleaf, Blue Cohosh, Club moss as well as a number of young trees and shrubs including White Cedar, and Maple-leaved Viburnum.

A variety of wildlife was observed in this compartment including roughed grouse, which was heard both drumming and was observed in the understory. A dead white-tailed deer skeleton was also noted in this compartment.

This compartment has a number of features that provide habitat for species including large and small fallen woody debris, vernal pools, and dead standing wood with cavities present. This community would provide excellent habitat for a number of woodland amphibian species such as salamanders and wood frogs, though none were observed during field work. Conifer stands with permanent sources of water provide excellent habitat for a number of species including Flying squirrel, this properties location on a major wildlife corridor may increase the chances of this species being present. Adding additional features such as wildlife nesting boxes to this community will help increase the number of species utilizing it.

This compartment can be left to continue naturally, over time some of the spruce will die off leaving openings on the forest floor that can be colonized by new species. Monitoring these areas for invasives will be important to maintain the health and resilience of this ecosystem. If desired some spruce can be removed manually and replaced with hardwood species. It is always important to work with a registered professional forester when removing any significant number of trees. Some Buckthorn was found regenerating along the

trail in this compartment these should be removed before the become mature enough to produce seeds to reduce the amount of work required to manage it.

Tree Species (Common Name)	Tree Species (Latin Name)	Status	Prevalence within Compartment	Percent Cover	Comments
White Spruce		Native	Dominant	90%	Planted ~50yrs ago
Eastern White Cedar		Native	Dominant in patches	10%	
White Ash		Native	Present		
Elm		Native	Present		
Apple		Cultivar	Present		

Table 13. This Table lists the Species found in this compartment and their relative abundance within the forest canopy.

7.2.6 Compartment 6 – Coniferous Forest

#	Code	Area (ac)	Forest Type	Forest Age	Canopy Height	Avg. DBH	Avg. BA	Woody Regen.	Understory Diversity	Woody Debris	Disturbance
6	FOC	0.57	Coniferous	Mature	15m	25cm	30cm^2	Low	Low	Low	Low

Table 14. This Table summarizes information about the compartment required for the Enhanced Inventory Form as part of the 'Planning Template for Preparing a Stewardship Plan for Natural Areas'.

On the Eastern side of the River, along the eastern boundary of the property is a compartment dominated by coniferous species. This compartment is accessible from a right of way access that connects to Brock Concession Rd. 1. Eastern White Cedar, Trembling Aspen, and Black Ash are present here. Other species such as Lady Fern, Red Trillium, Virginia waterleaf, and Starry False Solomon Seal were present in the understory. This compartment is very similar in composition the Eastern edge of compartment 5 but has been separated by the Layton Creek PSW area which has not been included in the MFTIP area as it is already enrolled in CLTIP.

Tree Species (Common Name)	Tree Species (Latin Name)	Status	Prevalence within Compartment	Percent Cover	Comments
Eastern White Cedar		Native	Dominant	40%	
Trembling Aspen		Native	Sub- Dominant	30%	
Black Ash		Native	Sub- Dominant	30%	

Table 15. This Table lists the Species found in this compartment and their relative abundance within the forest canopy.

7.2.7 Compartment 7- White Pine Plantation

#	Code	Area (ac)	Forest Type	Forest Age	Canopy Height	Avg. DBH	Avg. BA	Woody Regen.	Understory Diversity	Woody Debris	Disturbance
7A	CUP3-2	7.54	Plantation	Young	11m	18cm	20cm^2	Low	Mod	Mod	Low
7B	CUP3-2	0.12	Plantation	Young	11m	18cm	20cm^2	Low	Mod	Mod	Low

Table 16. This Table summarizes information about the compartment required for the Enhanced Inventory Form as part of the 'Planning Template for Preparing a Stewardship Plan for Natural Areas'.

Compartment 7 is located in the North West corner of the Tuck Property. For the purpose of enrollment into the MFTIP the compartment has been split into Compartment 7A and Compartment 7B. Compartment 7A is located on the northern parcel, with compartment 7B located on the southern parcel. Ecologically speaking these compartments function as one and are not discontinuous. For the purpose of the report these communities have been described as one. This compartment was planted by the landowners over the time they have lived on the property. It is dominated by White Pine, with some other species that have begun to establish them selves in the understory including, Black Cherry, White Ash, and Sugar Maple. Small openings have been left in the White Pine but have been planted or colonized by other species including, White Spruce, Norway Spruce, Black Locust, Red Oak and Basswood. The understory is comprised of a mix of shrub species including, Choke Cherry, Elderflower, Honey suckle, Lilac, and Pin Cherry. A number of herbaceous species are also present.

This compartment has begun to expand to the east into compartment 9 (Open Areas). Over time this process will continue to expand naturally and increase the forested area on the property. Several small open areas were present in this compartment though they have begun to naturally fill in and have been mapped as an inclusion. An area that was previously mowed and maintained as a recreational field. This area is no longer used and is dominated by common meadow species. To help increase this process and add additional diversity to this compartment these open areas can be planted with hardwood trees and shrubs. And old hedgerow is present in the central portion of this community and contains mature Basswood and maples. Colts foot, Alternate Leaf Dogwood, Sumac and Jack Pine were also located here.

A yellowbellied sapsucker and a brown thrasher were observed in this community, this community provided good habitat for species that require a mix of open areas and forested cover.

Tree Species (Common Name)	Tree Species (Latin Name)	Status	Prevalence within Compartment	Percent Cover	Comments
White Pine		Native	Dominant	95%	Planted
White Spruce		Native	Present	2%	
Norway Spruce		Introduced	Present	1%	
Black Locust		Introduced	Present	1%	
Red Oak		Native	Present	1%	

Table 17. This Table lists the Species found in this compartment and their relative abundance within the forest canopy.

7.2.8 Compartment 8 – Deciduous Swamp

#	Code	Area (ac)	Forest Type	Forest Age	Canopy Hight	Avg. DBH	Avg. BA	Woody Regen.	Understory Diversity	Woody Debris	Disturbance
8	SWD 2	3.80	Swamp	Mid	13m	21cm	28cm	Good	Good	Good	Low

Table 18. This Table summarizes information about the compartment required for the Enhanced Inventory Form as part of the 'Planning Template for Preparing a Stewardship Plan for Natural Areas'.

Compartment 8 is a deciduous swamp located in the North East corner. This compartment is a wetland compartment and encircles a portion of the already existing wetland area that is entered into the CLTIP. This compartment is dominated by wetland tree species including Green Ash and Eastern White Cedar. A number of other species were also present in the understory including tufted loosestrife, Two leaved toothwort, Swamp Milkweed, Purple-stem Aster, Red Osier Dogwood, and Coltsfoot. Some of the small openings also contain species such as Burdock, Field Mint, and horsetail. Some small open areas are found in this compartment, all of which are less then 0.5 ac and were mapped as inclusions in this compartment, these openings are dominated by wetland grasses and sedges and have begun to naturally regenerate with species from the surrounding forest such as Eastern White Cedar, Trembling Aspen, and Green Ash. The soils in the community were heavily saturated and evidence of booth ground water seepage and iron precipitates were present.

Going forward it is recommended this area be evaluated to determine if it could be added to the existing CLTIP area on the property. Likely this area would qualify to be included as a PSW, it is dominated by wetland vegetation and is an extension of an existing PSW likely this area was missed as a result of elevation (slightly higher).

Tree Species (Common Name)	Tree Species (Latin Name)	Status	Prevalence within Compartment	Percent Cover	Comments
Green Ash		Native	Co-Dominant	50	
Eastern White Cedar		Native	Co-Dominant	30	
Largetooth Aspen		Native	Co-Dominent	20	

Table 19. This Table lists the Species found in this compartment and their relative abundance within the forest canopy.

7.2.9 Compartment 9 – Open Areas

#	Code	Area (ac)	Primary Use	Area Type	Species Type	Stage of Natural Succession	Invasive Sp.	Disturbance	Other Features
9A		1.14	Old Field	Former Pasture	Grasses	Early	No major Patches observed	Low	
9B		2.00	Old Field	Former Pasture	Grasses	Early	No major Patches observed	Low	

Table 20. This Table summarizes information about the compartment required for the Enhanced Inventory Form as part of the 'Planning Template for Preparing a Stewardship Plan for Natural Areas'.

Compartment 9 has been divided in to 2 sub compartments. The majority of this compartment (9A) is located in the central portion of the northern half of the Tuck property. This compartment has been included in the MFTIP plan as part of the 10 percent open area allowance. Open areas like this add diversity to the property and support additional communities of species not found elsewere on the property. This community is dominated by a mix of common meadow species including grasses like smooth brome and timothy, as well has herbaceous species like red and white clover, goats beard, oxeye daisy, annual fleabane, Yellow Hawkweed.

