

NOTICE TO

CLOCA BOARD OF DIRECTORS

Please find enclosed the **agenda** and supporting documents for the **CLOCA Board of Directors Meeting** on **Tuesday, November 21, 2023, at 5:00 p.m.** This meeting will be a **Hybrid meeting**. Members can join either virtual through ZOOM or attend in-person at the Authority's Administrative Office - 100 Whiting Avenue, Oshawa.

The list below outlines upcoming meetings and events for your information.

UPCOMING MEETINGS & EVENTS

DATE	TIME	EVENT	LOCATION
Tuesday, November 21/23	5:00 p.m.	CLOCA Board of Directors Meeting	Hybrid Meeting
Saturday, November 25/23	9:00 a.m. to 12:00 p.m.	Bird Count for Kids	Enniskillen Conservation Area 7274 Holt Road, Enniskillen Registration required at https://www.cloca.com/events
Tuesday, December 19/23 (Tentative)	5:00 p.m.	CLOCA Board of Directors Meeting	Hybrid Meeting

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CENTRAL LAKE ONTARIO CONSERVATION AUTHORITY

A G E N D A

AUTHORITY MEETING

Tuesday, November 21, 2023 - 5:00 P.M.

HYBRID MEETING LOCATION: VIRTUAL THROUGH ZOOM (ACCESS DETAILS TO BE PROVIDED)
OR 100 WHITING AVENUE, OSHAWA, AUTHORITY'S ADMINISTRATIVE OFFICE, BOARDROOM

CIRCULATION LIST

Authority	Elizabeth Roy, Chair	Authority	C. Darling, Chief Administrative Officer
Members:	Bob Chapman, Vice Chair	Staff:	B. Boardman, Executive/Accounting Administrator/Recording Secretary
	Marilyn Crawford		R. Catulli, Director, Corporate Services
	Sami Elhajjeh		J. Davidson, Director, Watershed Planning & Natural Heritage
	Bruce Garrod		L. Hastings, Communications Specialist
	Ron Hooper		D. Hope, Conservation Lands & Education Manager
	Rick Kerr		C. Jones, Director, Planning & Regulation
	Chris Leahy		P. Sisson, Director, Engineering, Field Operations & Education
	Tito-Dante Marimpietri		L. Vaja, Executive Assistant/Health & Safety Administrator
	Ian McDougall		R. Wilmot, Information Management & Technology Manager
	Rhonda Mulcahy		
	John Neal		
	David Pickles		
	Corinna Traill		
	Steve Yamada		
		Others:	

AGENDA ITEM:

SUPPORTING DOCUMENTS

1. CHAIR'S WELCOME

We acknowledge that our watershed is located on the Lands of the Great Mississauga Nations who are signatories to the Williams Treaties. These communities include the Mississaugas of Scugog Island, First Nations of Alderville, Beausoleil, Curve Lake, Hiawatha, Chippewas of Georgina Island and Rama. We believe it is important that we learn, and work to reconcile the impact we, and those before us, have had on the original inhabitants. On behalf of CLOCA, we want to thank them for sharing this land and all its resources. At CLOCA, our goal is to respectfully share in the responsibility of the stewardship and protection of these ancestral lands and waters and continue towards truth and reconciliation as we move forward as friends and allies with all First Nations, Inuit, and Metis people.

2. DECLARATIONS of interest by members on any matters herein contained.

3. ADOPTION OF MINUTES of October 17, 2023

pg. 1

4. PRESENTATIONS – None

5. CORRESPONDENCE

(1) Correspondence from Conservation Ontario

pg. 4

Re: Conservation Ontario Council Meeting Minutes – June 26, 2023

RECOMMENDATION:

THAT the above correspondence item be received for information.

6. DIRECTOR, PLANNING & REGULATION

- (1) Staff Report #5849-23 pg. 11
 Re: Permits Issued for Development, Interference with Wetlands, and Alteration to Shorelines and Watercourses – October 1 to 31, 2023
- (2) Staff Report #5851-23 pg. 13
 Re: Provincial Consultation on Proposed Restoration of Greenbelt Boundaries

7. DIRECTOR, WATERSHED PLANNING & NATURAL HERITAGE – None

8. DIRECTOR, ENGINEERING, FIELD OPERATIONS & EDUCATION

- (1) Staff Report #5856-23 pg. 23
 Re: Conservation Areas Inspection Policy Update
- (2) Staff Report #5857-23 pg. 40
 Re: Conservation Education Update – July 2023 to November 2023
- (3) Staff Report #5858-23 pg. 49
 Re: LiDAR Mapping Acquisition - National Adaptation Strategy and Hydrologic Prediction and Innovation Program

9. DIRECTOR, CORPORATE SERVICES

- (1) Staff Report #5850-23 pg. 50
 Re: 2024 Proposed Fees for Services & Programs, Regulation Services, Planning Services, and Stewardship & Restoration Services
- (2) Staff Report #5860-23 pg. 56
 Re: 2024 Draft Budget and Levy Submission

10. CHIEF ADMINISTRATIVE OFFICER

- (1) Staff Report #5848-23 pg. 65
 Re: 2024 Meeting Schedule - Board of Directors
- (2) Staff Report #5852-23 pg. 66
 Re: CLOCA's new AODA-Compliant Website
- (3) Staff Report #5853-23 pg. 67
 Re: Corporate Successional Policy

11. CONFIDENTIAL MATTERS

- (1) Staff Report #5854-23 pg. 68
 Re: Property Matter
- (2) Staff Report #5855-23 pg. 71
 Re: Property Matter
- (3) Staff Report #5859-23 pg. 76
 Re: Property Matter

12. NEW AND UNFINISHED BUSINESS – None

13. ADJOURNMENT

A G E N D A
SUPPORTING DOCUMENTS

MEETING OF: Authority

DATE: Tuesday, November 21, 2023

TIME: 5:00 p.m.

LOCATION: Hybrid – Virtual (ZOOM) or
In-person - 100 Whiting Ave, Oshawa

CENTRAL LAKE ONTARIO CONSERVATION AUTHORITY

MINUTES NO. 7

AUTHORITY MEETING

Tuesday, October 17, 2023 - 5:00 P.M.

MEETING LOCATION: HYBRID – Virtual through Zoom and/or in person at 100 Whiting Avenue, Oshawa

Authority Elizabeth Roy – Chair
Members: Bob Chapman – Vice Chair
Bruce Garrod
Ron Hooper
Rick Kerr
Chris Leahy
Tito-Dante Marimpietri
Ian McDougall
Rhonda Mulcahy
John Neal
Corinna Traill
Steve Yamada

Authority C. Darling, Chief Administrative Officer
Staff: A. Cunning Financial Services Coordinator
B. Boardman, Executive/Accounting Administrator
R. Catulli, Director, Corporate Services
J. Davidson, Director, Watershed Planning & Natural Heritage
L. Hastings, Communications Specialist
D. Hope, Conservation Lands & Education Manager
C. Jones, Director, Planning & Regulation
P. Sisson, Director, Engineering & Field Operations & Education
L. Vaja, Executive Assistant/Health & Safety Administrator/ Recording Secretary
R. Wilmot, Information Management & Technology Manager

Absent: Marilyn Crawford
Sami Elhajjeh
David Pickles

Others:

The Chair called the meeting to order at 5:00 p.m.

LAND ACKNOWLEDGEMENT STATEMENT

Chair Roy recited the Land Acknowledgement.

DECLARATIONS of interest by members on any matters herein contained - *None*

ADOPTION OF MINUTES (Agenda pg. 1)

Res. #61 Moved by R. Kerr
Seconded by J. Neal

THAT the Authority minutes of September 19, 2023, be adopted as circulated.
CARRIED

PRESENTATIONS – *None*

R. Mulcahy joined virtually at 5:02 p.m.
S. Yamada joined virtually at 5:02 p.m.

CORRESPONDENCE

(1) Correspondence from Hamilton Conservation Authority (Agenda pg. 4)
Re: Reverse Changes to the Conservation Authorities Act and Ontario Wetland Evaluation System

Res. #62 Moved by I. McDougall
Seconded by B. Garrod

THAT the above correspondence item be received for information.
CARRIED

Cont'd

DIRECTOR, PLANNING & REGULATION

(1) Staff Report #5845-23 (Agenda pg. 9)
Re: Permits Issued for Development, Interference with Wetlands, and Alteration to Shorelines and Watercourses – September 1 to 30, 2023

Res. #63 Moved by B. Chapman
Seconded by R. Kerr

THAT Staff Report #5845-23 be received for information.
CARRIED

(2) Staff Report #5847-23 (Agenda pg. 11)
Re: Retirement of Mr. John Hetherington and Appointment of Jeremie Tisdale as an Enforcement Officer

Res. #64 Moved by R. Hooper
Seconded by I. McDougall

THAT Mr. John Hetherington be thanked and congratulated for his 16-years of dedicated service to the conservation of the CLOCA watershed and the health and safety of watershed residents;
THAT Mr. Jeremie Tisdale be appointed as an Enforcement Officer under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation, Ontario Regulation 42/06.
CARRIED

The Board Members congratulated Mr. Jeremie Tisdale and congratulated Mr. John Hetherington on his retirement.

DIRECTOR, WATERSHED PLANNING & NATURAL HERITAGE

(1) Staff Report #5846-23 (Agenda pg. 12)
Re: Update Regarding CLOCA Strategies and Inventory Required By the Mandatory Programs and Services Regulation under The Conservation Authorities Act

Res. #65 Moved by B. Chapman
Seconded by B. Garrod

THAT Staff Report #5846-23 be received:
AND FURTHER THAT staff report back to the Board on the progress and completion of the Strategies and Plans as described in this report.
CARRIED

DIRECTOR, ENGINEERING AND FIELD OPERATIONS – None

DIRECTOR, CORPORATE SERVICES – None

CHIEF ADMINISTRATIVE OFFICER – None

CONFIDENTIAL MATTERS – None

NEW AND UNFINISHED BUSINESS – None

ADJOURNMENT

Res. #66 Moved by R. Kerr
Seconded by R. Mulcahy

THAT the meeting adjourns.
CARRIED

The meeting adjourned at 5:03 p.m.

ELIZABETH ROY, CHAIR

CHRIS DARLING, CHIEF ADMINISTRATIVE OFFICER

DRAFT

CONSERVATION ONTARIO COUNCIL MEETING MINUTES

June 26, 2023 10:00 a.m. – 12:30 p.m. (Via Zoom)

Voting Delegates Present:

Chair: Chris White, Grand River

Marissa Vaughan, Ausable Bayfield
Gary Oosterhof, Cataraqui Region
Paul Proderick, Cataraqui Region
Katrina Furlanetto, Cataraqui Region
Paul Buchner, Catfish Creek
Dusty Underhill, Catfish Creek
Elizabeth Roy, Central Lake Ontario
Chris Darling, Central Lake Ontario
Tom Adams, Credit Valley
Quentin Hanchard, Credit Valley
Tim Pidduck, Crowe Valley
Sue Desjarlais, Essex Region
Tim Byrne, Essex Region
Mark Lovshin, Ganaraska Region
Samantha Lawson, Grand River
Sue Carleton, Grey Sauble
Tim Lanthier, Grey Sauble
Hassaan Basit, Halton
Lisa Burnside, Hamilton
Robert Rock, Kawartha
Mark Majchrowski, Kawartha
Lori Baldwin-Sands, Kettle Creek
Elizabeth VanHooren, Kettle Creek
Peter Ferragine, Lake Simcoe Region
Rob Baldwin, Lake Simcoe Region
Donna Blunt, Lakehead
Tammy Cook, Lakehead

Judy Maxwell, Long Point Region
Mark Peacock, Lower Thames Valley
Bob Mullin, Lower Trent
Rhonda Bateman, Lower Trent
Ed McGugan, Maitland Valley
Sally McIntyre, Mississippi Valley
John Metcalfe, Niagara Peninsula
Chandra Sharma, Niagara Peninsula
Carl Jorgensen, Nickel District, Conservation
Sudbury
Chitra Gowda, North Bay-Mattawa
Gail Little, Nottawasaga Valley
Doug Hevenor, Nottawasaga Valley
Janette Loveys Smith, Otonabee Region
Chris Malette, Quinte Region
Brad McNevin, Quinte Region
Richard Pilon, Raisin Region
Kristin Strackerjan, Rideau Valley
Sommer Casgrain-Robertson, Rideau Valley
Barbara Dobreen, Saugeen Valley
Corrina Barrett, Sault Ste Marie Region
Steve Densham, South Nation
Carl Bickerdike, South Nation
Ken Phillips, St. Clair Region
Paul Ainslie, Toronto and Region
John Mackenzie, Toronto and Region
Tracy Annett, Upper Thames River

Guests:

Phil Beard, Maitland Valley

CO Staff:

Angela Coleman
Deborah Balika
Kristin Bristow
Nicholas Fischer
Bonnie Fox

Members Absent:

Mattagami Region

Lauren McPherson
Nekeisha Mohammed
Leslie Rich
Jenna Salvatore
Jo-Anne Rzadki
Rick Wilson

1) Welcome from the Chair

Chair White welcomed everyone in attendance, and a land acknowledgement was provided.

2) Adoption of the Agenda

RESOLUTION NO. COUNCIL - 20/23 Moved by: Lori Baldwin Sands
Seconded by: Peter Ferragine

THAT the Agenda be adopted.

CARRIED

3) Declaration of Conflict of Interest

There was none declared.

4) Request for Approval: Conservation Ontario Council Meeting Minutes of April 3, 2023.

RESOLUTION NO. COUNCIL - 21/23 Moved by: Barbara Dobrean
Seconded by: Tom Adams

THAT the minutes of the April 3, 2023 Council Meeting be approved.

CARRIED

Business Arising from the Minutes

There was none that was not covered by the meeting agenda.

Agenda Items

DISCUSSION ITEMS

a) Request for Approval: Budget Status Report: As of May 31, 2023

Angela Coleman provided a budget status update.

RESOLUTION NO. COUNCIL - 22/23 Moved by: Mark Lovshin
Seconded by: Robert Rock

THAT Council approves the May 31, 2023 Budget Status Update Report.

CARRIED

b) Request for Approval as Amended: General Insurance Program Broker - Request for Proposals

Angela Coleman provided an update on the general insurance brokerage contract with Marsh Canada. The report initially proposed issuing a request for proposals for brokerage contract services: however, upon review of additional information and discussion, staff recommended Council postpone the request for proposals until mid 2024 in the best interests of the collective.

Carl Jorgensen, Chair of the Group Benefits and Insurance Committee provided a brief update on the Marsh brokerage contract and supported postponing the request for proposals for one year.