9B is a portion of the same open meadow area and has the same community of species as compartment 9A but has been removed from the eligible area as part of the 10 Percent area allowance.

The yellowbellied sapsucker from compartment 7 was observed in this community as well and was seen feeding on ants along the trail in this compartment. Field sparrow and Song Sparrow were also observed in this compartment and a red-tailed hawk was seen circling overhead. In the North East corner of this community several turtle nests were located, 3 were still un disturbed and 2 had been predated on. Likely the Turtles making these nesting sites are coming from the neighbours pond across Brock Concession Rd 1. Compartment 9A can be left to increase habitat diversity on the property. Compartment 9B should be planted to help increase forested area on the property as well as increase eligible forested MFTIP area.

7.2.10 Compartment 10 – Residence

The residential area of this property is 1 acres in size and includes the area around the house and garage as well as the driveway. Several well used bird boxes and feeders were also present around the house a number of bird species were observed utilizing this compartment. This area has been removed from the eligible MFTIP area in accordance with MNRF policy (1 acre minimum deduction for residential areas).

8.0 PLANNED 10 YEAR ACTIVITY SUMMARY FOR THE PERIOD 2020 - 2029

Compartment	Objective	Activity	Quantity	Year Scheduled
All	• Environmental Protection • Recreation • Wildlife • Nature Appreciation	• Monitor for invasive species by walking your property frequently • Remove existing Buckthorn as needed • Increase biodiversity and wildlife by planting additional tree species • Maintain mast tree species, as well as standing and fallen woody debris to provide food and habitat for wildlife • Add wildlife boxes to attract even more species • Maintain trails by removing brush and any hazardous trees that are dead or dying near the trail		Annually
Compartment 1	• Environmental Protection • Wildlife • Nature Appreciation	• Put up Flying Squirrel or other wildlife boxes particularly along the stream in this community • Remove Buckthorn Along Boundary • Allow it to continue naturally • Maintain trails by removing brush and any hazardous trees that are dead or dying near the trail		As needed
Compartment 2	• Environmental Protection • Wildlife • Nature Appreciation	• Allow to continue naturally • Continue to plant trees • Maintain trails by removing brush and any hazardous trees that are dead or dying near the trail		As needed
Compartment 3	• Environmental Protection • Recreation • Wildlife • Nature Appreciation	• Remove any existing Buckthorn in the understory and along the boundaries • Remove Scot's Pine if desired; Monitor for seedlings in the understory • Plant additional hardwood species if desired • Retain hardwoods and conifers other than Scot's Pine. Allow it to continue naturally • Maintain trails by removing brush and any hazardous trees that are dead or dying near the trail		Annually
Compartment 4	• Environmental Protection • Recreation • Wildlife • Nature Appreciation	• Remove any existing Buckthorn in the understory and along the boundaries • Maintain trail markers to ensure consistent use of trails • Maintain trails by removing brush and any hazardous trees that are dead or dying near the trail; • Monitor for invasive aquatic species in and around the pond • If turtle nests are located in this compartment or nearby attempt to protect them by covering them with a cage made of chicken wire to prevent predation • Allow it to continue naturally		Annually
Compartment 5	• Environmental Protection • Wildlife • Nature Appreciation	• Remove any existing Buckthorn in the understory and along the boundaries . • Increase biodiversity and wildlife by planting additional tree species • Put up Flying Squirrel or other wildlife boxes particularly along the stream in this community		Annually

		• Maintain trails by removing brush and any hazardous trees that are dead or dying near the trail		
Compartment 6	• Environmental Protection • Wildlife • Nature Appreciation	• Allow to continue naturally • Maintain trails by removing brush and any hazardous trees that are dead or dying near the trail; •		As needed
Compartment 7	• Environmental Protection • Wildlife • Nature Appreciation	• Allow it to continue naturally • Plant additional tree species if desired • Monitor for the introduction of any invasive species along the road, or within the community, in particular the open areas within this community are at the highest risk.		Annually
Compartment 8	• Environmental Protection • Wildlife • Nature Appreciation	• Allow it to continue naturally • Monitor for the introduction of any invasive species •		Annually
Compartment 9	• Environmental Protection • Wildlife • Nature Appreciation	• Continue to Plant Trees in this area to increase forest cover, some open areas (up to 10 percent) are encouraged to maintain habitat diversity on the property. • Monitor for the introduction of any invasive species • If turtle nests are located in this compartment or nearby attempt to protect them by covering them with a cage made of chicken wire to prevent predation		As needed
Residential (Compartment 10)	N/A	N/A	N/A	N/A
All	5 year Review	Submit 5 year report of activities to the MNRF by July 31st, 2024	2024	N/A
All	New MFTIP	Reenroll in the MFTIP for a new 20 year management plan		

Table 21. This Table outlines the planned 10 year activity summary for the Tuck Property. Objectives have been broken down by compartment with some objectives that apply to multiple compartments grouped.

9.0 REPORT OF ACTIVITIES DURING THE PERIOD 2020 - 2029

Year	Compartment	Activity	Proposed Quantity	Quantity Completed	Comments

Table 22. This table is left blank intentionally and is intended to be completed by the landowners over the life of the plan (10 years) a copy of this section should be submitted with the 5 year landowner review.

10.0 CONTACT INFORMATION AND USEFUL RESOURCES

McKitterick Consulting
Keegan McKitterick
Environmental Consulting
Managed Forest Plan Approver
Certified Ontario Wetland Evaluator
705-440-0396
keegan.mckitterick@gmail.com

Ministry of Natural Resources and Forestry
Managed Forest Tax Incentive Program
300 Water Street, 5th S
Peterborough ON
K9J 81V15
1-855-866-3847
MFTlP@ontario.ca

County of Peterborough
470 Water Street
Peterborough, Ontario,
K9H 3M3
705-743-0380
info@ptbocounty.ca
www.ptbocounty.ca/en/index.aspx
By-Laws:
https://www.ptbocounty.ca/en/governing/by-laws.aspx

Selwyn Township Municipal Office
1310 Centre Line, Selwyn, Ontario K9J 6X5
P.O. Box 270, Bridgenorth, Ontario K0L 1H0
705-292-9507
info@selwyntownship.ca
www.selwyntownship.ca/en/index.asp
By-laws:
http://www.selwyntownship.ca/en/townshiphall/bylawsandpolicies.asp

Natural Heritage Information Centre
http://nhic.mnr.gov.on.ca/

Landowner Resource Centre
www.lrconline.com

Forests Ontario
144 Front St. West, Suite 700
Toronto, ON.
M5J 21-7
(416)-493-4565
Toll Free: 1-800-387-0790
www.oforest.on .ca

Ontario Woodlot Association
RR # 4, 275 County Road 44
Kemptville, ON
613-713-1525
www.ontariowoodlot.com

Peterborough County Stewardship
perterborougcountystewardship.org
peterboroughcountystewardship@gmail.com

Forest Gene Conservation Association
275 County Rd. 44
Kemptville, ON
K0G 1J0
www.fgca.net

Tree Canada
43 Eccles Street, Suite B
Ottawa, ON K1R 6S3
www.treecanada.ca

Canadian Institute of Forestry (CFA)
P.O. Box 99, 6905 Hwy. 17 West
Mattawa, ON
P0H 1V0
705-744-1715 ext. 609
www.cif-ifc.org

Trees of Canada (Book)
www.treecanada.ca/resources/trees-of-canada

Government of Canada – Poison Ivy Management
www.canada.ca/en/health-canada/services/home-garden-safety/poison-ivy

Government of Canada – Emerald Ash Borer Factsheet
www.nrcan.gc.ca/forests/fire-insects-disturbances/top-insects/13395

ALUS CANADA
555-2938 Dundas Street West
Toronto, ON
M6P 4E7
www.alus.ca

ALUS Peterborough
705 748-6324 x315

Ontario Federation of Anglers and Hunters
4601 Guthrie Drive, PO Box 2800
Peterborough, ON
K9J 8L5
705-748-OFAH (6324)
https://www.ofah.org/

Tallgrass Ontario
1095 Wonderland Rd. S
Box 21034 RPO Wonderland S.
London, ON
N6K 0C7
519-674-9980
info@tallgrassontario.org
www.tallgrassontario.org/wp-site

Canadian Wildlife Federation (Ottawa - Head Office)
c/o Customer Service
350 Michael Cowpland Drive
Kanata, Ontario K2M 2W1
1.800.563.9453
http://cwf-fcf.org/en/
Native Species Guide:
www.cwf-fcf.org/en/resources/for-educators/resource-sheets/plant-native-species.html