**RESOLUTION NO. COUNCIL - 23/23 Moved by: Hassaan Basit
Seconded by: Mark Peacock**

THAT Council approve the General Insurance Program Broker Request for Proposals Report, as amended, postponing the request for proposals for general insurance program broker services until mid-2024;

AND FURTHER THAT a one-year contract extension be entered into with Marsh Canada, as per the Purchasing Policy.

CARRIED

c) Request for Approval: Progress on Conservation Ontario's 2023 Workplan

Angela Coleman presented the report.

**RESOLUTION NO. COUNCIL - 24/23 Moved by: Lori Baldwin Sands
Seconded by: Chris Malette**

THAT Council approves the Progress on Conservation Ontario's 2023 Workplan report.

CARRIED

d) Request for Approval: Conservation Ontario Governance Accountability and Transparency Initiative

Bonnie Fox presented the report.

**RESOLUTION NO. COUNCIL - 25/23 Moved by: Pat Brown
Seconded by: Mark Lovshin**

THAT Council approves the Conservation Ontario Governance Accountability and Transparency Initiative report.

CARRIED

e) Request for Approval: Service Digitization and E-Permitting Initiatives

Angela Coleman provided an update.

RESOLUTION NO. COUNCIL - 26/23 **Moved by: Marissa Vaughan**
Seconded by: Carl Bickerdike

THAT Council approves the Service Digitization and E-Permitting Initiatives report.

CARRIED

f) Request for Approval: Conservation Ontario's Comments on "Proposed Planning Act, City of Toronto Act and Ministry of Municipal Affairs and Housing Act Changes" - Schedules 2, 4 and 6 of Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023

Leslie Rich presented the report.

RESOLUTION NO. COUNCIL - 27/23 **Moved by: Paul Ainslie**
Seconded by: John MacKenzie

THAT Council approve this report and the attached submission to the Environmental Registry of Ontario (ERO) entitled "Proposed Planning Act, City of Toronto Act, 2006, and Ministry of Municipal Affairs and Housing Act Changes (Schedules 2, 4, and 6 of Bill 97 - the proposed Helping Homebuyers, Protecting Tenants Act, 2023)" (ERO#019-6821) submitted May 5, 2023.

CARRIED

g) Request for Approval: Conservation Ontario's Comments on "Site Plan for Residential Developments of 10 or Fewer Units" Regulatory Proposal

Leslie Rich presented the report.

RESOLUTION NO. COUNCIL - 28/23 **Moved by: Mark Peacock**
Seconded by: Mark Lovshin

THAT Council approve this report and the attached submission to the Environmental Registry of Ontario (ERO) entitled "Site Plan for Residential Developments of 10 or Fewer Units – Two Proposed New Minister's Regulations under the Planning Act and the City of Toronto Act, 2006" (ERO#019-6822) submitted May 18, 2023.

CARRIED

h) Request for Approval: Conservation Ontario's Draft Comments on the "Review of proposed policies adapted from A Place to Grow and Provincial Policy Statement to form a new provincial planning policy instrument"

Leslie Rich presented the report.

**RESOLUTION NO. COUNCIL - 29/23 Moved by: Barbara Dobreen
Seconded by: Carl Jorgenson**

THAT Council approve this report and the attached draft comments for submission to the Environmental Registry of Ontario (ERO) entitled "Review of proposed policies adapted from A Place to Grow and Provincial Policy Statement to form a new provincial planning policy instrument" (ERO#019-6813).

CARRIED

i) Request for Approval: Standard Operating Procedures for Conservation Authority Provincial Offences Officers

Nicholas Fischer presented the report.

**RESOLUTION NO. COUNCIL - 30/23 Moved by: Sue Carlton
Seconded by: Robert Rock**

THAT Council approve the Standard Operating Procedures for Conservation Authority Provincial Offences Officers report, and the attached 14 Standard Operating Procedures for distribution to all Conservation Authorities for consideration of local use and adoption.

CARRIED

j) Update: Canada Water Agency and Great Lakes Water Quality Agreement Funding Opportunities

Bonnie Fox provided an update.

**RESOLUTION NO. COUNCIL - 31/23 Moved by: Barbara Dobreen
Seconded by: Lori Baldwin Sands**

THAT Council receives the Update: Canada Water Agency and Great Lakes Water Quality Agreement Funding Opportunities report as information.

CARRIED

CONSENT ITEMS

Consent Items k) - l) and m. (i. -v.)

k) Request for Approval: Conservation Ontario's Comments on "Moving to a project list approach under the Environmental Assessment Act"

THAT Council approve this report and the attached submission to the Environmental Registry of Ontario (ERO) titled "Moving to a project list approach under the Environmental Assessment Act" (ERO#019-4219) submitted May 9, 2023.

l) Update: 2023 Latornell Conservation Symposium

THAT Council receives the Latornell Conservation Symposium Update report as information.

m) Program Updates

- i. Update: Policy and Planning Program
THAT Council receives this report as information.
- ii. Update: Business Development and Partnerships Program
THAT Council receives this report as information.
- iii. Update: Drinking Water Source Protection Program
THAT Council receives this report as information.
- iv. Update: Marketing and Communications Program
THAT Council receives this report as information.
- v. Update: Information Management Program
THAT Council receives this report as information.

**RESOLUTION NO. COUNCIL - 32/23 Moved by: Hassaan Basit
Seconded by: Robert Rock**

THAT Council approve a consent agenda and endorse the recommendations accompanying Consent Items k) - l) and m. (i. -v.).

CARRIED

7. New Business

Pat Brown (St. Clair Region) asked about if the recent wildfires in Canada were impacting Conservation Authorities, and if so, what steps were taken. John MacKenzie noted that Toronto and Region CA has over 350 field staff working

outdoors, and that they had mirrored the approach that their local municipalities were undertaking with sending notices about smoke exposure, and that if members or other CAs had questions, they could speak to Natalie Blake, Chief Human Resources Officer at Toronto and Region CA.

8. Meeting Adjournment: 11:20 a.m.

Moved by: Lori Baldwin Sands

Seconded by: John MacKenzie

DATE: October 17, 2023
FILE: RPRG3974
S.R.: 5849-23
TO: Chair and Members, CLOCA Board of Directors
FROM: Chris Jones, Director, Planning & Regulation
SUBJECT: **Permits Issued for Development, Interference with Wetlands and Alteration to Shorelines and Watercourses – October 1 to 31, 2023**

APPROVED BY C.A.O. 

Attached are Development, Interference with Wetlands and Alterations to Shorelines and Watercourses applications, pursuant to Ontario Regulation 42/06, as approved by staff and presented for the members' information.

RECOMMENDATION:

THAT Staff Report #5849-23 be received for information.

Attach.

PERMITS TO BE RATIFIED, FROM 1 OCT 2023 TO 31 OCT 2023

Row	Municipality	Owner / Applicant	Street Lot Con	Permit No	Description
1	CLARINGTON	ROGERS	LAMBS RD/LOT 06 & 07/CON 01	C23-189-GBH	DEVELOPMENT ACTIVITIES ASSOCIATED WITH CABLE INSTALLATION
2	CLARINGTON	KOBES NURSERIES INC	6397 OLD SCUGOG RD/LOT 18/CON 06	C23-190-GF	DEVELOPMENT ACTIVITIES ASSOCIATED WITH PLACEMENT OF TOPSOIL FOR THE DISTRIBUTION LOSS OF TOPSOIL DURING HARVESTING OF NURSERY STOCK
3	CLARINGTON	PROPERTY OWNER	4050 COURTYCE RD/LOT 29/CON 04	C23-192-GBH	DEVELOPMENT ACTIVITIES ASSOCIATED WITH THE CONSTRUCTION OF A DETACHED GARAGE, UPPER FLOOR ON EXISTING HOME AND COVERED DECK
4	CLARINGTON DARLINGTON	PROPERTY OWNER/D.G. BIDDLE & ASSOCIATES	540 LAKE RD/LOT 07/BFC	C23-185-GBH	DEVELOPMENT ACTIVITIES ASSOCIATED WITH RE: CONSTRUCTION OF A INDUSTRIAL BUILDING AND THE IMPORT OF MATERIAL TO SITE TO SET GRADES
5	OSHAWA	CITY OF OSHAWA/HARRINGTON MCAVAN LTD	1095 THORNTON RD N (FORMERLY THORNTON PARK)/LOT 16/CON 03	O23-186-GBHW	DEVELOPMENT ACTIVITIES ASSOCIATED WITH PROPOSED CONSTRUCTION OF ROSE VALLEY COMMUNITY PARK
6	WHITBY	TOWN OF WHITBY	BROOKLIN MEMORIAL PARK/67 WINCHESTER RD E/LOT 23/CON 05	W23-191-GBFH	DEVELOPMENT ACTIVITIES ASSOCIATED WITH RE: REMOVAL OF ASPHALT & RESURFACING WITH MINOR RESHAPING OF EXISTING GRANULAR
7	WHITBY	BELL CANADA/PLANVIEW UTILITIES	ACROSS VICTORIA ST E FROM SOUTH BLAIR ST TO THICKSON RD LOT 21-24/BFC	W23-188-GBFH	DEVELOPMENT ACTIVITIES ASSOCIATED WITH INSTALLATION OF UNDERGROUND TELECOMMUNICATION LINES

DATE: November 21, 2023
FILE: PGDP22
S.R.: 5851-23
TO: Chair and Members, CLOCA Board of Directors
FROM: Chris Jones, Director, Planning & Regulation
SUBJECT: Provincial Consultation on Proposed Restoration of Greenbelt Boundaries

APPROVED BY C.A.O. 

Purpose

The purpose of this report is to introduce new proposed provincial legislation (Bill 136) to amend the *Greenbelt Act, 2005* and the *Greenbelt Plan* to return areas of land in the CLOCA Watershed (Lynde Creek – Town of Ajax and Black Creek – Municipality of Clarington) and elsewhere back to the Greenbelt and to provide commentary for submission to the province under the *Environmental Bill of Rights Registry* (“Registry”).

Background: Previous CLOCA Commentary in September 2023 Regarding Removals

At the meeting of September 19, 2023, the CLOCA Board of Directors Resolved as follows:

“Moved by R. Mulcahy, Seconded by R. Kerr

WHEREAS The Greenbelt is composed of Agricultural and Environmental Lands that are necessary for local food production, ecological biodiversity, and hydrological integrity – essential elements for human life;

WHEREAS The CLOCA Board of Directors Objected to the Removals Proposed in 2022;

THEREFORE, BE IT RESOLVED THAT the CLOCA Board of Directors supports restoration of the full extent of the Greenbelt Plan within the CLOCA Watershed;

THAT the Commentary in Staff Report #5842-23 be endorsed and submitted to the Province of Ontario as CLOCA’s comments regarding Environmental Registry Posting 019-7561 and 019-7562;

***THAT Staff Report #5842-23, be circulated to Watershed Municipalities, Members of Provincial Parliament, Members of Parliament, Conservation Ontario, and adjacent Conservation Authorities for their information.
CARRIED.”***

Shortly after the passage resolution captioned above, the Government of Ontario announced its intention to restore the full extent of the Greenbelt, as it existed prior to removals that took place in December 2022, while retaining the additions made at that time.

The announcement from September 6, 2023, that the province intends to “prepare a review of the Greenbelt to ensure that it is appropriately accommodating Ontario’s significant growth... and will include an evaluation of the remaining properties that were removed from the Greenbelt late last year” has been abandoned. However, in making its latest announcement on the Greenbelt, the Government signaled an intention to review Greenbelt boundaries once again as part of a future 10-year review pursuant to the *Greenbelt Act, 2005*.

Attachment No. 1 to this Report contains a news release from the Ministry of Municipal Affairs and Housing, dated October 16, 2023, which states that a future 10-year review “will be led by impartial, nonpartisan experts in conservation, agriculture, and environmentalism, and will include engagement with Indigenous communities and municipalities. Once final, the experts’ recommendations will be provided to the Auditor General and the Commissioner of the Environment for consultation to ensure that the review process was fair and guided by the recent recommendations to improve process.”

Also on October 16, 2023, the Minister of Municipal Affairs and Housing tabled Bill 136, a proposed *Greenbelt Statute Law Amendment Act, 2023*, which would have the effect of restoring the 15 parcels of land that were redesignated or removed from the Greenbelt in late 2022 back to the Greenbelt; enshrine Greenbelt boundaries in the *Greenbelt Act, 2005*; and, require future boundary changes to be made via statutory amendment through the Legislative Assembly of Ontario. A posting to the Environmental Registry of Ontario (Registry) inviting comment on the Bill was also published. Attachment No. 2 contains the Registry posting.

Background: Two Greenbelt Removals Took Place in the CLOCA Watershed

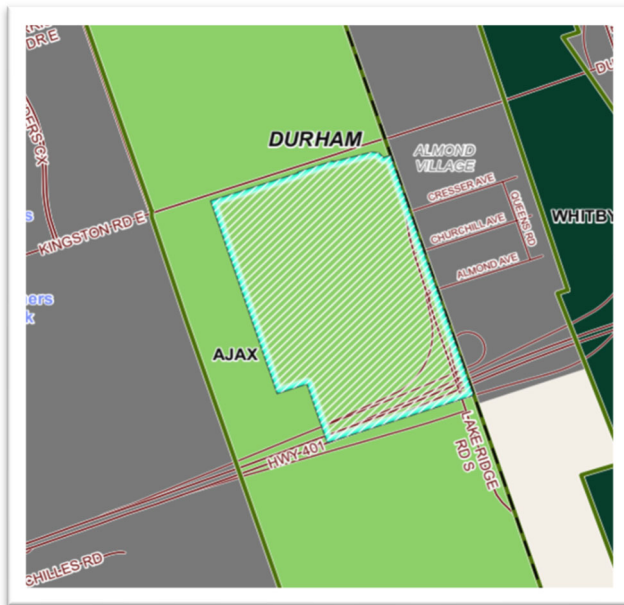
Of the 15 areas of land removed from the Greenbelt Protected Countryside, two (2) were located in the CLOCA Watershed.