Ontario Invasive Plant Council
380 Armour Road, Unit 210
Peterborough, ON
K9H 7L7
705-741-5400
info@oninvasives.ca
www.ontarioinvasiveplants.ca

NANPS: North American Native Plant Society
PO Box 69070
St. Clair PO
Toronto, ON
M4T 3A1
info@nanps.org
http://nanps.org/contact/

GreenUp Ecology Park
1899 Ashburnham Drive,
Peterborough, Ontario
Marcy Adzich
705 745 3238 ext. 212
marcy.adzich@greenup.on.ca
www.greenup.on.ca

Grow Wild!
Native Plant Nursery, Landscaping and Ecological Services
3784 Highway 7
Omemee ON K0L 2W0
Paul Heydon
705-799-2619
info@grow-wild.com
www.grow-wild.com

Ontario Professional Foresters Association
5 Wesleyan St, #201
Georgetown, ON
L7G 2E2
1-905-877-3679
opfa@opfa.ca
Find a Registered Professional Forester:
https://opfa.ca/contact-us/membership-directory/#!directory

APPENDIX A: GLOSSARY OF TERMS

FORESTRY TALK: A GLOSSARY OF COMMON TERMS

If you're planning to harvest trees in your woodlot or to establish a forest on your property, you may need to communicate with foresters and logging contractors along the way. This Extension Note provides a glossary of common forestry terms that will help you understand some forest management concepts and share your ideas with forestry experts. Words that appear in italic type are defined elsewhere in this glossary.

ACRE

- An area of land equal to 43,560 square feet or 0.404686 hectares
- Roughly equal to 210 feet by 210 feet or 64 metres by 64 metres

ADVANCED REGENERATION

- Young trees that have reached eye-level or above

AGE CLASS

- A category that describes trees or stands of trees of a similar age, usually within a range of 20 years
- In hardwood stands age class is often determined by measuring the diameter of a tree's trunk, rather than its actual age
- The following age classes are commonly used in Canada:

seedlings	tiny sprouts
saplings	1 to 9 cm
polewood	10 to 25 cm
small sawlogs	26 to 37 cm
medium sawlogs	38 to 49 cm
large sawlogs	50 cm or larger

ALL-AGED STAND

- A stand that contains trees of all ages and sizes

ALTERNATE-ROW PLANTING

- A planting arrangement in which two different tree species are planted in alternate rows
- Often used to study how one tree *species* competes with another or develop a mixed species plantation

BASAL AREA OF A TREE
- The area, in square metres, of the cross-section of a tree measured 1.3 metres above the ground

BASAL AREA OF A FOREST OR STAND
- The area, in square metres per hectare, of the cross-section of all the trees measured 1.3 metres above the ground

BIOLOGICAL DIVERSITY (BIODIVERSITY)
- The variety and variability among living organisms and *ecosystems*
- Includes differences within and between ecosystems, differences between species and differences between members of the same species
- A high level of diversity within a species, which is known as genetic diversity, helps the species survive massive climactic and environmental changes, such as those created by pollution or global warming
- Ecosystems with a high level of diversity are more stable and support a greater number of life forms

BLOWDOWN
- A tree or group of trees that has been blown down by the wind

BREAST HEIGHT
- A point on a tree that is 1.3 metres above ground level
- Often the place at which a tree's diameter is measured
- On a slope, breast height is measured on the uphill side of the tree

CANOPY
- An almost continuous layer of foliage formed by the crowns of larger trees
- Shades the layers of vegetation below

CANOPY GAP
- A hole in the forest canopy that lets light penetrate to the forest floor
- Caused by fallen trees, fire, harvesting, logging, disease, insects, wind, cutting or other disturbances
- Provides the open, sunlit conditions that many tree species need to germinate and grow

CAVITY TREE
- A standing tree, dead or live, that has a hole or holes where wildlife can make nests or *dens* or escape predators

CLEARCUT
- A large opening created by cutting all the trees in one *harvest*
- Usually regenerates to an *even-aged forest*

CLEARCUTTING
- A harvesting method in which all the trees are cut in one harvest

COLONIZER
- The first *species* to grow in an open area after *clearcutting* or after a natural disturbance such as fire
- Also known as pioneer species, colonizers thrive in full sunlight
- Colonizers launch the process of *succession* by creating the conditions that other species need to grow

Cavity tree

COMPARTMENT
- A group or stand of trees that is sufficiently uniform in species composition, arrangement condition and age class to be a distinguishable unit

CONIFER
- A tree which is "evergreen." It has cones and needles or scale-like leaves that are usually retained throughout the winter
- Examples include spruce, fir, pine, cedar and larch
- The wood of conifers is referred to as "softwood"

Blowdown

COPPICE GROWTH

- New shoots that grow at the base of a tree in response to stresses, such as the cutting of the tree
- A form of natural *regeneration* that allows some species to reproduce without seeds

Coppice growth

CORD

- A unit of measurement for stacked round or split wood
- One bush cord has the outer dimensions of four by four by eight feet
- One face cord has the outer dimensions of 16 inches by four by eight feet and is one-third of a bush cord

CROP TREE

- A tree that is selected to grow until the final *harvest*
- Usually selected for its stem quality, rate of growth, species, and vigour

CROWN

- A tree's live branches and foliage
- When the crowns of neighbouring trees touch, they form a *canopy*

DEAD WOOD

- The decaying logs that lie on the forest floor, also called "coarse woody debris"
- Provides habitat for many life forms and a source of soil nutrients
- Provides the nutrient-rich, moist conditions some tree species need to germinate and grow

DECIDUOUS

- A tree or shrub that sheds its leaves every fall
- Examples include maple, oak, birch, poplar and basswood
- The wood of deciduous trees is referred to as "hardwood"

DEN TREE

- A tree having a hollow or cavity used by animals for refuge or hibernation

DIAMETER AT BREAST HEIGHT (DBH)

- The diameter of a tree trunk measured 1.3 metres above the ground

DOMINANT SPECIES

- The most numerous and vigorous species in an area of mixed vegetation

ECOSYSTEM

- An interacting system of living organisms and their environment

EVEN-AGED FOREST

- A forest in which all the trees are within 20 years of the same age

FOREST INVENTORY

- A survey of a forest area that describes and quantifies the physical characteristics of the trees and plants, including the species present, the abundance of each species, and other measures such as height, diameter and quality
- An inventory may be done prior to the preparation of a management plan, the development of a specific work prescription, or for the purposes of establishing a value for a forest stand

FOREST STRUCTURE

- The ages and sizes of the layers of plant vegetation within a forest
- Layers may include ground vegetation, shrubs, young trees, canopy trees and *supercanopy* trees

FRAGMENTED LANDSCAPE

- An area of land in which the kind of natural vegetation that existed before European settlement has been reduced to small, disconnected parcels
- Fragmentation reduces opportunities for plants and animals to reproduce and exchange genes
- Fragmentation causes a loss of genetic diversity (see *biological diversity)*, which reduces a *species'* chance of adapting to and surviving climactic changes, pollution, disease and insect infestations

Fragmented landscape

GIRDLING

- Mechanically cutting the bark and underlying tissues all the way around the tree
- The removal of the bark by rodents, such as mice and voles
- Often kills a tree

GROUND COVER
- The layer of life that carpets the forest floor
- Includes plants, mosses and fungi

Ground cover

GROUP SELECTION SYSTEM
- An adaptation of the selection system, a *silviculture system* that removes some mature and/or unhealthy trees and leaves most trees to grow and regenerate the forest
- By removing groups of trees, creates *canopy gaps* where young trees can grow
- Favours mid-tolerant species that need some direct sunlight to thrive (see *tolerance*)

HABITAT
- Food, water, shelter, cover and other elements of the environment that living organisms need to survive

HARDWOODS
- Trees which are deciduous

HARVESTING
- The process of cutting trees to make wood products or fuelwood

HECTARE
- An area of land equal to 10,000 square metres (100 metres by 100 metres)
- An area of land equal to 2.47105 acres

HIGH-GRADING
- A form of logging that removes the most valuable trees and leaves the less valuable *species* to grow and regenerate the forest
- Changes the species composition in a forest
- Can reduce the future commercial value and health of the forest

MAST
- The fruit and seeds produced by trees and shrubs
- An important source of food for wildlife
- Soft mast are fleshy fruit such as berries
- Hard mast are shelled nuts such as acorns

Mast

MERCHANTABLE WOOD
- The part of a tree or a stand that is of commercial value for products such as lumber and veneer
- Determined by tree size and quality
- Usually a tree must be at least 10 centimetres in diameter to be considered merchantable

MICROSITE
- The site occupied by a tree

MICROCLIMATE
- The growing conditions in a small area
- Includes many aspects of the environment, such as temperature, humidity and soil conditions