Ajax Removal

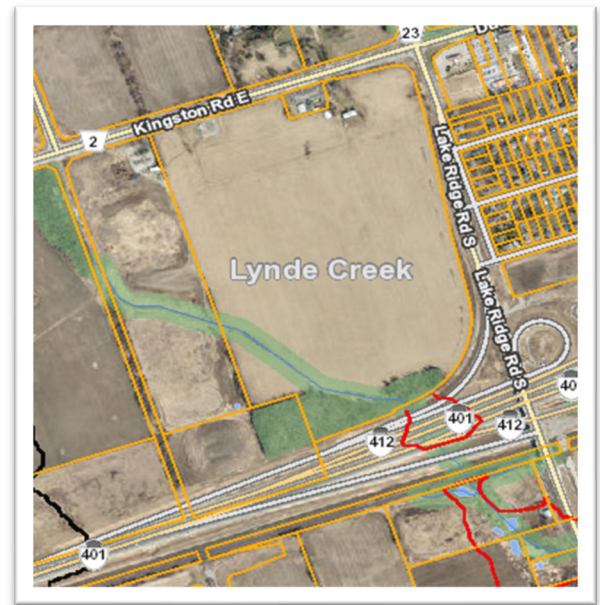
The first area of land is 42.7 hectares (105 acres) located in the Town of Ajax at the southwest corner of Kingston Road East and Lake Ridge Road South within a portion of the Greenbelt Protected Countryside that forms part of the permanent agriculture preserve of the Town of Ajax and a longstanding greenlands and open space separator between the Town of Whitby to the east and the urban portion of the Town of Ajax to the west. An excerpt of the provincial Greenbelt mapping is shown below to the left. The lands are located in the Lynde Creek watershed and contain a tributary of the Lynde Creek and a key natural heritage features in the form of woodland, watercourse and fish habitat along with agricultural lands, which are incorporated into CLOCA’s watershed-scale Natural Heritage System. A map of this information is shown below to the right.

Figure 1: Lands Proposed for Removal in the Town of Ajax, Lynde Creek Watershed

Provincial Greenbelt Mapping



CLOCA Mapping of Features and Areas



LEGEND

- Greenbelt Area*
- Protected Countryside
- Natural Heritage System
- Towns/Villages
- Urban River Valleys
- Settlement Areas Outside the Greenbelt
- Municipal Boundary
- Road or Highway
- Greenbelt Removal

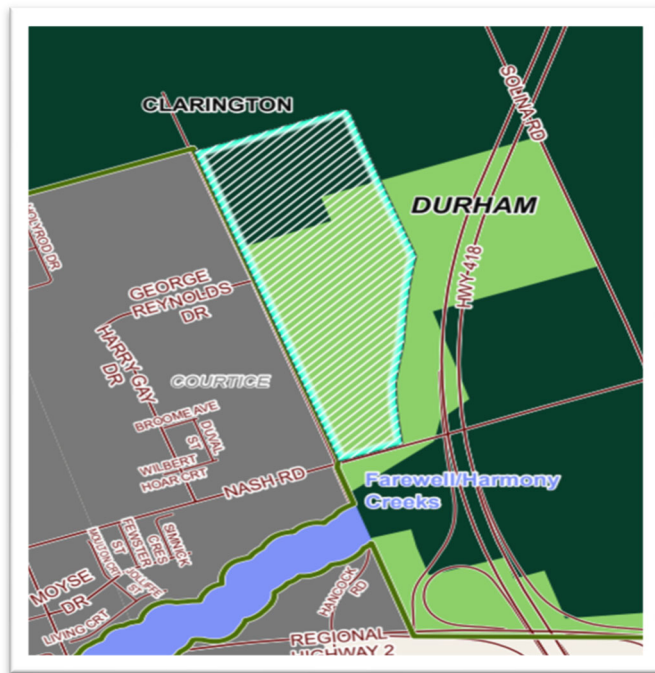
- Assessment Parcel
- Riverine Floodline
- Drainage
- Natural Heritage System

Clarington Removal

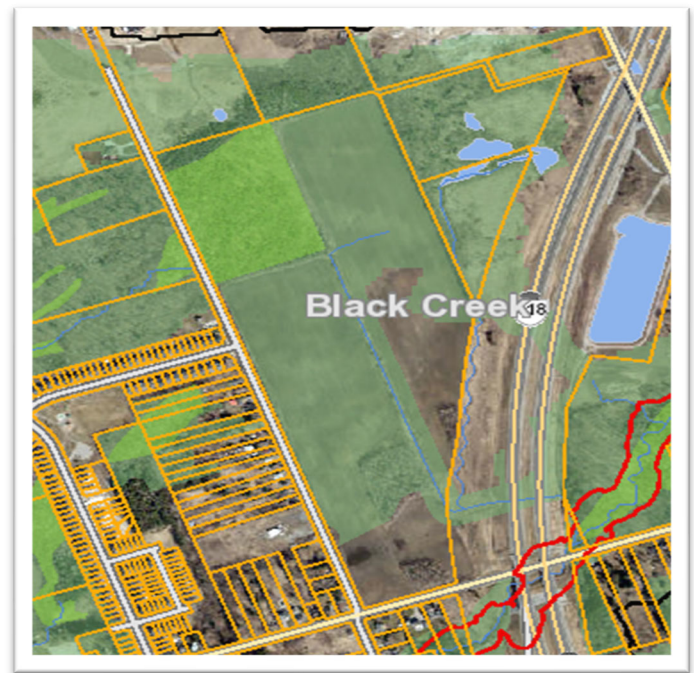
The second area of land is 34.7 hectares (85.8 acres) located in the Municipality of Clarington northeast of the intersection of Hancock Road north of Nash Road within a portion of the Greenbelt Protected Countryside and Greenbelt Natural Heritage System that is intended to permanently protect the Lake Iroquois Beach physiographic region. An excerpt of the provincial Greenbelt mapping is shown below to the left. The lands are located in the Black Creek watershed. Consistent with the location of the lands upon the former Lake Iroquois Beach, the lands also contain woodlands and a large 5.4-hectare (13.2 acre) unit of the *Harmony-Farewell Iroquois Beach Provincially Significant Wetland Complex*, a tributary of the Black Creek and a key natural heritage feature in the form of woodland, watercourse, and fish habitat along with agricultural lands. Appropriate for a site located within the Greenbelt and a portion of the Greenbelt Natural Heritage System, the entirety of the lands is recognized within CLOCA's Wildlife Habitat Network as being either Core Habitat, Secondary Habitat and Regional Corridor for the movement of sensitive plants and animals. In addition, the majority of the site is recognized as being part of CLOCA's watershed-scale Natural Heritage System. A map of this information is shown below to the right.

Figure 2: Lands Proposed for Removal in the Municipality of Clarington, Black Creek Watershed

Provincial Greenbelt Mapping



CLOCA Mapping of Features and Areas



LEGEND

- Greenbelt Area*
- Protected Countryside
- Natural Heritage System
- Towns/Villages
- Urban River Valleys
- Settlement Areas Outside the Greenbelt
- Municipal Boundary
- Road or Highway
- Greenbelt Removal
- Assessment Parcel
- Riverine
- Drainage
- Natural Heritage System
- Provincially Significant Wetland (PSW)

Analysis

In addition to the Board Resolution from September calling for “restoration of the full extent of the Greenbelt Plan within the CLOCA Watershed,” last Fall, CLOCA provided detailed commentary to the province that indicated that:

- The rationale for the removals was not credible;
- The two removal proposals in the CLOCA Watershed violate core Greenbelt Plan principles;
- The removals did not honour previous commitments made to CLOCA in commenting on earlier proposals to expand and improve the Greenbelt’s quality and quantity.

For the CLOCA watershed, the restoration of the two parcels back to the Greenbelt is welcome news given the significant environmental features on the lands that were taken out of the Protected Countryside. Additionally, the government has decided to amend the statutory foundation for the Greenbelt Plan through changes to the *Greenbelt Act, 2005*. This presents an opportunity to strengthen protection to the Greenbelt and to ensure the intended permanence of Greenbelt Boundaries is upheld for present and future generations.

Legislative Amendments Needed to Ensure Permanence to Greenbelt Boundaries in the CLOCA Watershed

As the experience of the past year has shown, the existing *Greenbelt Act, 2005* can be used to facilitate inappropriate changes to Greenbelt boundaries. The only key restriction in the current Act is that future changes cannot reduce “the total land area” within the Greenbelt. The Government has been able to use of Urban River Valley additions in urban areas, for example, to maintain “the total land area” while removing other key areas, such as the two described above, that contain agricultural and ecologically important lands. The net effect is a “floating” Greenbelt that can move across the landscape over time if “the total land area” is maintained. In the CLOCA watershed, the current Greenbelt Boundaries are appropriate and should be maintained in perpetuity. It is recommended that the provisions of the *Greenbelt Act, 2005* that indicate that “the total land area” of the Greenbelt must be maintained be strengthened to a requirement that existing Greenbelt lands “may not be removed.” Such a requirement would provide the intended permanence for the Greenbelt and focus future 10-year reviews on the effectiveness of the land use planning provisions of the Plan itself and not on boundary disputes.

RECOMMENDATIONS:

WHEREAS The Greenbelt is composed of Agricultural and Environmental Lands that are necessary for local food production, ecological biodiversity, and hydrological integrity – essential elements for human life;

WHEREAS The CLOCA Board of Directors Objected to the Removals Proposed in 2022;

THEREFORE, BE IT RESOLVED THAT the CLOCA Board of Directors supports restoration of the full extent of the Greenbelt Plan;

AND THAT The Greenbelt Act, 2005 be strengthened to ensure that existing Greenbelt Lands are permanently protected;

AND THAT the Commentary in Staff Report #5851-23 be endorsed and submitted to the Province of Ontario as CLOCA’s comments regarding Environmental Registry Posting 019-7739;

AND THAT Staff Report #5842-23, be circulated to Watershed Municipalities, Members of Provincial Parliament, Members of Parliament, Conservation Ontario, the Standing Committee of the Ontario Legislature Considering Bill 136, and adjacent Conservation Authorities for their information.

Attachment 1 – Ministry of Municipal Affairs and Housing News Release

Attachment 2 – Environmental Registry of Ontario Posting 019-7739

NEWS RELEASE

Ontario Enhancing Greenbelt Protections

Proposal would restore previously removed lands to the Greenbelt and ensure future changes can only be made through legislation

October 16, 2023

[Municipal Affairs and Housing](#)

TORONTO — Today, the Ontario government introduced legislation that, if passed, would restore all properties that were redesignated or removed from the Greenbelt and the Oak Ridges Moraine areas in late 2022. If passed, this legislation would also enhance protections for the Greenbelt and the Oak Ridges Moraine areas by ensuring any future boundary changes can only be made through a public and transparent process that would require the approval of the legislature. The *Greenbelt Statute Law Amendment Act, 2023* would also restore protections previously provided by the *Duffins Rouge Agricultural Preserve Act*.

"We are following through on our commitment to fully restore these lands and provide enhanced protections to the Greenbelt moving forward," said Paul Calandra, Minister of Municipal Affairs and Housing. "At the same time, we remain focused and committed to tackling Ontario's housing supply crisis and working with our municipal partners to achieve our shared housing targets. We know there's more work to be done."

At the same time that it restores all properties that were redesignated or removed, the government is proposing to keep the 9,400 acres (3,800 hectares) in the Greenbelt that were added in 2022. These include lands in the Paris Galt Moraine and in Urban River Valley areas across the Greater Toronto Area.

Restoring the protections and policies of the *Greenbelt Act* in its entirety includes the need for a review every 10 years, as was mandated by the previous government when the legislation was originally introduced and passed. Moving forward, this review will be led by impartial, nonpartisan experts in conservation, agriculture and environmentalism, and will include engagement with Indigenous communities and municipalities. Once final, the experts' recommendations will be provided to the Auditor General and the Commissioner of the Environment for consultation to ensure that the review process was fair and guided by the recent recommendations to improve process.

Quick Facts

- Ontario will ensure the public and municipalities are informed about the timing and process to pass the proposed legislation. The government is engaging directly with Indigenous communities and [consulting](#) the public, municipalities and stakeholders on the proposal to add lands back to the Greenbelt.
- Established under the *Greenbelt Act, 2005*, the Greenbelt is a broad band of protected land that currently includes over 2 million acres (800,000 hectares) of property in the Greater Golden Horseshoe (GGH).
- The Oak Ridges Moraine is a geological landform in south central Ontario that covers approximately 470,000 acres (190,000 hectares) and is part of the Greenbelt.
- The GGH is one of the fastest growing regions in North America. By 2051, its total population is forecasted to be about 15 million.
- Lands added to the Greenbelt in 2022 total 9,400 acres (3,800 hectares) including 13 Urban River Valley areas and lands in the Paris Galt Moraine area.

Related Topics**Environment and Energy**

Learn more about how Ontario protects and restores wildlife and the environment. Includes information on conservation and the electricity system. [Learn more](#)

Government

Learn about the government services available to you and how government works. [Learn more](#)

Home and Community

Information for families on major life events and care options, including marriage, births and child care. Also includes planning resources for municipalities. [Learn more](#)

Media Contacts

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MMA.media@ontario.ca



Environmental Registry of Ontario

Proposal to return lands to the Greenbelt - Greenbelt Statute Law Amendment Act, 2023

ERO (Environmental Registry of Ontario) number	019-7739
Notice type	Act
Posted by	Ministry of Municipal Affairs and Housing
Notice stage	Proposal
Proposal posted	October 16, 2023
Comment period	October 16, 2023 - November 30, 2023 (45 days) Open
Last updated	October 16, 2023

This consultation closes at 11:59 p.m.

on:

November 30, 2023

Proposal summary

The Ministry is seeking feedback on a proposal to introduce legislation that would restore the 15 parcels of land that were redesignated or removed from the Greenbelt in late 2022. The *Greenbelt Statute Law Amendment Act, 2023*, if passed, would ensure any future boundary changes are made through an open, public and transparent legislative process.

Proposal details

In December 2022, in order to accommodate Ontario's expected growth and support the building of more homes, the government removed or redesignated 15 areas of land totaling approximately 7,400 acres from the edge of the Greenbelt Area ([ERO \(Environmental Registry of Ontario\) Posting 019-6216: Proposed Amendments to the Greenbelt Plan](https://ero.ontario.ca/notice/019-6216) (<https://ero.ontario.ca/notice/019-6216>)). At the same time, a portion of the Paris Galt Moraine was added to the Greenbelt, along with 13 Urban River

Valley areas (see ERO (Environmental Registry of Ontario) Posting 019-4485: Growing the size of the Greenbelt (<https://ero.ontario.ca/notice/019-4485>)), totaling 9,400 acres, for an overall expansion of approximately 2000 acres.

The government has acknowledged that the process for the 2022 Greenbelt removals was too fast and not sufficiently transparent.

In response to the feedback from Indigenous communities, the public, municipalities and stakeholders the government has introduced proposed legislative amendments that would:

Add 15 sites back to the Greenbelt that were removed/redesignated in December 2022 by incorporating the description of the Greenbelt Area and Oak Ridges Moraine Area boundaries directly into the legislation

- Eliminate the authority to add or remove lands to/from the Greenbelt Area and Oak Ridges Moraine Area by regulation so that any future amendments to these Areas would require legislative change to the *Greenbelt Act* or the *Oak Ridges Moraine Conservation Act*
- Revoke the existing *Greenbelt Area boundary regulation (Ontario Regulation 59/05)* and the existing regulation that designates the Oak Ridges Moraine Area (*Ontario Regulation 1/02*)
- Undo the redesignation of lands to Settlement Area in the Oak Ridges Moraine Conservation Plan
- Provide for a concurrent amendment to the Greenbelt Plan's land use schedules to restore the same protections to lands that they had before the 2022 amendment
- Continue to provide that no Plan amendments can be made that would reduce the total area in the Greenbelt Plan
- Reverse the repeal of the *Duffins Rouge Agricultural Preserve Act, 2005*
- Restore the same protections for easements and covenants on the lands in the Duffins Rouge Agricultural Preserve that they had before the 2022 amendment, and
- Strengthen immunity provisions.

The amendments, if passed, will maintain the lands added to the Greenbelt in 2022, which includes a total of 9,400 acres (13 additions of Urban River Valley areas and lands in the Paris Galt Moraine area). This bill would fulfill the government's commitment to fully restore these lands and provide protections

to the Greenbelt moving forward. At the same time, the government remains committed to addressing Ontario's housing supply crisis and working with municipalities to achieve our shared housing targets.

Further information on the legislative proposal can be found on the Environmental Registry of Ontario (ERO) at:

- [ERO # \(Environmental Registry of Ontario number\) 019-7735 – New Act regarding the Duffins Rouge Agricultural Preserve easements and covenants. | Environmental Registry of Ontario \(https://ero.ontario.ca/notice/019-7735\)](https://ero.ontario.ca/notice/019-7735)

Information on and mapping related to the 2022 decision to amend the Greenbelt Plan and Oak Ridges Moraine Conservation Plan can be found here:

- [ERO # \(Environmental Registry of Ontario number\) 019-6216 - Amendments to the Greenbelt Plan \(https://ero.ontario.ca/notice/019-6216\)](https://ero.ontario.ca/notice/019-6216)
- [ERO # \(Environmental Registry of Ontario number\) 019-6218 - Proposed redesignation of land under the Oak Ridges Moraine Conservation Plan O. Reg. \(Ontario Regulation\) 140/02 \(https://ero.ontario.ca/index.php/notice/019-6218\)](https://ero.ontario.ca/index.php/notice/019-6218)

Summary of Proposed Changes

Greenbelt Act, 2005

The proposed changes would:

- Re-enact section 2 of the *Greenbelt Act, 2005* so that the Greenbelt Area would be specified in legislation and would include the lands that had been removed from the Area on December 14, 2022. The authority to make regulatory amendments for future additions/removals of lands from the Greenbelt Area by the Lieutenant Governor in Council would also be repealed. Going forward, any proposed changes to the Greenbelt boundary would require the approval of the Ontario Legislature through an open, public and transparent legislative process.
- Introduce a new section to the Act, 14.1, to restore the application of the Greenbelt Plan to the 15 areas of land that were removed or redesignated in 2022, while maintaining the 2022 lands that were added at the same time.

- Re-enact and enhance section 19 of the *Greenbelt Act, 2005* to ensure the province has no legal liability for matters related to the *Greenbelt Act*.

Ministry of Municipal Affairs and Housing Act

The proposed changes would expand protections from liability.

Oak Ridges Moraine Conservation Act, 2001

The proposed changes would:

- Re-enact section 2 of the *Oak Ridges Moraine Conservation Act, 2001* so that the authority to make regulatory amendments for future additions/removals of lands from the Greenbelt Area by the Lieutenant Governor in Council would be repealed. Going forward, any proposed changes to the Oak Ridges Moraine boundary would require the approval of the Ontario Legislature through an open, public and transparent legislative process.
- Re-enact and enhance section 20 of the *Oak Ridges Moraine Conservation Act, 2001* to ensure the province has no legal liability for matters related to the *Oak Ridges Moraine Conservation Act*.
- Introduce a new section to the Act, 26, to restore the designation of land that was redesignated in 2022.

Analysis of Regulatory Impact

There is minimal direct compliance or reporting requirements associated with this proposal, and these are limited to municipal staff costs to update official plans to reflect the proposed changes to provincial plans. This proposal would support the continuation of a consistent regulatory environment for people and businesses in the Greenbelt Area.

Related files

[Proposed Modifications 2023 Maps 1 \(https://prod-environmental-registry.s3.amazonaws.com/2023-10/Proposed Modifications 2023 Maps 1.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2023-10/Proposed%20Modifications%2023%20Maps%201.pdf)
pdf.(Portable Document Format file) 924.67 KB

**Supporting
materials**

DATE: November 21, 2023
FILE: LALC1
S.R.: 5856-23
TO: Chair and Members, CLOCA Board of Directors
FROM: R. Perry Sisson, Director, Engineering, Field Operations & Education
Dan Hope, Conservation Lands & Education Manager
SUBJECT: **Conservation Areas Inspection Policy Update**

APPROVED BY C.A.O. 

Purpose

The following report provides information regarding the updated Conservation Areas Inspection Policy for the consideration and endorsement of the Board of Directors. The Central Lake Ontario Conservation Authority owns about 2,700 hectares (6,900 acres) of land. Our conservation areas are the places where we not only protect ecologically significant land, but also provide opportunities to educate and inspire future generations through public access, passive recreation opportunities, and education programs.

We have a responsibility to demonstrate responsible land management practices and a duty of care to provide reasonably safe land for the public to enjoy. The attached policy is our commitment to this duty of care and provides staff with the direction necessary for Conservation Areas inspections.

The Conservation Areas Inspection Policy was last endorsed by the CLOCA Board of Directors in 2016 and has been updated to reflect changes in the CLOCA landholdings, increased visitation, and to make better use of observations from staff, volunteers, and visitors.

Inspection Policy

The Policy has been developed by CLOCA staff to guide the procedures for inspecting our CLOCA landholdings. During the update of this policy, CLOCA staff consulted with other Conservation Authorities to share and exchange ideas. Our inspections are completed for the purpose of:

- 1. Ensuring that our Conservation Areas provide a low-risk environment for our visitors:**
CLOCA provides opportunities for our residents and visitors to enjoy outdoor nature experiences. While there is always potential for injuries, we commit to ensuring a low-risk environment. In particular, inspections will be completed on entrances, parking areas, picnic and gathering areas, and trails. Our staff will look for hazard trees, tripping hazards, trail markers and signage, and unsafe structures.
- 2. Protecting our property and visitors from inappropriate use:**
Inappropriate activities occur both within our busy Conservation Areas and within our isolated land tracts. These activities can create hazards for visitors and can be damaging to our property and landscape. The policy provides a level of service to help us discover inappropriate activities in any of our landholdings. We also note the use of reporting from other staff, volunteers, visitors, and neighbours as an important component of our program.
- 3. Limiting our liability against injuries and claims:**
Documenting our inspections and follow-up actions is critically important in the event of a claim against the Authority. The policy includes inspection reporting sheets, and procedures to be followed in the tracking of inspections and follow-up actions.

Cont'd

The Policy sorts the CLOCA landholdings into three categories based upon public accessibility, the number of visitors, group bookings, education programming, presence of small drinking water systems, public use infrastructure, festival use, etc. Based on the category, the Policy provides a level of service that is appropriate to accomplish a reasonable duty of care in balance with our current staffing and financial resources available to the program. From a liability perspective, our document does not over-state the level of inspection that we are able to complete. Although we often carry out more frequent informal inspections than required by the attached policy, it would be unwise to set a standard of formal inspections that we may not always be able to complete.

Related legislative information, staff training requirements and emergency information are also provided to make the Policy a useful tool for land inspections and management.

RECOMMENDATION:

THAT the Board of Directors endorses the Central Lake Ontario Conservation Authority Conservation Areas Inspection Policy.

ATTACH.

CONSERVATION AREAS INSPECTION POLICY

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Conservation Areas Inspection Policy

Purpose

The Central Lake Ontario Conservation Authority owns approximately 6,900 acres of environmentally significant land. As a landholder, CLOCA have a duty of care to minimize risk and ensure public safety. This policy is our commitment to this duty of care and provides staff with the direction necessary for Conservation Area's inspections.

Background

From the height of the Oak Ridges Moraine to the shores of Lake Ontario, CLOCA have been protecting areas of natural significance within its jurisdiction for many years. Lands have been acquired over time in an effort to protect significant wetlands, valleylands, forests, meadows, groundwater resources, aquatic environments, and other important wildlife habitats and to help protect against the loss of life and property damage associated with natural hazards (i.e., flooding, erosion etc.).

Public access to our Conservation Areas supports a sense of connection to the environment, physical and mental well-being and contributes to livable communities. Over the years, the connection between human health and our natural environment has resulted in the establishment and management of recreational opportunities and environmental education programming in our Conservation Areas. CLOCA have eight primary Conservation Areas with over 55km of nature trails that offer a variety of experiences and conditions. There is extensive infrastructure located within these Conservation Area's that supports a wide range of activities such as hiking, picnicking, bird watching, wildlife viewing, mountain biking, cross country skiing and conservation education.

This Inspection Policy supports Goal #3 of the CLOCA *Strategic Plan 2021-2025* specifies that "we remain dedicated to the protection, management and safety of Conservation Areas."

Inspection Standards

Risk management through staff inspections, is important to ensure a low-risk environment is provided to our visitors on our lands; it is required to protect CLOCA from liability; and it is necessary to ensure that natural heritage values are being maintained. Inspections will be completed based on the frequencies established in the standards outlined below. It is extremely important to ensure that guidelines are reasonable and attainable as they are resource based. These guidelines establish a minimum baseline standard.

A series of standard procedures establish a level of service and a formal commitment by CLOCA Land Management and Operations staff to provide a **reasonable** duty of care to visitors. This level of care is based on our current level of staffing levels and existing resources. CLOCA staff completing inspections will consist of trained and experienced staff (see Staff Training). Staff will continue to communicate with Conservation Area visitors and volunteers to maintain healthy lines of communication. Emergency contact information will be posted and visible at all Conservation Areas. Hazards that are identified will be dealt with in order of priority/severity and not necessarily in the order in which they were identified. The Conservation Areas Inspection Policy will be reviewed/updated at five-year intervals.

From a risk-based perspective, CLOCA's lands have been subdivided into three distinct groups (see CLOCA Jurisdiction Map, [Appendix 1](#)). These groupings have been developed based on (but not limited to) the following: number of visitors, public accessibility, group bookings, education programming, presence of small drinking water systems, infrastructure, festival use, etc. Conservation Areas will be subject to re-evaluation when changes to programmed activities and/or visitorship occur. Currently these three distinct groups are:

1 Primary Conservation Areas (Accessible to Public)

- Lynde Shores CA
- Heber Down CA
- Long Sault CA
- Enniskillen CA
- Stephen's Gulch CA
- Purple Woods CA
- Bowmanville Westside Marsh CA
- Crows Pass CA

Standard Procedures for Primary Conservation Areas

The following inspections/activities will be completed for all "Primary Conservation Areas" at the documented frequencies by Land Management and Operations staff:

- Complete inspections using the "Conservation Areas Inspection Form" twice per year. Works requiring "Scheduled Action" will be prioritized and completed within a reasonable time.
- Inspections (see Conservation Area Inspection Form, attached as [Appendix 2](#)) will be prioritized to focus on areas accessible to the public and will include hazard trees, trails, signage, emergency contact information, etc.
- Small Drinking Water Systems (SDWS) are present at Purple Woods and Enniskillen CAs. Staff will ensure that SDWS are sampled quarterly, and systems will be inspected/maintained at regular intervals (in accordance with Ontario Regulation 319/08).

Written documentation in the form of maintenance schedules and sample results shall be maintained at each location.

- Written documentation for all inspection work is to be provided to the Conservation Lands and Education Manager, and/or the Director, Engineering Director of Engineering, Field Operations and Education. Works requiring “Scheduled Action” will be flagged, prioritized, and completed within a reasonable time. Completed actions will be dated, signed and recorded on the inspection form.
- Inspection forms will be maintained on file. Completed inspection forms will be filed with the Joint Health & Safety Committee (JHSC).
- Wherever possible CLOCA staff, volunteers, visitors, and neighbours will be encouraged to invest in the safety of CLOCA lands by reporting observations directly to staff (during regular business hours) and/or via the Conservation Areas emergency phone line (outside of regular business hours).

2 Secondary Conservation Areas (Accessible to Public)

- Hampton CA
- Crow’s Pass CA
- Rahmani Tract
- Oshawa Valleylands
- Canecrest CA

Standard Procedures for Secondary Conservation Areas

The following inspections/activities will be completed for all “Secondary Conservation Areas” at the documented frequencies by Land Management and Operations staff:

- Complete inspections using the “Conservation Areas Inspection Form” **once** per year. Works requiring “Scheduled Action” will be prioritized and completed within a reasonable time.
- Inspections (see Conservation Area Inspection Form, attached as [Appendix 2](#)) will be prioritized to focus on areas accessible to the public and will include hazard trees, trails, signage, emergency contact information, etc.
- Written documentation for all inspection work is to be provided to the Conservation Lands and Education Manager and/or the Director of Engineering & Field Operations. Works requiring “Scheduled Action” will be flagged and completed within a reasonable time.
- Wherever possible CLOCA staff, volunteers, visitors, and neighbours will be encouraged to invest in the safety of CLOCA lands by reporting observations directly to staff (during regular business hours) and/or via the Conservation Areas emergency phone line (outside of regular business hours).

3 Tertiary Land Tracts (No Public Access)

- Audley Tract
- Enfield Tract
- Mount Carmel Tract
- Simcoe Hall Tract
- Bowmanville North Tract
- Mount Hope Tract
- Rogers Tract (Crow’s Pass CA)

Standard Procedures for Tertiary Land Tracts

The following inspections/activities will be completed for all “Tertiary Land Tracts” at the documented frequencies by Land Management & Operations staff:

- Complete and log a visual inspection of the road frontage and access point once per year (see Conservation Area Observation Form, attached as [Appendix 3](#))
- Inspector will look for obvious signs of public use (i.e., tracks, trails, vandalism etc.).
- Respond to complaints / reports within a reasonable time.

Compliance and Legislation Affecting Conservation Areas

CLOCA's approach to compliance and enforcement is to ensure compliance with [Ontario Regulation 101/90](#), the Central Lake Ontario - Conservation Areas Regulation, and all other applicable law including federal, provincial and municipal statutes and regulations for the protection of public land, natural resources and public safety. Compliance tools may include education, outreach, warnings, registered letters of prohibition issued in accordance with the Trespass to Property Act, and/or initiation of court action pursuant to the Provincial Offences Act. Ontario Regulation 688/21 “Rules of Conduct in Conservation Areas” remains under review at the Provincial level.

Provincial Offences Act

[The Provincial Offences Act](#) provides the mechanism and the “rules” which govern the prosecution (charges, laying of charges) of provincial offences in Ontario. The Act is structured so as to distinguish relatively minor infractions from the more serious provincial offences and there are three procedural streams which can be used in dealing with offences in conservation areas.