NURSE CROP
- Trees that provide the shelter, shade and moist conditions that other species need to grow

NURSE LOG
- A decaying log on the ground that provides the moist, fertile conditions some tree species need to germinate and grow

OLD GROWTH
- A forest that has a large number of the features found in the forests that grew before European settlement
- Southern Ontario's old-growth forests contained a great diversity of habitats and species, as well as trees of many ages and sizes

ORGANIC LITTER
- The layer of decomposing leaves, bark, twigs and other organic debris that lies on the forest floor

PREPRATORY CUT

- The first cutting stage in the shelterwood silvicilture system
- Reduces stand density and enhances conditions for crop tree crown development

PRUNING

- Removing dead and living branches from trees
- Reduces the size of the knots in the wood and increases a tree's value for wood products such as lumber and veneer

Pruning

REFORESTATION

- Establishing a new forest after the trees are cut

REGENERATION

- Young trees (noun) or the process of growing young trees (verb)
- The growth of young trees can be promoted through natural or artificial means
- Trees naturally regenerate by producing seeds or by *coppice growth*
- People artificially regenerate forests by dispersing seeds, planting trees or stimulating coppice growth

REGENERATION CUT

- The second cutting state in the shelterwood *silviculture system*
- Removes about half of the mature trees in a stand
- Creates space so that the remaining trees can develop large crowns
- Trees with large crowns produce more seeds and the shade that many species need to germinate and grow

RELEASING

- Removing the vegetation near a tree that might compete with it for sunlight, water and nutrients
- Increases a tree's growth rate and chances of survival

Releasing

REMOVAL CUT

- A final cut in the shelterwood *silviculture system*
- Mature trees are harvested after young trees are established below them
- Increases the growth and survival rates of young trees by providing full sunlight

SALVAGE CUT

- The process of harvesting dying or dead trees
- Used to salvage valuable timber and fuelwood and to prepare sites for *reforestation*
- Often used in forests that have been damaged by insects, disease, or fire, or to restore native vegetation to sites that were planted in the past with non-native species

SELECTING (MARKING)

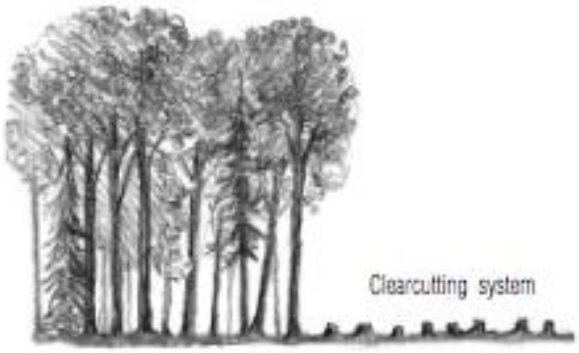
- The process of choosing trees to grow as future sources of wood products or fuelwood, wildlife habitat or sources of seed for *regenerating* the forest

SILVICULTURE

- The science of growing trees

SILVICULTURE SYSTEMS

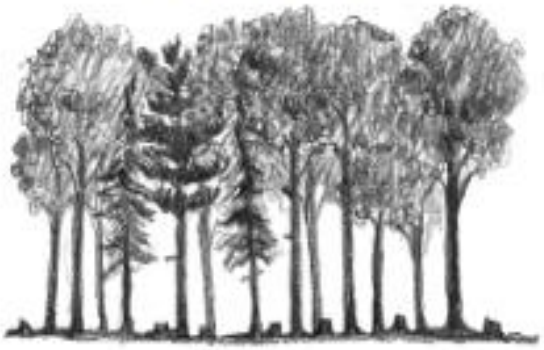
- Methods for growing, *harvesting* and *regenerating* trees
- Three main systems are used in Ontario: clearcutting, selection and shelterwood



Clearcutting system

1. Clearcutting

- All trees in a stand are removed at the same time
- The *clearcut* area can be planted with seedlings after the harvest or left to regenerate naturally



Selection system

2. Selection System

- Individual trees or groups of mature and/or unhealthy trees are harvested
- Leaves most of the trees and a variety of *age classes* to grow and regenerate the forest

Shelterwood system

3. Shelterwood System

- An even-aged *silvicultural system* where in order to provide a source of seed and/or protection for regeneration, the old crop is removed in two or more successive cuts
- Encourages natural regeneration in the shelter and shade of remaining trees
- The four-cut shelterwood system incorporates preparatory, regeneration, first and final removal cuttings
- The removal cuts are initiated when regeneration is well-established and the new stand is provided with adequate sunlight and space to grow

SNAG

- A standing dead tree that is decaying
- Can provide habitat for many species
- Can be a safety hazard during logging operations

Snag and coarse woody debris

SPECIES
- A group of plants, animals or other life forms that can interbreed

STAND
- A group of trees that can be distinguished from other vegetation by its composition, age, arrangement or condition

STOCKING
- A relative measure of the quantity of trees in a stand
- Can be expressed in terms of crown closure, and number of trees, basal area or volume per hectare

SUCCESSION
- The process of change that occurs naturally in a forest over time as one community of living organisms replaces another
- In southern Ontario, open fields and meadows often succeed to forests of intolerant species (see *tolerance*), which later evolve into mixed forests

SUPERCANOPY
- A cluster of vegetation composed of tall trees that poke through the canopy
- Usually conifers, such as white or red pines
- Provides landmarks and nesting spots for birds

Supercanopy

TENDING
- Caring for trees
- Can include *thinning*, *pruning* and other measures to reduce competition
- Increases survival rate, growth rate and commercial value of trees

THINNING
- Removing some trees from a *stand*
- Decreases the density of a forest, reduces competition and gives the remaining trees room to grow larger and faster

TOLERANCE
- The ability of a plant to germinate and grow in shade
- Tolerant *species*, such as maple, hemlock and beech, can grow in shade
- Mid-tolerant species, such as oak, ash and white pine, need some sunlight to survive
- Intolerant species, such as white birch, poplar and black cherry, need full sunlight — also referred to as pioneer species
- The growth rate of all species, including tolerant species, increases when the plants are exposed to more sunlight

Tolerant species can grow in shade

Mid-tolerant species need some sunlight to survive

Intolerant species need full sunlight

TREE MARKING

- Selecting and marking trees to be *harvested* and trees to be left to grow
- Trees are usually marked with paint on the trunk
- In Ontario, yellow paint indicates trees that are to be cut and blue paint indicates trees that are not to be cut

Tree marking

UNDERPLANTING

- Planting young trees under a *canopy* of mature trees

UNEVEN-AGED FOREST

- A forest with trees of all ages and sizes, usually with at least three *age classes*

WOLF TREE

- Large tree, generally of poor form, with a large *crown*
- Provides good shade but crowds out young trees

Underplanting

USEFUL CONVERSIONS

Area — Imperial Units	Metric Equivalents
1 acre	0.404686 ha
1 square foot	0.0929030 m^2
1 square inch	6.4516 cm^2
1 square mile	2.58999 km^2
1 square yard	0.836127 m^2

Length — Imperial Units	Metric Equivalents
1 chain (66 ft)	20.1168 m
1 foot	0.3048 m
Dbh (4.5 ft)	1.3 m
1 inch	2.54 cm
1 mile	1.60934 km
1 yard	0.9144 m

Ratios — Imperial Units	Metric Equivalents
1 cord per acre	8.95647 m^3 (stacked)/ha
1 cubic foot per acre	0.0699725 m^3/ha
1 square foot per acre	0.229568 m^2/ha
1 ton (2000 lb) per acre	2.24170 t/ha

Volume— Imperial Units	Metric Equivalents
1 cord (128 stacked ft^3)	3.62456 m^3
1 cubic yard	0.764555 m^3
1 board foot	0.0024 m^3
1000 foot board measure (fbm)	195 ft^3
1000 foot board measure (fbm)	4.4 m^3
1 gallon	4.54609 l

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Produced by:
- LandOwner Resource Centre

With support from:
- Ontario Ministry of Natural Resources
- Eastern Ontario Model Forest

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ISSN 1198-3744
R.P.
(5k P.R., 05 04 15)

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APPENDIX B: GENERAL EXTENSION NOTES

The Following is a list of Extension Notes that have been included as separate documents

- A Landowners Guide to Tall Grass Prairie and Savanah Management – Tallgrass Ontario
- Benefits of Wind Breaks – Ontario Government
- Cavity are Refuges for Wildlife – Ontario Government
- Cedar Leafminers – Ontario Government
- Clearing the Way: Preparing the Site for Tree Planting – Ontario Government
- Designing and Caring for Windbreaks – Ontario Government
- Do You Have a Healthy Woodlot? – Ontario Government
- Farming with Grassland Birds – Ontario Soil and Crop
- Forest Conservation ByLaws – Ontario Government
- Grow Me Instead Guide – Ontario Invasive Plant Council
- Management Options for Old Farm Fields – Ontario Government
- Planning for Tree Planting – Ontario Government
- Planting and Caring for Nut Trees – Ontario Government
- Poison Ivy – Ministry of Agriculture, Farming, and Rural Affairs
- Managing Regeneration in Conifer Plantations to Restore a Mixed, Hardwood Forest – Ontario Government
- Restoring Old-Growth Features to Managed Forests in Ontario – Ontario Government
- Selling Standing Timber – Ontario Government
- Stewardship Guide to Grasslands in Southern Ontario – Bird Studies Canada

- Tree Planting Guidelines – TreesCanada

APPENDIX C: SPECIES GUIDE

The Following is a list of Extension Notes that have been included as separate documents

- Basswood – Ontario Government
- Eastern White Cedar – Ontario Government
- Eastern White Pine – Ontario Government
- Poison Ivy – Ministry of Agriculture, Farming, and Rural Affairs
- Poplars – Ontario Government
- Sugar Maple – Ontario Government
- White Spruce – Ontario Government

APPENDIX D: INVASIVE SPECIES

The Following is a list of Extension Notes that have been included as separate documents

Cedar Leafminer - Ontario Government

Dog Strangling Vine – Best Management Practice – Ontario Invasive Plant Council

Dog Strangling Vine – Fact Sheet – Ontario Invasive Plant Council

European Buckthorn – Best Management Practice – Ontario Invasive Plant Council

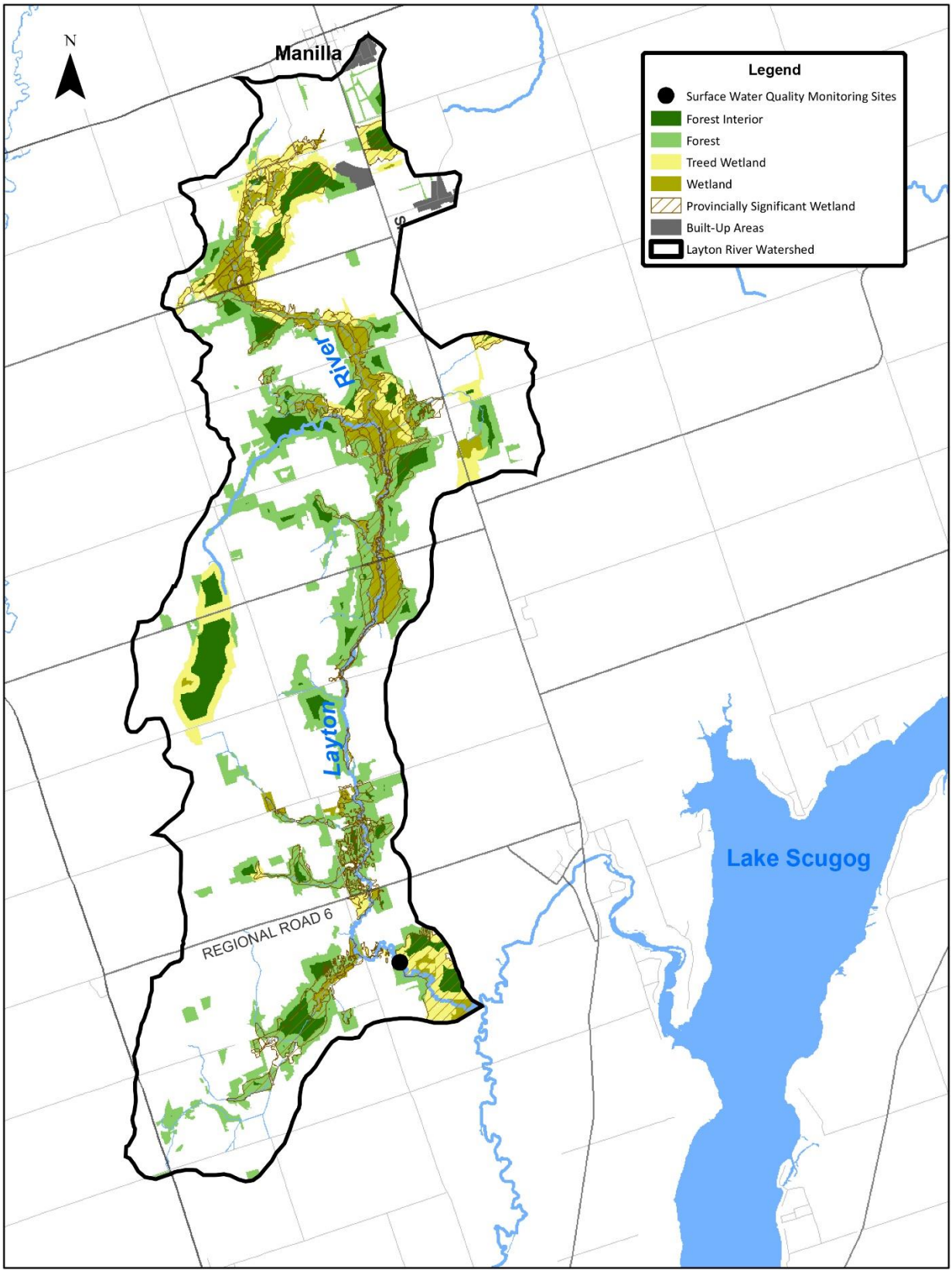
European Buckthorn – Fact Sheet – Ontario Invasive Plant Council

Emerald Ash borer – Fact Sheet – Lake Simcoe Region Conservation Authority

A Quick Reference Guide to Invasive Plant Species of Ontario – Ontario Invasive Plant Council

APPENDIX D: ADDITIONAL MAPS

Layton River Watershed



KAWARTHA
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KAWARTHA CONSERVATION

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

From: Mark Majchrowski, CAO
Matt Mantle, Director, Planning and Development

Re: Conservation Authorities Act and Regulatory Changes: Implementation and Interim Policies

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KEY ISSUE:

Amendments to Conservation Authorities Act and introduction of generic O. Reg 41/24 replacing our specific O. Reg. 182/06. Interim policies and procedures in response to these legislative changes are identified to achieve compliance.

RECOMMENDED RESOLUTION:
RESOLVED, THAT, the staff report regarding recent legislative and regulatory changes relating to the Conservation Authorities Act and Ontario Regulation 41/24 be received;

FURTHER THAT, the timelines for implementation of policy, guidelines and procedural documents and the transition procedures and guidelines be endorsed.

BACKGROUND

On April 1, 2024, Ontario Regulation 182/06: 'Kawartha Region Conservation Authority: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses' is being revoked and replaced by Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits' (O. Reg. 41/24). This change will consolidate all 36 individual conservation regulations under a single regulation. Amendments to the Conservation Authorities Act is occurring coincident with this change to implement previously unproclaimed sections and amendments to the Act.

The proposed changes will not alter the requirement that Conservation Authorities receive applications for a permit to undertake development, interference and/or alteration activities within areas as defined under the Conservation Authorities Act (CA Act) and O. Reg. 41/24 as these are Mandatory programs under Section 8 of O. Reg. 686/21.

An implication to the enacted Regulation and CA Act changes is that there will be several amendments/modifications made to our existing policies, procedures and guidelines and support material. A transition plan as well as plan outlining the

timeframes can be found as Attachment 1.

A summary of some of the major changes are as follows:

Conservation Authorities Act Modifications

Permit Appeal Processes:
The amendment will now allow for additional review and appeal processes for permit fees and decisions, where:

- Permit fee may be appealed to OLT
- Conservation Authority decision may follow Minister review subject to regulation and/or OLT
- Failure to make a decision within 90 days may be appealed to OLT

Exemptions:
This change enables exemption of certain low-risk development activities within the regulation.

Regulatory Tests:
An update to the tests used by conservation authorities in consideration of permit issuance, which removes “conservation of land” and “pollution”, and adds “unstable soils and bedrock”

Note that existing tests such as the control of “flooding”, “erosion”, and “dynamic beaches” are maintained.

Enhanced Minister Powers:
The enhanced Minister Powers will allow the Minister to direct a conservation authority to:

- Not issue a permit, and enable the Minister to issue a permit in place of a Conservation Authority with or without conditions
- Not issue a permit for a specified period of time

Enhanced Minister Orders
There is an amendment to the CA Act that will Enhance the Minister’s influence with regards to permits issued in cases where a Zoning Order has been made. The Enhanced Minister Orders may take the form of:

- Extending to the Conservation Authority where the Minister may prescribe conditions on a permit and also enable the Minister to limit what conditions may be included.