Court action initiated through Part I or II Provincial Offence Tickets are considered to be minor infractions. The laying of information or a Part III Summons to court is considered much more serious and leads to larger penalties. Only a Provincial Offences Officer can initiate proceedings through a Part I and II, Certificate of Offence; anyone may initiate proceedings by way of an “information” or Part III, providing they possess reasonable and probable grounds that an offence has been committed.

Conservation Authorities Act

The [Conservation Authorities Act](#) was legislated by the provincial government in 1946 in response to the concern expressed by agricultural, naturalist and sportsmen groups who pointed out that much of the renewable natural resources of the province were in an ‘unhealthy state’ as a result of poor land, water and forestry practices during the 1930s and 1940s. The combined impacts of drought and deforestation led to extensive soil loss and flooding. Lands started to be acquired thereafter by Conservation Authorities in order to protect the public from loss of life and property damage associated with flooding.

[Section 29 of the Conservation Authorities Act](#) currently provides for the regulations concerning activities on Conservation Authority owned lands. Conservation areas staff take every reasonable effort to ensure a safe and enjoyable recreation experience for all conservation area visitors while securing and protecting the Authority's property and assets. Conservation areas staff educate and promote public appreciation for the proper use of the Authority's lands and facilities through pro-active and re-active compliance of the Conservation Authorities Act.

Trespass to Property Act and Occupiers' Liability Act

[The Trespass to Property Act](#) is a powerful piece of legislation that protects public and private land from misuse, abuse, prohibited entry and prohibited activities. It provides agencies such as CLOCA with the ability to direct people to leave and if necessary, prohibit them from re-entry. Anyone entering private property without legal authority or the permission of the occupier may be found guilty of an offence under the Trespass to Property Act. The burden of proof that permission was given rests on the accused.

The Trespass to Property Act, and its companion, the [Occupiers' Liability Act](#), were enacted in 1980 to protect the rights of occupiers, while allowing them to control activities on their property. "Occupier" means anyone in legal possession of land; legal owner or tenant. Places subject to the Act include land, water and buildings, including portable structures. Occupiers can use signs to show which activities they allow and those that they prohibit. For example, a "**No Fishing**" sign only prohibits fishing; not hiking or hunting. "**No Trespassing**" signs are used to prohibit all activities.

The Occupiers' Liability Act imposes a duty of care on the occupier of the premises (i.e., CLOCA) to take **reasonable** care to see that persons and their property are **reasonably** safe while on the occupiers' premises. There is also an onus through this legislation on the occupier (i.e. visitor) to not act with reckless disregard to the person or his/her property. The standard measurement of the basic "duty of care" is what a **reasonable** person would do under the circumstances.

Before 1980, the law governing occupiers' liability was complex and discouraged people from allowing recreational use of their land. The Occupiers' Liability Act established a basic "duty of care" that an occupier owes to the users of the property.

The basic "duty of care" does **not** apply to all situations. Exemptions include:

- people who enter for criminal purposes are considered to have assumed all risks; however, this does not give you the right to set traps or create hazards;
- entrants to rural property who do not have permission to enter (trespassers) are responsible for their own safety;
- non-paying entrants to rural property are responsible for their own safety when using rural property for permitted recreational purposes; or,
- people who know the risks and choose to accept responsibility for their injury when they enter the premises (i.e., spectators at a hockey game).

Regardless, a prudent occupier will attempt to be vigilant in inspecting and addressing any maintenance issues that arise with respect to signage and the condition of the trail. As in other areas, clear and detailed record keeping with respect to inspections will assist with proving due diligence.

Small Drinking Water System – Ontario Regulation 319/08

The Central Lake Ontario Conservation Authority owns and operates two Small Drinking Water Systems (SDWS). One system is located at the Enniskillen Conservation Area, Russ Powell Nature Centre Building and the other system is at the Purple Woods Conservation Area, Heritage Hall. [Ontario Regulation 319/08](#) sets out requirements for owners/operators of SDWS. This Regulation requires owners to perform regular maintenance on these systems and to conduct water sampling a regular intervals. Owners/operators are required to immediately report every adverse observation and every adverse test result to the Regional Municipality of Durham Health Department.

Staff Training

Land management staff have a wide variety of responsibilities and require training to ensure their work is completed competently and in a safe and timely manner. Conservation Area's staff will consist of persons that are reasonably trained to complete general Conservation Areas inspection work and to operate equipment/machinery as required to complete follow-up work. Training may include (but not limited to) seasonal equipment training, staff inspector training day, workshops etc.

All staff required to perform Conservation Area's compliance and enforcement duties shall receive Provincial Offences Officer Level 1 training. They will be required to complete a "Police Reference Check" and all relevant training for each officer will be maintained on file by CLOCA. Additional training contributing to the professionalism of each officer will be completed as appropriate.

Conservation Area Emergencies

Conservation Areas are posted with all known 9-1-1 emergency contact information. All Primary and Secondary areas shall be posted and maintained with CLOCA Emergency Contact Information. All reported Conservation Area issues/emergencies are monitored by staff. Examples of emergencies have ranged from missing persons, fires/fire department access, enforcement related reports, security alarm calls, reports of injured animals, distress calls from members of the public, etc. Central Lake Ontario Conservation Authority staff correspond with emergency services periodically to ensure that they are aware of our resources and any changes to our lands (i.e., communicate mapping with entrances, provide keys to gates, access points etc.).

When Conservation Areas and/or trails are closed (i.e., significant weather events, emergencies, maintenance, construction etc.), notice of closing will be posted at each location and/or on the CLOCA web site. Where possible, reasonable efforts will be made by staff to notify members of the public and if necessary close areas.

CLOCA Emergency Contact Information

- Main Administrative Office
100 Whiting Avenue, Oshawa 905-579-0411

Conservation Areas Staff

- Perry Sisson, Director 905-259-4577
- Dan Hope, Manager 905-261-5040
- Todd Backus, Lead Hand 905-261-5047
- Ben DeWaal 905-261-7654
- Jason Maas 905-261-7655
- Alex Cooper 905-213-6269
- Matthew Murphy 289-671-6773

911 Addresses for CLOCA Lands

MUNICIPALITY OF CLARINGTON	Bowmanville/Westside Marshes – Main Lot Bowmanville Valleylands North Canecrest CA Enfield – Roti Tract Enfield – Schillings Tract Enfield – Webb Zavagno Tract Enniskillen CA – North Access Enniskillen CA – Main South Entrance Hampton CA – Mill Entrance Long Sault CA – Main Parking Lot Long Sault CA – Secondary Gated Lot Mount Hope Tract Stephen’s Gulch CA – Main Parking Lot Stephen’s Gulch CA – Rental House	180 West Beach Road, Bowmanville N. side Longworth Rd at 110 Jackman Rd, Bowmanville 3095 Concession Road 8, Bowmanville Immediately west of 1585 Conc. Rd. 9, Bowmanville 1481 Concession Rd. 9, Bowmanville 1735 Concession Rd. 10, Bowmanville 7780 Holt Road, Enniskillen 7274 Holt Road, Enniskillen 30 Mill St.; 5510 Old Scugog, Hampton 9293 Woodley Road, Bowmanville 2770 Regional Road 20, Bowmanville 6546 Bethesda Rd, Bowmanville 360 Stephens Mill Road, Bowmanville 2852 Concession Road 4, Bowmanville
CITY OF OSHAWA	Oshawa Valley Lands (Main Office) Purple Woods – Main parking lot Purple Woods – Sugar Shack Rahmani Tract Simcoe Hall Tract	100 Whiting Avenue, Oshawa 38 Coates Road East, Oshawa 5200 Ritson Road, Oshawa SE corner Coates Rd/Stevenson Rd N 760 Bloor Street, Oshawa
CITY OF PICKERING	Audley Tract	Audley Road, Pickering
TOWNSHIP OF SCUGOG	Crows Pass CA Crows Pass CA – Rental Homes Mount Carmel Tract	231 Middle March Road, Scugog 13240 Mast Road, Scugog Lot 3, Conc. 1, Scugog (S of Byers Rd)
TOWN OF WHITBY	Heber Down – Former Seasonal Access Heber Down – Main South Entrance Heber Down – Main North Entrance Heber Down – Former Group Camping Lynde Shores – Pass Holders Lot Lynde Shores – Main Public Parking Lot Lynde Shores – House Rental	5485 Coronation Road, Whitby 500 Lyndebrook Road, Whitby 5000 Cochrane Street, Whitby 485 Lyndebrook Road, Whitby 1225 Victoria Street, Whitby 623 Halls Road South, Whitby 605 Halls Road South, Whitby

Emergency Numbers

Ambulance – Fire – Police	911
Crime Stoppers	1-800-222-8477
Distress Centre Durham	1-800-452-0688
Durham Region Police Services (DRPS)	905-579-1520

Fire Services in Durham Region

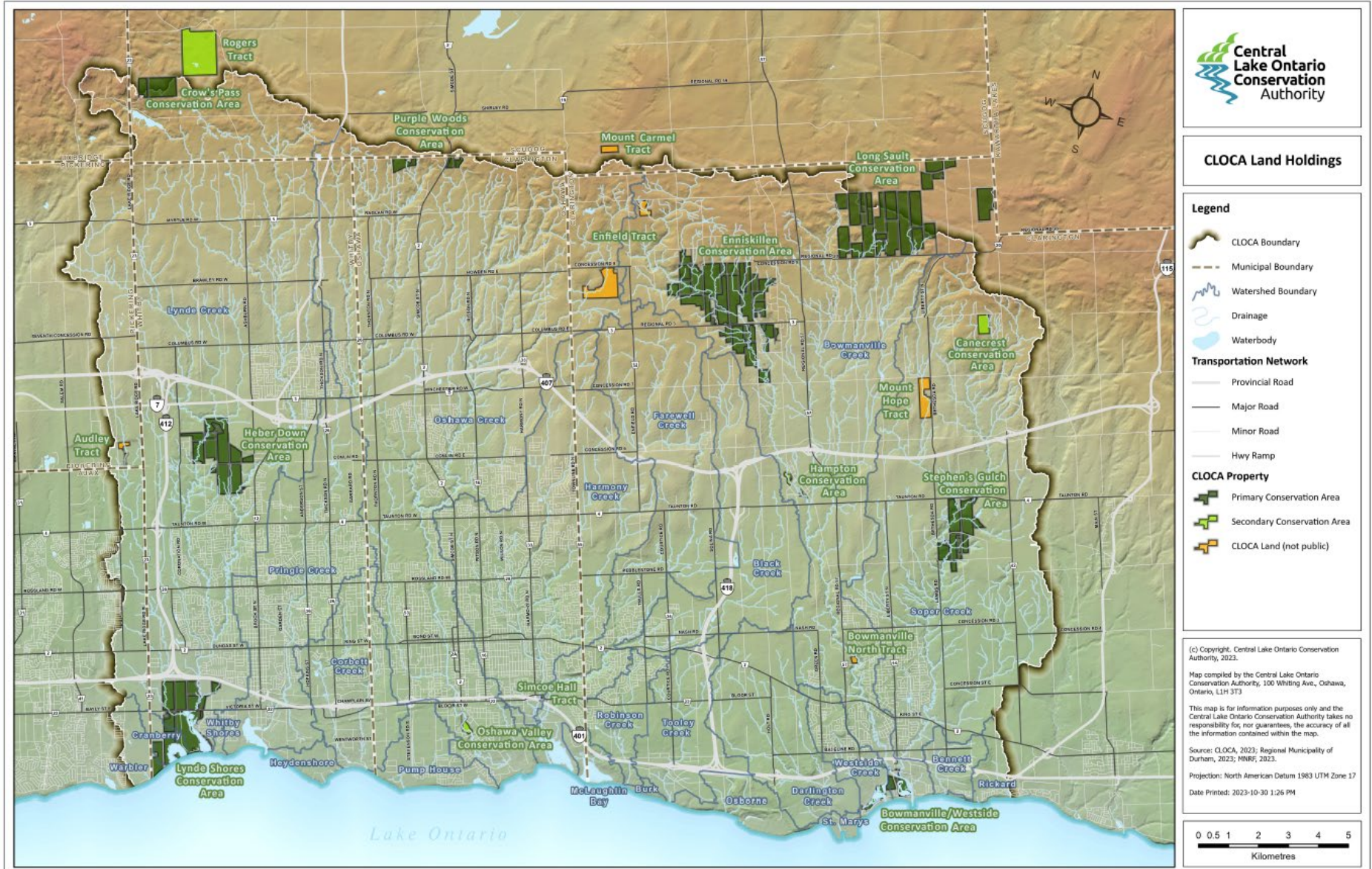
Ajax Fire Services	905-683-3050
• 435 Monarch Ave, Ajax ON L1S 2G7	
Clarington Fire Services	905-623-5126
• 2430 Hwy 2, Bowmanville ON L1C 0K5	
Oshawa Fire Services	905-433-1234
• 199 Adelaide Ave W, Oshawa ON L1J 7B1	
Pickering Fire Services	905-839-9968
• 1616 Bayly St, Pickering ON L1W 3N2	
Scugog Fire Services	905-985-2384
• 30 Crandell St, Port Perry ON L9L 1J6	
Whitby Fire Services	905-668-3312
• 111 McKinney Dr, Whitby ON L1N 5R5	

Hospitals in Durham Region

Lakeridge Health Ajax Pickering Hospital	905-683-2320
• 580 Harwood Avenue South, Ajax	
Lakeridge Health Bowmanville	905-623-3331
• 47 Liberty St. South Bowmanville	
Lakeridge Health Oshawa	905-576-8711
• 1 Hospital Court, Oshawa	
Lakeridge Health Port Perry	905-985-7321
• 451 Paxton Street Port Perry	
Lakeridge Health Whitby	905-668-6831
• 300 Gordon Street Whitby	
Marine/Air Search & Rescue	1-800-867-7270
Ontario Provincial Police (OPP)	1-888-310-1122
Poison Centre	1-800-268-9017
Poison Information Centre	1-800-267-1373

APPENDICES

Appendix 1 - CLOCA Jurisdiction Map



Appendix 2 – Conservation Area Inspection Form

Conservation Area: _____
 Inspectors: _____ Date/Time: _____

G – Good M- monitor A – Schedule Action

Area/Facility Inspected	Action			Location	Comments	Date Completed	Completed By
	G	M	A				
Parking Lot / Laneway / Gates							
Area Infrastructure							
- Washroom Building							
- Kiosk							
- Pay & Display							
- Buildings / Shelters							
- Bridges							
- Signage							
- Day Use							
Trail Name -							
Trail Name -							
Trail Name -							
Trail Name -							
Trail Name							
Trail Name -							
Trail Name -							
Other							
Other -							
Other -							
Observations / Other							
- Garbage/Litter							
- Complaints Reported							
- Other (ie. picnic tables)							

NOTES:

Good (**G**) – In good condition/repair (No remedial action required)

Monitor (**M**) – In satisfactory condition. No action required, however, some wear, damage, or age-related issue apparent.