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

- Specify that, where the Minister has made a regulation, it would be allowable that development may begin prior to an ecological compensation agreement. Should the agreement not be reached within the timeline outlined in the regulation, the development may cease to continue.

Minister Orders:
This update makes it required that Conservation Authorities issue permits for projects subject to Community Infrastructure and Housing Accelerator orders and provides the ability that the Minister may review and amend any conditions.

Conservation Authority Enforcement Powers:
Changes in the Act include changes to the ability for officers to enter properties under a number of defined scenarios, includes the ability for officers to issue stop work orders (a new option for achieving compliance), and enhanced penalties for anyone found to be in contravention with the act (including enhanced fines).

Regulatory Changes as result of O. Reg 41/24

Definition change:
An updated definition for 'watercourse' where the definition changes as follows:

From: "An identifiable depression in the ground in which a flow of water regularly or continuously occurs"
To: "A defined channel, having a bed and banks or sides, in which a flow of water regularly or continuously occurs".

Prohibited activities and areas where a conservation authority permit is required:
The applicability of regulated areas has changed, notably the buffer area around wetlands has been reduced as well as changes to regulated areas around the hazard associated with the Great Lakes-St. Lawrence River System and large inland lakes (not applicable to us).

- Removal of 120 metre buffer to define 'other areas' from provincially significant wetlands, or wetlands greater than 2 hectares as per our current policies. Implementation of a consistent 30 metre regulated area around all wetlands.

Regulatory mapping:
A requirement that Conservation Authorities have:

- Regulation mapping publicly available.
- At a minimum, perform an annual review of mapping and provide any needed updates.
- Provide notification to the public and stakeholders for any significant changes.

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

Permit exception/exemptions:
A list of exceptions for low-risk activities (as defined by the province), which do not require a permit to proceed are found in Attachment 2, which includes a series of activities, many with specific caveats regarding applicability for the exception to apply.

Application process, service standards, and requirements for permit:
There are several new requirements for the permitting process and customer service that have been included in legislation. A summary of major changes are as follows:

- Enhanced requirements that specify that information, plans, and studies may be required for complete application.
- Addition of pre-consultation process if requested by an applicant and communications made to applicant within 21 days of having the pre-consultation.
- Applications are required to be deemed complete within 21 days of receiving an application and associated fee.
- Once an application has been deemed complete Conservation Authorities have limited ability to request additional studies, technical information or plans unless applicant agrees.
- A requirement that a Conservation Authority make a decision on a permit, once deemed complete, within 90 days. (Which in most cases is an increase in timelines we currently adhere to through our CO Customer Service Standards.

Request for Review:
An introduction of provisions which will allow applicants to request the conservation authority review if:

- A notice for deeming application complete or incomplete has not been received.
- The applicant disagrees with the decision that an application is incomplete.
- The applicant does not agree that the request for information, studies or plans is reasonable.

Policy and procedures documents for permits:
The regulation will make it a requirement that Conservation Authorities develop policy and procedure documents that include:

- Details of how pre-consultation is conducted and complete application requirements.
- Procedures for the administrative permit review process.
- Standard timelines for a conservation authority to make a decision on a permit once deemed complete.
- A process for the periodic review of the permit policies and procedures.

Other policies and procedures necessary for the purpose of administering the issuance of permits is identified as well, although this item is less specific than the other items identified.

Ontario Regulation 42/24 amending O. Reg 686/21:
Section 8.1 (1) - Standards and Requirements Part VI, requires that Authorities to prepare and publish annual reports outlining performance statistics for permits, including timelines. Currently Kawartha Conservation already provides annual reports as per the CALC standards.

Implications:
There will be significant staff time invested to facilitate these changes, which will impact most materials existing which support the planning, regulation, and compliance processes. These range from changes required in governance materials, planning and regulation policy manual, regulatory mapping, communication materials, field forms and permit templates. It will also result in the requirement to develop new processes and procedures applicable to newly proclaimed sections of the Act and regulation.

There is an anticipated impact to the program budget as there will be loss revenue associated with the exemptions and reduction in regulated areas around wetlands that are greater than 2 hectares (Currently Kawartha Conservation regulates 120m buffer which will be reduced to 30m).

Furthermore, with the anticipated exempt development involving sheds, patios, and decks outside wetlands and/or watercourses, it is anticipated that landowners and municipalities will want clearances for works and, currently there is no cost recovery option identified through our fee schedule. We anticipate confusion in the implementation of exceptions identified and further anticipate that changes in the definition of watercourse will result in additional work in processing permits as conditions need to be verified through on-site visits and can no longer be verified through remote means.

We have seen an increase in inquiries and questions related to our regulatory authority for planning, permitting and compliance matters since the time the changes were announced.

SUMMARY
The updated legislation will require updating current policies, procedures, and guidelines to be consistent with the Act and Regulation.

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

Since the changes to the CA Act and Regulations require significant amount of work to complete all required changes, it is proposed that a transitional approach be implemented as shown in Attachment 1. We will continue to work with Conservation Ontario and other Conservation Authorities in order to update our guidelines, policies and procedures in accordance with O. Reg. 41/24 and the associated CA Act amendments.

Attachments 3 and 4 outline the transition procedures provided by Conservation Ontario to be adopted by Kawartha Conservation until updated procedural manuals and guidelines can be completed.

CONCLUSION

It is recommended that staff report regarding recent legislative and regulatory changes relating to the Conservation Authorities Act and Ontario Regulation 41/24 be received; and that the timelines for implementation of policy, guidelines and procedural documents and the transition procedures and guidelines be endorsed.

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

KAWARTHA CONSERVATION

Attachment 1

Priority Actions	Conservation Authority Actions	Timeframe
Communications strategy & implementation	Update references and information on webpage	April 1, 2024
Interim Policies & Guidelines for the Administration & Implementation of O. Reg. 41/24.	Interim policies adopted until existing policy and procedure documents are updated.	April 1, 2024
Transitional Procedures & Guidelines	Procedures adopted for transitioning from existing regs. to O. Reg. 41/ ensure permits and new applications are subjected to the appropriate procedures and guidelines, depending on their date of submission.	April 1, 2024
Consider (re)delegating Authority powers	To accommodate efficient timelines for permit review / issuance, administration reviews, permit cancellations, holding of hearings, etc. (legal counsel may be required).	April 1, 2024
Re-appointment of officers	Appointment of officers under a new class designation will be required. MNRF to provide new class designation.	**April 1, 2024**
Regulatory mapping updates	Update Members on new requirements for mapping updates (revised regulation limits, requirements for posting, procedures for updating, etc.)	**June 1, 2024**
Administrative updates	Update regulatory and legislative references on applications, maps, website, etc.	**Starting April through to when appropriate**
Update Planning and Policy Guideline document	Update existing Planning and policy document to reflect O. Reg. 41/24 and Conservation Act changes.	November 30, 2024

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

Attachment 2

Excerpt from O. Reg. 41/24: Prohibited Activities, Exemptions and Permits as of February 16, 2024

Note: Applicants are encouraged to confirm exceptions with the Conservation Authority prior to carrying out the work.

5. Paragraph 2 of subsection 28 (1) of the Act does not apply to,
   (a) the construction, reconstruction, erection or placement of,
      i. a seasonal or floating dock that,
         A. is 10 square metres or less,
         B. does not require permanent support structures, and
         C. can be removed in the event of flooding,
      ii. a rail, chain-link or panelled fence with a minimum of 75 millimetres of width between panels, that is not within a wetland or watercourse,
      iii. agricultural in-field erosion control structures that are not within and that do not have any outlet of water directed or connected to a watercourse, wetland or river or stream valley,
      iv. a non-habitable accessory building or structure that,
         A. is incidental or subordinate to the principal building or structure,
         B. is 15 square metres or less, and
         C. is not within a wetland or watercourse, or
      v. an unenclosed detached deck or patio that is 15 square metres or less, is not placed within a watercourse or wetland and does not utilize any method of cantilevering;
   (b) the installation of new tile drains that are not within a wetland or watercourse, within 30 metres of a wetland or within 15 metres of a watercourse, and that have an outlet of water that is not directed or connected to a watercourse, wetland or river or stream valley, or the maintenance or repair of existing tile drains;
   (c) the installation, maintenance or repair of a pond for watering livestock that is not connected to or within a watercourse or wetland, within 15 metres of a wetland or a watercourse, and where no excavated material is deposited within an area where subsection 28 (1) of the Act applies;
   (d) the maintenance or repair of a driveway or private lane that is outside of a wetland or the maintenance or repair of a public road, provided that the

driveway or road is not extended or widened and the elevation, bedding materials and existing culverts are not altered;

(e) the maintenance or repair of municipal drains as described in, and conducted in accordance with the mitigation requirements set out in the Drainage Act and the Conservation Authorities Act Protocol, approved by the Minister and available on a government of Ontario website, as it may be amended from time to time; and

(f) the reconstruction of a non-habitable garage with no basement, if the reconstruction does not exceed the existing footprint of the garage and does not allow for a change in the potential use of the garage to create a habitable space.