Schedule Action (**A**) – Remedial action needs to be scheduled and completed

- Hazard Trees/Limbs – Inspect all public areas and sanctioned trails for potential hazards (trees, limbs, hanging branches, obstructions etc.) within potential falling distance of public areas.
- Nature Trails – Inspect sanctioned nature trail (i.e., inclusive of structures such as boardwalks/bridges) for erosion, hazards, brushing, visibility, trail markers/posts/signage etc.

Appendix 3 - Conservation Observation Form

Conservation Area:		Date/Time:	
Trail Name/Approximate Location:			
Observation:			
Conservation Area:		Date/Time:	
Trail Name/Approximate Location:			
Observation:			
Conservation Area:		Date/Time:	
Trail Name/Approximate Location:			
Observation:			
Conservation Area:		Date/Time:	
Trail Name/Approximate Location:			
Observation:			

DATE: November 21, 2023

FILE: ACEI7

APPROVED BY C.A.O. 

S.R.: 5857-23

TO: Chair and Members, CLOCA Board of Directors

FROM: R. Perry Sisson, Director, Engineering, Field Operations & Education
Dan Hope, Conservation Lands & Education Manager
Cara Gregory, Coordinator, Conservation Education

SUBJECT: **Conservation Education Update – July 2023 to November 2023**

Introduction:

Since 1988, Central Lake Ontario Conservation (CLOCA) has delivered formal and informal education programs to share our watershed story and inspire our community to be watershed champions by taking action for real change. Our education programs are an important deliverable designed to fulfill CLOCA's fourth goal in its Strategic Plan (2021-2025), *to create a more knowledgeable and connected watershed through community engagement and education*. This includes connecting people with nature, culture, and greenspace to promote environmental awareness, appreciation, and action; increase school participation in environmental education and stewardship; provide programs that respond to and reflect a diverse community; and communicate a recognized brand that reflects our corporate culture, our goals, and strategic actions to our watershed audiences. Our suite of innovative education programs informs and raises awareness about the value of healthy watersheds, educating diverse audiences about CLOCA, what we do and who we are.

Background

We continue our commitment to providing a variety of valuable programs and services that are important to our local watershed community, including curriculum based outdoor education programs. Annual updates on CLOCA's educational programs are provided to the Board of Directors. We also identify staff considerations for continued improvement and delivery for the upcoming school year.

School Year September 2023 to June 2024: In Your Watershed Education Program

Watershed Connections

Our Conservation Areas are not only places where we protect ecologically significant land within our watershed, but also where we educate and inspire future generations. Students visiting and exploring our Conservation Areas will learn that they are part of a watershed community, and what we do on the land has an impact on the quality of our drinking water, and on aquatic habitats. They will realize that we have a responsibility to recognize and manage our impacts to keep our watershed healthy.

Kindergarten to Grade 12

The sooner children become active and engaged in the outdoors, the stronger and more lasting their bond will be with the natural environment. That is why we start our conservation education programming at the kindergarten level. We offer programming to schools within our watershed from the following four school boards: Durham District School Board, Durham Catholic District School Board, Kawartha Pineridge District School Board and Peterborough Victoria Northumberland Clarington Catholic District School Board. We also offer programming to home-school and Montessori groups. It is important to nurture and strengthen that bond as children age, so we continue the learning through to Grade 12. All our school programs are connected to the current Ontario curriculum.

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Number of Visiting Students:

Time Period (2023)	Visiting Student Numbers (approx.)	Duration	
September	No programs offered due to DCWF		
October	258	7FD	4HD
November 7 th	41	2FD	
November (scheduled)	322 anticipated	1FD	12HD
December (scheduled)	155 anticipated	4FD	3HD

Note: FD stands for Full Day program (3 hrs) and HD stands for Half Day program (1.5hrs)

Bus Companies

Due to a lack of bus drivers, there is no dedicated bus service. Bus drivers only take classes to school trips after their morning bus schedule (approx. 9:30 a.m.) and before their afternoon bus schedule (approx. 1:30p.m.). To adapt to this, we have changed our program length to 1.5 hours from 2 hours, so that a full day is 3 hours, and a half day is 1.5 hours. There are still challenges for educators to book a bus for trips, as there are fewer drivers available, and limits them to locations closer to their school to make the most of their time. Increasing communication with educators about our *In Your Backyard* program, where we meet teachers at a natural location within walking distance from their school could help to get students in our watershed outside while bussing continues to be an issue.

Program Advertising

In coordination with our Communications Specialist, a digital education flyer outlining our program offerings for educators was developed and sent to all 4 school boards within our watershed. We have also placed an ad in the *Teachers' Field Trip Digital Guide 2024* to help get the word out to educators about our Conservation Education programs.

Nature Nook

This 'play space' at Enniskillen Conservation Area provides children with the opportunity to create their own play in a forest area equipped with natural play materials (loose parts, e.g., rails, sticks, stones, logs, tree cookies).

The play space is encompassed by cedar rail fencing in a forested area with little vegetation on the ground, to minimize off-trail impacts. The Nature Nook was created with the knowledge that child-directed play helps with the development of the whole child - cognitive, social, emotional, and physical skills. Construction on this 'play space' was recently completed (2023). The Nature Nook has already been reserved for use four times by visiting classes in the short period of time that it has been available, including one time this fall, and is enjoyed by members of the local community visiting Enniskillen CA. Use of the space during school field trips at lunchtime during a full-day booking is free of charge. A \$25 fee applies for the use of the space for a half-day booking.

New Programs

Watershed Wishes (adaptation of previous "Stream of Dreams" program)

The *Watershed Wishes Program* is a school wide or by division level presentation and is broken down into two sessions:

Session 1: a 30-minute presentation on the school's local watershed and how everything in the watershed is connected. Students also learn about, and the role that watersheds, storm drains, and storm water ponds play in protecting our communities from flooding.

Session 2: Following the presentation students will participate in a 20 - 30-minute art workshop in which children envision and share their dreams for their future watershed. They all create a *watershed wish* by painting a cutout of a native plant, animal, or insect to represent their dream of a healthy watershed. All cut-outs are to be installed inside the school once the artwork has dried, creating a mural. The purpose of the displayed art is to inspire other students and visitors to the school to protect and conserve water to ensure a healthy future for our creeks, lakes, and communities.

This program was adapted from the previous *Stream of Dreams* program to make it more affordable for school groups to participate in by reducing material costs and eliminating an annual program fee. It can also be run by all Conservation Education staff, where there were limitations to who could run the previous program.

Watershed Survival

This program illustrates food chains and food webs through the playing of a tag game where students play the roles of carnivore, omnivore, and herbivore. This program had previously been replaced by *Coyote Cache* due to concern for its impact on the environment within the game play area. It has been updated, giving it a new look, and restructured to minimize impacts by keeping students to the trails. This game connects most closely to the grade 4 and grade 7 science curriculum.

Orienteering – Primary/Junior – Topographic Tabletop Maps

Ortho-photo handheld maps that were used for Intermediate Orienteering in the past, were replaced with a set of the new topographic maps for both Heber Down CA and Enniskillen CA orienteering courses. Larger poster sized topographic maps were created for Heber Down CA and Enniskillen CA for use with primary and junior grades. Orienteering blazes for the new Primary/Junior course were installed at Enniskillen CA last spring. Orienteering blazes were installed this October for the two new primary/junior courses at Heber Down CA. Two tabletop maps and courses have been created for this location. Students use topographic maps in the classroom when learning map and globe skills.

Specialist High Skills Major Certifications (Secondary School Level)

The Specialist High Skills Major (SHSM) is a specialized program that allows students to gain credits toward their Ontario Secondary School Diploma and focus their learning on a specific economic sector at the same time. The SHSM is a Ministry of Education approved program. Students receive the SHSM seal on their diploma when they complete a specific bundle of 8-10 courses in the student's selected field, earn industry certifications like first aid and CPR qualifications and gain important skills on the job through cooperative education placements. We are currently in the process of completing several SHSM certification programs for visiting high schools. In addition to the following SHSM GPS certification, which was completed this fall, we are in the process of completing the final details on an Introduction to Bird ID certification that we plan to offer second semester this school year and are in the planning stages of an Introduction to Tree ID certification.

Introduction to GPS SHSM Certification (3hrs in length)

Topographic maps of Enniskillen CA and Heber Down CA were created with a UTM grid system for use with this program. Students will receive a short lesson on GPS and its practical personal and professional uses and on the UTM co-ordinate grid system. They will use our GPS units to find set waypoints on the property, find UTM coordinates for locations marked on our CA map, input UTM coordinates into the GPS and follow them and learn how to find the UTM and Lat./Long coordinates for their current location using their GPS unit. We are currently in discussions with a DR police officer who is responsible for the Search and Rescue division to create an additional activity to be added to this program for GPS use for search and rescue.

New Conservation Education Staff Member – Education Associate

This 8-month contract position started the last week of February 2023 and was completed at the end of October 2023. The successful candidate Breanna Hall, with an undergrad degree in Wildlife Biology and Conservation and work experience as a park naturalist in a variety of settings, was an asset to our education program. She was involved in delivering programs for visiting school groups and community groups, was an Area Coordinator for our Spring and Fall Durham Children's Watershed Festivals and was an interpreter at our Maple Syrup Festival. She also helped with our Areas team in the summer months in addition to playing a Conservation Area Ambassador role.

Ontario Tech University – Faculty of Education – Teacher Candidate Internship

Laura Brown, a teacher candidate in the Faculty of Education at the Ontario Tech University completed an independent inquiry/internship with CLOCA this fall (September & October) for her EDUC 2403 course. Completing 20 hours of time with us, she learned the value of conservation education to youth in our watershed. She assisted the Conservation Education Coordinator for a day at the Durham Children's Watershed festival, and our Education Instructor and Education Associate during a full day program at Enniskillen Conservation Area. In addition to this, she created content for a more detailed brochure for our conservation education program. We wish her the best in her future teaching career.

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2023 Durham Children's Watershed Festival Summary

Background

Launched as part of the Central Lake Ontario Conservation Authority's (CLOCA) 40th anniversary theme of water quality in 1998, the goal of the Durham Children's Watershed Festival (DCWF) is to increase grade four student awareness concerning water issues and motivating them to become water stewards in their home, classroom, and community. The festival includes 34 hands-on interactive activity centres with messages relevant to everyday lives around the concepts of water conservation and protection. Through the activity centres, the students discover the importance of water, and how their actions impact the watershed in which they live.

2023 Event Summary

The 24th annual Durham Children's Watershed Festival (DCWF) was held at Camp Samac from Monday, September 25 to Thursday, September 28, with 2,032 grade four students and 376 teachers and adult volunteers attending. Since our first Festival in 1998, over 86,466 grade four students, 9,378 high school students and 11,196 teachers and parent volunteers have participated from across the Region of Durham.

With financial and in-kind contributions from sponsors, we continue to subsidize costs for students to make the experience affordable. The Camp Samac site continues to provide a safe and central location for participants to experience a fun and immersive learning opportunity. A tributary of Oshawa Creek travels through the property, providing participants with an opportunity to view the annual migration and life cycle of Coho and Chinook salmon.

The perfect fall weather provided the ideal conditions for 8 secondary schools with a total of 279 student volunteers, along with 10 community volunteers to facilitate the activity centres for the grade 4's, all contributing a total of 1,300 volunteer hours over the 4 festival days. Each day of the festival requires an average of 100 volunteers. All volunteers are provided with the material prior to coming out and the student volunteers receive in-class training on their specific activity to ensure they are confident and prepared. Many of the secondary school teachers take advantage of the festival to incorporate the content and messaging as part of their lesson planning.

A Special Guest delivered three presentations and a meet and greet in Council Hall. This year's presentations were from Soper Creek Wildlife Rescue, Ontario Turtle Conservation Centre (OTCC), Wild Ontario and Royal Canadian Falconry.

The festival also welcomed back CLOCA staff with three fun and engaging activities that highlighted our monitoring programs. Natural Heritage presented on terrestrial habitats, while Water Resource Engineering staff engaged students with groundwater monitoring and the Smart Watersheds Project activities.

Other special guests who provided individual activities included:

- Angela Duckworth (Indigenous Health Promoter, Durham Community Care) opened the festival in a good way with a welcome and Nibi ceremony with Courtice S.S. students down at the creek. Angela appreciated having the older students involved and was grateful to have been invited and included.
- The Nibi (water) Ceremony is a way of giving gratitude to water. In many Indigenous worldviews, water is sacred. Water is alive; it contains a living spirit. Water gives life to all other creatures in creation. Water is our kin; we have a relationship and a responsibility to water. Water is used in ceremonies and cultural activities. Clean water is important for all living creatures. *Provided by the Nogojiwanong Friendship Centre.*
- Age Robertson (Youth Cultural Resource Coordinator) and Em Feltham Day (Gender Diverse Indigenous Mentor) from the Nogojiwanong Friendship Centre (Peterborough) provided a Nibi Ceremony and smudge activity.



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- Alisha Benson (The Great Lakes Program Outreach Team) provided a freshwater mussels activity.
- Danielle Luciano (Region of Durham Waste Management Technician) provided the “Know Before You Throw” activity.
- Angela Chaisson (Region of Durham Works Technician) and staff presented the 3P’s of Flushing activity.
- Hunter Reman (Atlantic Salmon Technician) and Ben Teskey (OFAH Atlantic Salmon Restoration Program Coordinator) from OFAH Bring Back the Salmon program provided the salmon migration activity.
- Jill Passmore (Visitor Experience Coordinator, Oshawa Museum) and volunteer led the Moccasin Identifier activity.
- Jocelyn Pelletier (Indigenous Student Success Coach, Suswaaning Endaajig – First Peoples Indigenous Centre at Ontario Tech) came out and assisted with Moccasin Identifier activity. Jocelyn really enjoyed and appreciated the opportunity to talk to the students about being a guest on the MSIFN territory. She also provided smudging information.
- Oshawa Fire Department engaged the grade 4 students during lunch time each day.



Sponsorship Program

Several local and regional corporate sponsors contribute financial and in-kind resources to the festival, ensuring activity centres are updated, volunteers receive lunch and refreshments, and bussing costs are subsidized. The sponsorship categories are Event Sponsor (\$50,000+), Diamond (\$5,000+), Platinum (\$2,500+), Gold (\$1,000+), Silver (\$500+) and Bronze (up to \$499) who are also recognized on the sponsor board and in a media thank you. A Diamond Sponsor photo shoot took place at the Simcoe Street entrance to Camp Samac in front of the new for 2023 sponsor and festival banners that were on display for one month before and after the festival. Attendees also participated in a mini-Moccasin Identifier installation. This year’s sponsors included:

Cargill Foundation	Municipality of Clarington
Charities Aid Foundation of America	Ontario Power Generation
The Region of Durham	Trans Canada Pipelines Ltd.