KAWARTHA CONSERVATION
Discover • Protect • Restore

Attachment 3

Interim Policy Guidelines for the Administration and Implementation of Ontario Regulation 41/24 (Prohibited Activities, Exemptions and Permits)

Effective Date:
April 1, 2024

Summary
On April 1, 2024, Ontario Regulation 41/24 (Prohibited Activities, Exemptions and Permits) and Part VI of the *Conservation Authorities Act* came into effect. This regulation replaces the Kawartha Conservation's previous "Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses" regulation.

The proclamation of the new legislative and regulatory framework necessitates updates to existing Conservation Authority policies and procedures, including the Plan Review and Regulation Policies.

Interim Policy Guidance
As of April 1, 2024, the Kawartha Conservation will review and make decisions on applications for permits in accordance with Part VI of the *Conservation Authorities Act* and Ontario Regulation 41/24. Amendments to the Plan Review and Regulation Policies will be forthcoming to reflect this new framework. Per section 12 of O. Reg. 41/24, Kawartha Conservation will consult with stakeholders and the public during the review and update process as the authority considers advisable. Where discrepancies exist between the text of the legislation or regulation and the information provided within Plan Review and Regulation Policies and these Interim Policy Guidelines, the text of the legislation and regulation will prevail.

Key variances from the processes in the existing Plan Review and Regulation Policies include, but are not limited to:

1) Assessing permit applications made under Section 28.1 of the *Conservation Authorities* Act to determine if the proposed works will affect the control of flooding, erosion, dynamic beaches, and **unstable soil or bedrock**.
2) Assessing applications to determine whether the proposed activity would create conditions or circumstances that, in the event of a natural hazard, might jeopardize the **health or safety of persons** or result in the **damage or destruction of property.**

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3) Attaching conditions to a permit only if the conditions (1) assist in preventing or mitigating any effects on the control of flooding, erosion, dynamic beaches or unstable soil or bedrock or (2) assist in preventing or mitigating any effects on human health or safety or any damage or destruction of property in the event of a natural hazard.
4) Reducing the regulated area surrounding provincially significant wetlands or wetlands greater than 2 hectares in size from 120 m to 30 m. The other areas in which development activities are prohibited are within 30 m of all wetlands in the Kawartha Conservation's area of jurisdiction.
5) Exceptions from Conservation Authority permits for specific activities outlined in section 5 of O. Reg. 41/24, when carried out in accordance with the regulation.
6) Updated complete application requirements (as outlined in section 7 of O. Reg. 41/24), including requirements for landowner authorization and payment of applicable fee.
7) A new process for applicants to request an administrative review of an application (circumstances outlined in section 8 of O. Reg. 41/24).
8) Updated definition of *watercourse* to a "defined channel, having a bed and banks or sides, in which a flow of water regularly or continuously occurs".
9) New requirement (as outlined in subsection 7(2) O. Reg. 41/24) to notify the applicant of whether an application is complete within 21 days and provide the applicant notice of a decision within 90 days following confirmation of a complete application (as outlined in 28.1(22) of the *Conservation Authorities Act).*
10) A new process for pre-submission consultation (circumstances outlined in section 6 of O. Reg. 41/24).
11) Enforcement procedures, appeals and hearing processes described in Parts VI and VII of the *Conservation Authorities Act*.

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Attachment 4

Transitional Procedures and Guidelines

Transitioning from the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation to the NEW Ontario Regulation 41/24

March 2024

Background

The existing Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation provided each Conservation Authority with the power to regulate development and activities in or adjacent to river or stream valleys, shorelines of the Great Lakes-St. Lawrence River system and inland lakes, watercourses, hazardous lands (e.g., unstable soil, bedrock, and slopes), wetlands and other areas around wetlands. Development taking place on these lands may require permission from the Conservation Authority to confirm that the control of flooding, erosion, dynamic beaches, pollution or the conservation of land are not affected.

On February 16, 2024 the Prohibited Activities, Exemptions and Permits under *Conservation Authorities Act* Regulation (Ontario Regulation 41/24) was approved by the Province under subsection 28(1) of the *Conservation Authorities Act*. The administration of O. Reg. 41/24 is a Mandatory Program and Service of the Conservation Authorities as per Section 21.1.1 of the *Conservation Authorities Act* and as stipulated in O. Reg. 686/21: Mandatory Programs and Services. Under section 8 of O. Reg. 686/21, Conservation Authorities shall provide programs and services to ensure that the Authority carries out its duties, functions and responsibilities to administer and enforce the provisions of Parts VI and VII of the Act and any regulations made under those Parts.

The transitional policies and procedures are important in the implementation of the new regulations which will become effective as of April 1, 2024.

Purpose

The purpose of this document is to guide Conservation Authority staff through the transition from the current individual Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulations to the implementation of the new O. Reg. 41/24: Prohibited Activities, Exemptions and Permits Regulation.

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PERMIT APPLICATIONS

Applications Submitted Before April 1, 2024

Applications for permission to develop in a regulated area or interfere with a wetland or watercourse received prior to April 1, 2024, will be subject to the provisions of the applicable Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation in effect at the time the application was received.

If the subject application for the proposed works is not within an area or an activity regulated under the new regulation (O. Reg. 41/24), then the applicant will be advised in writing that a permit is not required for the proposed works.

Applications Submitted After April 1, 2024

All applications received on or after April 1, 2024, will be subject to the provisions of O. Reg. 41/24.

Extension of Permissions Issued under the Current Regulation

Permits issued prior to April 1, 2024, and have expiry dates beyond April 1, 2024, will remain valid for the duration identified on the permission. Inspections and conditions enforced under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation will continue until the permission expires.

A request for extension of a permit issued before April 1, 2024, that is received prior to April 1, 2024, will be considered in accordance with the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation.

A request for extension of a permit issued before April 1, 2024, that is received after April 1, 2024, will be considered in accordance with O. Reg. 41/24. An applicant requesting an extension will be notified in writing that an extension is not required if the permit is for a development activity or interference/alteration not within a regulated area established under O. Reg. 41/24 or is otherwise subject to an exception under the same.

Requests for an extension of the existing permit must be received by the Authority prior to the date of expiry shown on the permission.

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REVIEW OF PLANNING APPLICATIONS

Planning Applications Submitted Before April 1, 2024

All plan review will be conducted in accordance with the O. Reg. 686/21: Mandatory Programs and Services, O. Reg. 596/22: Prescribed Acts – Subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Act, as well as based on the provisions of the current Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation. Plan input activities will note that O. Reg. 41/24 will be in effect April 1, 2024.

Planning Applications Submitted After April 1, 2024

All plan input and review will be conducted in accordance with the O. Reg. 686/21: Mandatory Programs and Services, O. Reg. 596/22: Prescribed Acts – Subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Act, as well as based on the provisions of O. Reg. 21/24: Prohibited Activities, Exemptions and Permits Regulation.

VIOLATION NOTICES AND LEGAL ACTIONS COMMENCED BEFORE APRIL 1, 2024

Violation Notices issued prior to April 1, 2024 will be addressed and remedied by CA Provincial Offences Officers in accordance with the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation.

Violation Notices issued prior to April 1, 2024, for works in an area or activity no longer regulated under the new O. Reg. 41/24, upon satisfactory resolution of the matter, the proponent will be issued a letter advising that the works occurring in violation of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation have remedied/ rectified and the violation notice is revoked.

Violation notices issued and prosecutions commenced on or after April 1, 2024, will confirm with Parts VI and VII of the Act and O. Reg. 41/24.

Legal actions that commenced prior to April 1, 2024, may proceed where appropriate under consultation with legal counsel.

Other Agency Approvals

Issuance of a permit does not relieve the applicant from the responsibility of acquiring approval from other agencies or relieve the applicant from compliance with any conditions that other agencies may impose on the work.

KAWARTHA CONSERVATION

Agenda Item #9.5

BOD Meeting #3/24
March 28, 2024

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

From: Mark Majchrowski, CAO

Re: Delegation of permit related authorizations pursuant to the Conservation Authorities Act

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KEY ISSUE:

Updated delegation of permit approvals, and new delegations for permit cancellation and administrative reviews due to legislative and regulation amendments.