Since 2007, we have raised close to \$472,014.80 from sponsors and grants and \$408,791 from student participation fees to operate the festival. Another aspect of our Festival contributing significantly to its ongoing financial success, is the value of in-kind contributions. In 2023, we estimate the in-kind contributions to the festival operations alone from volunteer time, materials and supplies was in excess of \$3,000.

2023 Festival Challenges and Highlights

Bussing continues to be a challenge. Charters are only offered outside of the school route schedules and have not only impacted the festival transportation budget but also the student time at the festival. In order to have activity centres ready for the grade 4 students, a private bus charter delivered one secondary school class early which allowed one festival area to be set up and ready to start. The grade 4’s were instructed to start their day in that area until the remaining secondary school students arrived.

Indigenous language was introduced to the festival where the main areas were renamed in Anishinaabemowin. The three areas are now referred to as Nibi (water), Ziibi (stream) and Mitig (tree).

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Elementary and Secondary School Teacher Comments

Each year elementary and secondary school teachers participate in an online survey. Some of the comments were as follows:

What kinds of activities were most engaging for your students?

- *“Hands on activities- letting kids touch and do.”*
- *“Going down to stream and the games.”*
- *“Anything active or that they could directly relate to i.e.: things you flush in the toilet, pumping water from the well, sorting recyclables.”*
- *“Hands on and those where the students could transfer what they were educated on through your facilitators and then apply it. They loved being active. The water relay, Salmon talk, guest speakers.”*
- *“Fishing, painting, the topographical map, the salmon stream and the bucket brigade, the pioneer laundry.”*



What kinds of activities were not engaging for your students?

- *“I think all activities are engaging. Sometimes engagement was supported by enthusiastic and knowledgeable leaders. Many of the high school students did a great job and were trying hard.”*
- *“My class was engaged and enjoyed the day!”*
- *“Just simply listening”*

General comments:

- *“Was a great day, students loved it!”*
- *“Such a fun day! I liked it in the fall so we could see the salmon. But it was a very fast, very stressful turn around to get permission forms out.”*
- *“Thank you so much for organizing and being so well planned. Great experience.”*
- *“My students and my parent's volunteers really enjoyed their day.”*
- *“Much respect to the organizers. The event is so well planned, engaging, and impactful for students. The day went by flawlessly with bussing, volunteers, activities all wonderfully put together.”*

2024 Considerations:

- Recruiting more industry-based activity centre partners to provide a unique learning opportunity for the grade 4 students.
- Staff will explore alternative solutions to transporting secondary school students to have them on site before the grade 4 participants.
- Investigate the cost benefits of moving to a three-day festival where staff could setup on the Monday and tear down on the Friday.
- Staff will continue to incorporate Indigenous language into the festival programming with consultation of Indigenous Knowledge Keepers and language experts.
- Staff will develop a Specialist High Skills Major (SHSM) opportunity at the festival for secondary school students.
- 2024 will see 25 years of water learning for the Durham Children's Festival and staff will be incorporate important and meaningful programming to celebrate.

**Water is Sacred
Water is Life**

In many Indigenous world views, water is sacred. Water is alive, it contains a living spirit. Water gives life to all other creatures in creation. Water is our kin, we have a relationship and a responsibility to water.

Water is a vital part of modern Indigenous life. Water is used in Ceremony and cultural activities. Clean water is important for all living creatures. Indigenous people believe that we are all family, We must protect our family, starting with water.

WATER IS LIFE

Indigenous people are the traditional stewards of the land and water. We are invested in maintaining the health of our traditional waterways.

Access to waterways and the care of water is included in some Treaties. The Williams Treaty (1923) in this area specifically focused on honouring treaty harvesting rights and access to traditional waterways.

We are all Treaty People.

Art By Isaac Murdoch and Christi Belcourt

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Conservation Education Outreach

Summer Solstice Firefly Event – June 23rd, 2023

This popular annual event was held to celebrate the summer solstice. The evening began with a presentation on nocturnal animals. Participants enjoyed a bowl of ice cream topped with fresh strawberries and drizzled with syrup from our maple trees while learning a few interesting firefly facts. After the sun had gone down, staff lead a guided hike through the Purple Woods Conservation Area, including several interpretive stops. Bats came out by the Sugar Shack for participants to see! The hike finished in the meadow where participants enjoyed the glow of the fireflies. Registration was full, but there were fewer participants due to the unfavourable weather.

Community Connections

A conservation education staff member participated as a representative of CLOCA in the following events:

- ***Durham Agricultural Advisory Committee Farm Tour: Sargent Family Dairy and Creamery – Sept. 21st, 2023***
- ***Oshawa Advisory Committee Film Night – October 18th, 2023***

A table with materials relevant to the theme of this event gave participants an opportunity to learn about CLOCA's watershed and the education staff member answered any questions they may have.

Conservation Area Trail Stewards (CATS) Program

This program, that began in January 2020, involves members of the community who regularly visit our conservation areas volunteering to keep our conservation areas clean by picking up garbage, and safe by reporting any fallen trees/branches. We have a total of 76 volunteers and will be doing an intake the week of November 13, 2023. It has proven to be a very successful program.

Turtle Nesting Program

The turtle nesting program was again quite successful throughout 2023. Covers were placed throughout our Conservation Areas in preparation for installation. Information on turtles and how to properly place the covers was posted beside the covers. Our Education Associated acted as a Conservation Ambassador in the summer months and was able to answer any questions visitors may have had about the program. CATS volunteers were asked to email the Conservation Education Coordinator photos of installations, as well as a brief report on successful hatches. Areas staff cut exit holes in the covers, so that turtles would be able to escape and head to the wetland after hatching, so that we weren't relying on those who placed the cover to monitor it regularly enough to be there to remove the cover when the turtles hatched. All Ontario turtle species populations are at risk and covering nests to avoid predation is one way that we can help. Areas staff collected covers at the end of October for storage for next year.

Local Libraries - Story Walks

In partnership with the Clarington Public Library, CLOCA staff continue to install story walks along trails in conservation areas located in Clarington. From July 2023 to November 2023 2 story walks were installed with social media promotions provided by CLOCA and library staff. The most recent one was placed at Long Sault CA. The stories typically relate to the seasons and nature, giving young hikers a chance to read and get a physical and learning experience in the outdoors.

Library Presentation – Amazing Wetland Animals in your Watershed – July 4th, 10th, 17th, 20th, 25th 2023

An education staff member delivered an interactive presentation on the importance of wetlands in your watershed and the many animals and plants that they provide a home for to Oshawa, Whitby, and Clarington libraries. Approximately 85 participants enjoyed an up close and/or hands-on experience with our educational animals (snake and turtle).

Durham Welcome Centres: Immigrant Services

An event in partnership with CLOCA and Hike Ontario was held at the Welcome Centre on Bayly street in Pickering on Monday, August 28, 2023. The discussion surrounded considerations needing to be made to safely hike on trails within our watershed, and information on our Conservation Areas and what they offer to visitors. 10 participants signed up for this event. A block of registration spots was held for Durham Welcome Centre participants for the September Forest Therapy hike at

Cont'd

Lynde Shores CA which is accessible by public transit. There had been discussion on their participation in our Family Snowshoe and Maple Syrup Festival events, and a May Wildflower walk.

PRYDE Learning Centre Program – Heber Down CA - July 24th to 27th.

Education staff delivered a one-hour pond study program at Heber Down CA twice a day over a four-day period, for participants in the PRYDE Learning Centre summer camp. Approximately 60 students participated each day.

Ability Centre Summer Camp – July 5th and July 12th, 2023

A Conservation Education staff member partnered with Hike Ontario for an evening of activities and learning with Ability Centre Summer Camp participants at Lynde Shores CA on July 5th, 2023. An education staff member also created and led a nature themed scavenger hunt at Lynde Shores CA with this summer camp group on July 12th, 2023. There were 5 campers and 5 staff each evening.

Bird Boxes – Durham Field Naturalists (DRFN)

The President of the Durham Field Naturalists met a second time with a conservation education staff member at Lynde Shores to confirm locations for the erection of bird boxes at Lynde Shores CA. They took 10 boxes we had in storage to clean up and make any needed repairs. Locations were discussed with Natural Heritage staff. DRFN have agreed to help to put in the posts, attach the bird boxes, and monitor and annually clean the boxes.

SMART Watersheds

The community science project, SMART Watersheds, is designed to create a technology ecosystem, enhancing our environmental monitoring activities with more frequent data collection, analysis, and advanced data management. In addition to the technology, the SMART Watersheds engages community volunteers, the public, elementary, high school, and post-secondary students in using this new technology in their local watershed. The *Weather Watch* component of this project is complete and live data from our weather stations, set-up in CLOCA's watershed, is viewable on our website. The *Water Watch* component is nearing completion. All signs have been installed at the monitoring locations for Oshawa and Clarington, and all but one for Whitby. A contract with Durham Region is in the process of being signed to allow for the last post to be installed in Whitby. Backpacks containing water and soil monitoring equipment and instructions on use and safety have been delivered to all Oshawa, Whitby and Clarington library locations within our watershed and videos on equipment use and safety have been created and are active on our website. The libraries are currently in the process of setting up a process for signing out the backpacks for use by the local watershed community. Data collected will be displayed on CLOCA's website.

Conservation Education advertised this project at the *Safety Week Open House* event at the Durham District School Board Education Centre on October 18th, 2023.

Ontario Tech University - Teacher Candidates Presentation – September 25th, 2023

A Conservation Education staff member delivered a presentation on our *In Your Watershed* program to teacher candidates at Ontario Tech University in Oshawa, encouraging them to get their students outside.

PD at Enniskillen for Secondary School Teachers – November 17th, 2023

Conservation Education staff are leading professional development for Secondary School teachers within the Durham District School Board at the Enniskillen CA. Secondary school educators will learn about the CLOCA watershed and the programming that we offer for their students. They will have the opportunity to spend time on the property and within the Russ Powell Nature Centre.

Watershed Wilderness Nature Hikes

Forest Therapy Hikes (September 16th, and October 28th, 2023)

Forest Therapy hikes were held at both Lynde Shores and Enniskillen CA's, and were led by Randi Micklewright, a certified forest therapy guide and a CATS (Conservation Area Trail Stewards) volunteer. Forest therapy, also known as forest bathing, Shinrin Yoku, green therapy, and eco-therapy, operates on the premise that we feel better both physically and

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mentally after spending time in natural settings. The forest therapy hikes were each 3.5 hours in length, and groups were kept small. The hike held on September 16th, 2023, included participants from our Durham Welcome Centres. The Lynde Shores CA was chosen due to its accessibility via public transit to facilitate the participation of those from the Welcome Centres. A total of 14 people attended the hikes. Participants spent intentional time in the forest and took part in invitations that brought a mindful and deep connection with our natural environment.

Bird Count for Kids – November 25th, 2023

A 2nd annual Christmas Bird Count for Kids, registered with Birds Canada, has been organized again for this year at Enniskillen Conservation Area by Conservation Education staff. This bird count was inspired by the original annual Christmas Bird Count started in 1900, which is North America’s longest running community science event. Participants will be able to borrow a pair of our binoculars if they don’t have their own. They will learn how to identify different winter bird species and count the number of birds seen. We are looking forward to running this event again this year, after its success last year.

RECOMMENDATION:

THAT Staff Report #5857-23 be received for information.

DATE: November 21, 2023

FILE: AGRD9

S.R.: 5858-23

TO: Chair and Members, CLOCA Board of Directors

FROM: R. Perry Sisson, Director, Engineering, Field Operations & Education
Rod Wilmot, Information Management & Technology Manager

APPROVED BY C.A.O. 

SUBJECT: LiDAR Mapping Acquisition - National Adaptation Strategy and Hydrologic Prediction and Innovation Program

Purpose

The purpose of this report is to inform the CLOCA Board of Directors of the proposed funding application under the National Adaptation Strategy and Hydrologic Prediction and Innovation Program for acquisition of base mapping for the CLOCA watershed. The base mapping will provide multiple uses and especially benefit CLOCA floodplain mapping programs.

Background

Light Detection and Ranging (LiDAR), is a surveying method that uses pulses of laser light to produce an image of the ground surface. Aircraft mounted with LiDAR scanners fly over the area to be mapped, and as the pulses of light reflect from objects on the ground, the image of the earth surface is created. The topographic image provides ground elevation data that is generally accurate to within 0.1 metres. The topographic mapping provides an appropriate base for floodplain analysis and mapping. The lidar mapping will also be utilized in planning and regulation and natural heritage programs and can be shared with our municipal partners.

CLOCA currently has LiDAR mapping from 2017 Ontario Ministry of Agriculture and Rural Affairs for the Municipality of Clarington, and 2018 LiDAR mapping for the Oshawa and Whitby areas. With the completion of Highway 407 and urban expansion, these existing mapping products are missing important features for floodplain mapping updates.

The Study

CLOCA GIS staff have inquired with the vendor of LiDAR products and have determined the cost to complete mapping for the CLOCA watershed to be \$160,000 for the acquisition of the LiDAR data, and processing of the data to create the topographic base mapping. The acquisition would be completed in spring of 2024 during the period before tree's leaf-out, to enable better penetration and collection of ground elevation in forested areas.

CLOCA staff have submitted an application to Environment and Climate Change Canada under the National Adaptation Strategy and Hydrologic Prediction and Innovation Program. If successful, the federal grant will be able to recover 50% of the project cost. CLOCA's portion of funding will be provided through a special request to the Regional Municipality of Durham. If the application is not successful, the project will not proceed.

RECOMMENDATIONS:

THAT the Board of Directors endorse the submission of a funding proposal to the National Adaptation Strategy and Hydrologic Prediction and Innovation Program for LiDAR topographic mapping for the Central Lake Ontario Conservation Authority.

DATE: November 21, 2023
FILE: AFEB21; AFEA5
S.R.: 5850-23
TO: Chair and Members, CLOCA Board of Directors
FROM: Rose Catulli, Director of Corporate Services
SUBJECT: **2024 Proposed Fees for Services & Programs, Regulation Services, Planning Services, and Stewardship & Restoration Services**

APPROVED BY C.A.O. 

Staff have reviewed the fee schedules for Authority Services and Programs and a few minor increases to the 2024 fee schedules are recommended as provided in Attachment #1,2, & 3. The following provides a summary of the recommended changes to the fee schedules.

Conservation Area/Facility Fees

An increase is required for cleaning services and it is recommended to go from \$60 per weekly clean to \$75 per clean to cover staff time.

Staff are recommending an increase in garbage pick-up for visitors with a facility reservation permit. Renters are to pack and take all garbage with them. Any refuse left behind for staff to collect will be charged to the facility renter for disposal services.