RECOMMENDED RESOLUTIONS:

RESOLVED, THAT, the staff report regarding the delegation of authorization for permit issuance, extension and cancellation, and administrative reviews made pursuant to the *Conservation Authorities Act* be received; AND,

FURTHER, THAT, the authority to approve permits and permit extensions under Ontario Regulation 41/24 be delegated to the Director, Planning and Development, and Chief Administrative Officer, effective April 1, 2024, which are:

- not a significant departure from board approved Kawartha Conservation policies and procedures staff;
- are for permits or permit extensions that do not extend beyond the timeframe of 60 months;
- contain permit conditions to which the applicant agrees,

AND,

FURTHER, THAT, the authority to cancel a permit issued under Ontario Regulation 41/24, pursuant to pursuant to the Conservation Authorities Act, for low-risk permits be delegated to the Chief Administrative Officer, effective April 1, 2024, *AND,*

FURTHER, THAT, the authority to conduct administrative request for reviews from an applicant be delegated to the Chief Administrative Officer pursuant to the Conservation Authorities Act, effective April 1, 2024.

BACKGROUND

On April 1, 2024, the Conservation Authorities Act will be amended, which will include the proclamation of Part VI (Regulation of Areas Over Which Authorities Have Jurisdiction), which replaces previous clauses in the Act. These amendments include

new delegation of power abilities for the Board to streamline activity and also includes updated clause references for existing delegation powers related to the issuance of permits. Included in this proclamation is the enactment of section 28.4 (Delegation of Power), which provides that:

> "**28.4** An authority may delegate any of its powers relating to the issuance or cancellation of permits under this Act or the regulations, or to the holding of hearings in relation to the permits, to the authority's executive committee or to any other person or body, subject to any limitations or requirements that may be prescribed by regulation."

A new regulation generic applicable to all 36 conservation authorities, *O. Reg. 41/24 Prohibited Activities, Exemptions and Permits* will come into force, replacing our current regulation specific to Kawartha Region Conservation Authority for regulation of development, interference with wetlands and alterations to shorelines and watercourses (O. Reg. 182/06).

Existing Delegation of Power and Re-Delegation:
The existing authority to delegate powers is contained in subsection 28(2) of the Act (to be repealed), which provided that a regulation could provide for delegation of any of the conservation authority's powers or duties under the regulation to the conservation authority's executive committee or any other person or body, subject to regulatory limitations. The regulatory limitations, contained within our regulation 182/06 provides for the designation of an Executive Committee or an employee(s) of Kawartha Conservation to grant permission for development proposals that can satisfy the tests of the regulation, and provided that the permit was not longer than 2 years in length (i.e. not overly complex).

Under the current regulation and delegation authority, the Director, Planning and Development, and Chief Administrative Officer have received the ability to issue permissions from the Board. This delegation needs to be updated to reference the new section and language of the Act.

New Delegation of Powers:
Additional delegations of power are identified in Section 28.4 of the Act, when proclaimed, which includes other new matters related to the "issuance of permits", which includes the administrative review of permit applications. This section also allows for delegation of the cancelation of permits and holding of hearings. All delegations are subject to the limitations or requirements of an associated regulation. There are no limitations provided in the new regulation (O. Reg. 41/24).

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

These delegation opportunities offer an ability to streamline administrative components of the permitting process to serve the community better and meet timelines imposed by the legislation.

Administrative Reviews:
A request for a reconsideration of fees for a permit application may be requested by an applicant as identified in subsections 21.2 (13) of the Conservation Authorities Act, which must be completed within 30 days of receiving the request. The outcome of this reconsideration is subject to an Ontario Land Tribunal process.

Request for review may be requested by an applicant, with supporting rationale, as identified in section 8. (1) of O. Reg 41/24 under the following circumstances, which must be completed by the authority within 30 days:

- a notice on a complete/incomplete application has not been received within 21 days upon receipt of the application and payment of the applicable fee
- if the applicant disagrees with the determination that the application is not complete
- if the application is of the view that other information, studies or plans to support the application is not reasonable.

It is proposed that the Chief Administrative Officer be delegated powers for administrative reviews to streamline the administrative process and allow for the ability to meet the 30-day timeframe identified in the legislation. It will also alleviate the need for special meetings to accommodate the new timelines.

Hearings
Holding of hearings is identified in the Conservation Authorities Act for the cancellation of a permit, approval of a permit where an applicant is not in agreement with conditions specified on a permit, or for the refusal of a permit, and for the review of a stop work order requested by a person served by the order, which is a new clause in the Act.

It is proposed that all hearings will continue to be conducted by the Authority Board of Directors, and no delegation of powers be introduced at this time. Hearings are generally subject to appeal to the Minister and/or Ontario Land Tribunal

Cancellation of Permits:
The provision to cancel a permit is provided for in S. 28.3 of the Conservation Authorities Act, which also provides that before cancelling a permit, a notice of intent to cancel the permit will be provided to the permit holder. This notice indicates that the permit will be cancelled on a date specified unless the holder requests a hearing. The decision of the hearing board will be the final decision by the Authority. In any

circumstance where a hearing is held to cancel a permit, the responsibility is proposed to remain with the Board.

A permit could be cancelled if permit conditions are not being met by the permit holder, or if the permit is no longer applicable (e.g. change in ownership).

It is proposed that the Chief Administrative Officer be authorized to cancel low-risk permits, which would effectively streamline the administrative processes. Cancellation of moderate to high-risk permits would remain with the Board, where cancellation would have an anticipated impact to health and safety of people, a significant economic impact (including direct impacts to a building/structure or property and/or impacts from loss of a use of a building or structure) or, as a result of development, there could be impacts to adjacent property owners.

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

KAWARTHA CONSERVATION

Agenda Item #9.6
BOD Meeting #3/24
March 28, 2024

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

From: Mark Majchrowski, CAO
Kristie Virgoe, Director, Stewardship and Conservation Lands

Re: Re-Designation of Provincial Offences Officers under Parts VI (Regulation of Areas over which Authorities Have Jurisdiction) and VII (Enforcement and Offences) of the Act.

KEY ISSUE:

Re-appointment of Provincial Offences Officers Parts VI (Regulation of Areas over which Authorities Have Jurisdiction) and VII (Enforcement and Offences) of the CA Act.

RECOMMENDED RESOLUTION:

RESOLVED, THAT, the Board of Directors re-appoint the following staff as Provincial Offences Officers in accordance with section 30.1 of the *Conservation Authorities Act*, effective April 1, 2024 on the date of proclamation for *Conservation Authorities Act* amendments, for the purpose of administering and enforcing Parts VI and VII of the Act, as amended, Ontario Regulation 41/24 Prohibited Activities, Exemptions and Permits and Ontario Regulation 688/21 Rules of Conduct in Conservation Areas:

- Calli Burke
- Melissa Creasy-Alexander
- Stephanie Vegotsky
- Kristie Virgoe

On April 1, 2024, amendments to Part VII Enforcement and Offences of the *Conservation Authorities Act (CA Act)* will be proclaimed, including Section 30.1, resulting in the need to re-appoint all existing Conservation Authority Provincial Offences Officers consistent with the updated legislation.

Ontario Regulation 686/21: Mandatory Programs and Services under the *Conservation Authorities Act* requires that conservation authorities provide programs and services to ensure that the conservation authority satisfies its duties, functions, and responsibilities to administer and enforce the provisions of parts VI and VII of the Act and any regulations made under those Parts.

Section 30.1 of the Conservation Authorities Act, to be proclaimed on April 1, 2024, allows conservation authorities to appoint officers to ensure compliance with the Act and the regulations.

Part VII of the *CA Act* also includes new and improved enforcement and compliance provisions that will come into effect on April 1, 2024. New provisions include:

- In specific circumstances, CA's may now issue stop work orders.
- Penalties for offences have been increased.
- Powers of the court have expanded when ordering persons convicted of an offence to repair and/or rehabilitate damage resulting from the commission of the offence.

On March 20th, 2024, the Minister of Natural Resources provided a Class Designation under authority of subsection 1(3) of the Provincial Offences Act, R.S.O 1990, c. P. 33 to come into effect on April 1, 2024. This Class Designation, included in the correspondence, designates staff appointed under Section 30.1 of the Conservation Authorities Act as provincial offences officers for the acts and accompanying regulations as listed, including the *Conservation Authorities Act* and the *Trespass to Property Act.*

Original Appointment Dates:

The staff identified have been appropriately trained through the Provincial Officer Training and have gone through the necessary police checks to ensure their eligibility to hold this position.

- Melissa Creasy-Alexander and Kristie Virgoe were designated as Provincial Offences Officers in May 2021.
- Calli Burke was designated as a Provincial Offences Officer in July 2022.
- Stephanie Vegotsky was designated as a Provincial Offences Officer in February 2023.

For more information, please contact Kristie Virgoe at extension 214.