We are recommending that the fees schedule include the existing fill fee of \$3.50 per cubic meter for the Storoshchuk Pit restoration project. As part of our restoration plan for this site, we provide for the placement of excess soil on this land to return the site to its normal state.

A new outside summer camp fee is being proposed for summer camp rental of the Purple Woods Heritage Hall. This fee is proposed to be set at \$600 per day plus \$150 per clean.

Education Program Fees

Staff are introducing a few new programs and recommend the following fees:

1. Watershed Wishes is a new program for 2024. Children can learn about the importance of their watershed through their actions. The recommended fee is \$150.00 per class (2 classes minimum, 30 students maximum per class).
2. Summer Onsite Program – organized summer camp programs have requested staff provide outdoor education programs to their camps when visiting Conservation Areas. Staff are recommending that a 1-hour program be provided for \$150.00 per program.
3. Outreach Organized Community Events – staff are recommending a fee of \$5 per adult and \$2.50 for children 12 and under for programs provided under community events. These fees will help offset light refreshments/snacks that are provided during these events.

GIS Services/ Watershed Information & Services

We are recommending an increase for analysis of Technical Staff time, from \$100 to \$113 as we determined that the fees should be subject to HST.

Regulation & Planning Services

On November 17, 2015, the Board approved Resolution #113/15 endorsing the principle of an annual inflationary increase for planning and regulation services fee schedules. Consistent with this direction, staff have prepared revised fee schedules for Regulation & Planning Services based on a 4% increase to these fees for 2024. This proposed annual inflationary increase is proposed and based on the current consumer price index inflation rate.

RECOMMENDATION:

THAT the Proposed Fees for Services & Programs, as outlined in Attachments 1, 2 and 3 be adopted, effective January 1, 2024.

ATTACH.

RC/bb
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2024 Proposed Fees - Services & Programs - Fees effective January 1, 2024

PROGRAM/SERVICES	2023 APPROVED		2024 PROPOSED		Notes (* Fee includes HST) (**Fee +HST)
CONSERVATION AREA/FACILITY FEES					
Vehicle/Parking Fee (LYSCA, HDCA, BWCA, LSCA, SGCA, ECA-except Area #5, PWCA)	\$6.00	Per day*	\$6.00	Per day*	
Vehicle Seasons Pass – All Areas	\$75.00	Per year*	\$75.00	Per year*	from date issued
Public Lock Key Deposit	\$20.00	Per group*	\$20.00	Per group*	
Enniskillen Building (Education Centre) – Russ Powell Nature Centre	\$250.00	Per day/use*	\$250.00	Per day/use*	includes kitchen use and hydro - maximum 70 ppl
Enniskillen Building (Education Centre) – Russ Powell Nature Centre - Summer Camp	\$250.00	Per day/use*	\$250.00	Per day/use*	includes kitchen use and hydro - maximum 50 campers
Enniskillen Building Russ Powell Nature Centre Cleaning Fee –Outside-Summer Camp	\$60.00	Per weekly clean*	\$75.00	Per weekly clean*	
Enniskillen Building/Education Centre Russ Powell Nature Centre – Outside Summer Camp	\$5.00	Per day/camper*	\$5.00	Per day/camper*	includes kitchen use, hydro, parking includes min. 50 campers; this rate is charged over 50
Enniskillen Nature Nook Fee – Outside Summer Camp Rental	\$25.00	per day*	\$25.00	per day*	Free to school groups that book full day
Picnic Area – (sheltered) – Outside Summer Camp	\$5.00	Per day/camper*	\$5.00	Per day/camper*	includes hydro, parking includes min. 20 campers; this rate is charged over 20
Picnic Area – non-sheltered (HDCA, ECA)	\$60.00	Per day*	\$60.00	Per day*	parking additional
Picnic Area – sheltered (HDCA, ECA)	\$90.00	Per day*	\$90.00	Per day*	parking additional, hydro additional (if required \$25)
Special Event Minor – Less than 50 people (ie. Wedding, Memorial)	\$300.00	Per day*	\$300.00	Per day*	area preparation, parking included
Special Event Major - 50 to 100 people	\$600.00	Per day*	\$600.00	Per day*	area preparation, parking included
All Areas Fee (over 250 people) – DAY USE ONLY	\$300.00	Per event*	\$300.00	Per event*	Parking additional (hydro included)
Garbage Pick-Up Fee	\$20.00	Per bag*	\$25.00	Per bag*	if garbage is left behind
Professional Photography Fee (wedding, graduation, etc.)	\$50.00	Per hour*	\$50.00	Per hour*	For professionals selling or offering an item or service as a business or enterprise.
Memorial Bench	\$950.00	Per bench*	\$950.00	Per bench*	Placement of memorial benches within CLOCA CA's
Commemorative Brick	\$100.00	Per brick*	\$100.00	Per brick*	Placement of personalized brick at PWCA
Filming Fees (damage deposit may be required – negotiable)	\$1600.00	Per film day (+HST)	\$1600.00	Per film day (+HST)	Additional fees may be applied (i.e., parking lots/cleaning etc.)
- Prep and Wrap Days	\$500.00	Per day (+HST)	\$500.00	Per day (+HST)	Additional fees may be applied (i.e., parking lots/cleaning etc.)
- Staff requested to be on site	\$100.00	Per hour/staff*	\$100.00	Per hour/staff*	
Storoshchuk Pit Filling Fee			\$3.50	Per cubic meter***	
Heritage Hall Rental Fees: Monday to Friday	\$800.00	Per day*	\$800.00	Per day*	Approved Management Plan usage only
Saturday to Sunday	\$1100.00	Per day*	\$1100.00	Per day*	Approved Management Plan usage only
- Heritage Hall Kitchen only	\$150.00	Per day*	\$150.00	Per day*	
- Heritage Hall - Summer Camp			\$600.00	Per day*	
- Heritage Hall - Clearing Fee			\$150.00	Per clean*	
- Building Access Washrooms – Monday to Friday	\$250.00	Per day*	\$250.00	Per day*	
- Building Access Washrooms – Saturday or Sunday	\$350.00	Per day*	\$350.00	Per day*	
- Damage Deposit	\$500.00	Per day	\$500.00	Per day	
- Additional on-site staff visits	\$200.00	Per visit*	\$200.00	Per visit*	Over the initial viewing, opening/closing staff visits, which are included.
MAPLE SYRUP FESTIVAL					
2023 APPROVED (last approval)					
Entrance Fee Online (Purple Woods)	\$8.00	Per person*	\$8.00	Per person*	Children 2 & under are free
Entrance Fee On-site (Purple Woods)	\$11.00	Per person*	\$11.00	Per person*	Children 2 & under are free
MAPLE SYRUP 4 litres	\$80.00	each	\$80.00	Each	
2 litres	\$45.00	each	\$45.00	Each	
1 litre	\$25.00	each	\$25.00	Each	
½ litre	\$15.00	each	\$15.00	Each	
¼ litre	\$10.00	each	\$10.00	Each	

2024 Proposed Fees - Services & Programs - Fees effective January 1, 2024

PROGRAM/SERVICES	2023 APPROVED		2024 PROPOSED		Notes (Fees include HST)
EDUCATION PROGRAM FEES - includes entrance fee					**Fee + HST (for high school/adult education programs)
Outdoor Classroom Environmental Education School Tour – full day program (HDCA/ECA/LYSCA/PWCA)	\$15.00	Per student**	\$15.00	Per student**	min. \$200.00
Outdoor Classroom Environmental Education School Tour – ½ day program (HDCA/ECA/LYSCA/PWCA)	\$8.75	Per student**	\$8.75	Per student**	min. \$130.00 (15 students minimum)
Outdoor Classroom Environmental Education School Tour – Adult Volunteer more than recommended volunteer/student ratio	\$3.00	Per adult**	\$3.00	Per adult**	
Nature Nook (with ½ day booking)	\$25.00	Per booking	\$25.00	Per booking	Use of the Nature Nook with ½ day program (Free for use at lunch with a full day program)
School Booking with ½ day program (additional use of picnic shelter)	\$25.00	Per booking**	\$25.00	Per booking**	Use of the picnic shelter with ½ day program
Watershed Wishes – 1 hour per class			\$150	Per class**	2 classes minimum (30 students maximum per class)
Maple Syrup Tour – Adult Volunteer more than recommended volunteer/student ratio	\$2.00	Per adult**	\$3.00	Per adult**	
Maple Syrup Tour – 1 hour (PWCA) with Pancake meal	\$8.00	Per person**	\$9.00	Per student**	1-hour tour + small pancake meal
Maple Syrup Tour – 1 hour (PWCA) without Pancake meal	\$4.00	Per person**	\$4.00	Per student**	1-hour tour only
In-School “In Your Backyard Program”	\$150.00	Per class**		Per class**	1-hour tour (Max 30 students)
Other Group Tours	\$5.00	Per student**	\$8.75	Per student**	1.5-hour tour (Minimum fee \$130.00) (Scouts, Guides)
Online School Program	\$75.00	Per class**	\$75.00	Per class**	3 class (90 students) maximum
Outdoor Classroom Environmental Education School Tour Cancellation Fee	\$75.00	Per booking**	\$75.00	Per booking**	No charge if minimum 2 weeks notice provided or if another date is selected
Durham Children’s Watershed Festival (DCWF) Student	\$12.50	Per student*	\$12.50	Per student*	includes bus
DCWF Cancellation Fee	\$75.00	Per class**	\$75.00	Per class**	Received 13 working days prior to event
Specialist High Skills Major (SHSM) Program – New 3 hour program	\$35.00	per student	\$35.00	per student**	3-hour program (Minimum \$560)
Summer Onsite Program			\$150.00	Per program**	1-hour program
Outreach Organized Community Events			\$5.00	Per adult**	Events outside normal business hours
			\$2.50	Per child	Children 12 years of age and younger
ADMINISTRATION FEES					
Black & White Photocopies	\$0.25	Each*	\$0.25	Each*	
Colour Photocopies	\$1.00	Each*	\$1.00	Each*	
Compact Discs	\$10.00	Each*	\$10.00	Each*	
Special Board Meeting	\$1,000.00	Per meeting*	\$1,000.00	Per meeting*	
Administration/Cancellation/NSF Cheque Fee	\$25.00	Each*	\$25.00	Each*	
Reports - All Reports	\$20.00	Minimum*	\$20.00	Minimum*	Fee set at the discretion of staff
Report Lending Deposit	\$20.00	Each	\$20.00	Each	Deposit
GIS Services – Free for Municipal and Regional projects. For analysis requests, \$100 \$113 initial fee, plus \$100 \$113/hour, plus tertiary fee of \$20 \$23 per megabyte of digital information					
Digital Data Request	\$113.00	Initial fee*	\$113.00	Initial fee*	Initial handling fee to cover administrative time
Technical Staff Time: Processing Data Requests	\$113.00	Per hour*	\$113.00	Per hour*	Minimum one hour. Data prep and analysis
Watershed Information and Services					
Technical Staff Time (Natural Heritage, Engineering, Groundwater)	\$100.00	Per hour*	\$113.00	Per hour*	Minimum one hour. Data preparation and analysis
Shaping Watersheds Display/Exhibit (Reality Sandbox): half day	\$250.00	Half day*	\$250.00	Half day*	Includes staff time, set-up/take-down & travel within CLOCA Watershed; Travel costs extra outside CLOCA Watershed
full day	\$500.00	Full day*	\$500.00	Full day*	
Floodplain mapping	\$68.00	Per sheet*	\$68.00	Per sheet*	Per printed map sheet in colour
	\$45.00	Per PDF*	\$45.00	Per PDF*	Per PDF map sheet
Floodplain Modeling Package (HEC-RAS, VO2 Reports)	\$339.00	Per FP study*	\$339.00	Per FP study*	Per Floodplain (FP) Study
Geospatial Data Fee	\$23.00	Per megabyte*	\$23.00	Per megabyte*	Per megabyte of digital information
Municipal Freedom of Information/Protection of Privacy Act ~ Part IV - General s. 45 (1) Fees (effective Feb.1/06)					
(1) A Head shall require the person who makes a request for access to a record to pay fees in the amounts by the regulations for,					
a) the cost of every hour of manual search required to locate a record					
b) computer/other costs incurred in locating, retrieving, processing copying					
c) the cost of preparing the record for disclosure					
d) shipping costs					
e) any other costs in responding to a request for access to a record					

Permit Type	2023 Approved	2024 Proposed
Minor Permit A Very low risk related to natural hazard or natural heritage features, minor activities not requiring site visit or technical information. Generally, in areas where there are CLOCA approved intervening land uses between the regulated feature and the proposed development.	\$170	\$175
Minor Permit B Low risk of impact on natural hazard or natural features, no technical letter/plans/reports required (pools, sheds, decks, minor additions)	\$520	\$540
Standard Permit C Moderate hazard risk and/or potential impact on natural hazards or natural features. Applications generally require one technical letter/report/plan. Moderate scale: site total area generally under 5 hectares.	\$1,930 + (\$3,530/each technical report or set of drawings) + \$320/additional site visit or meeting for project facilitation or compliance monitoring	\$2,005 + (\$3,670/each technical report or set of drawings) + \$335/additional site visit or meeting for project facilitation or compliance monitoring
Major Permit D Complex applications or larger scale applications such as privately initiated servicing works for plans of subdivision. Works may include wet stormwater management ponds, watercourse crossings or erosion control works. Projects are within or adjacent to hazards and/or natural features requiring multiple site visits, compliance monitoring and the review of a package of technical report(s)/letter(s)/plan(s). Generally related to sites with a total area generally equal to or above 5 hectares.	\$3,850 + (\$3,530/each technical report or set of drawings) + \$320/additional site visit or meeting for project facilitation or compliance monitoring	\$4,005 + (\$3,670/each technical report or set of drawings) + \$335/additional site visit or meeting for project facilitation or compliance monitoring
Infrastructure Permit A Projects arising from a Class Environmental Assessment that are routine and small scale (i.e., culvert replacements/extensions, repair, or maintenance works)	\$1,930 + (\$3,530/each technical report or set of drawings) + \$320/additional site visit or meeting for project facilitation or compliance monitoring	\$2,005 + (\$3,670/each technical report or set of drawings) + \$335/additional site visit or meeting for project facilitation or compliance monitoring
Infrastructure Permit B Projects arising from an Individual Environmental Assessment or Class Environmental Assessment that are related to new or substantially modified existing infrastructure that are at a moderate or large scale (i.e., bridge replacements, new road alignments)	\$3,850 + (\$3,530/each technical report or set of drawings) + \$320/additional site visit or meeting for project facilitation or compliance monitoring	\$4,005 + (\$3,670/each technical report or set of drawings) + \$335/additional site visit or meeting for project facilitation or compliance monitoring
Section 28.0.1 Permit Projects arising from applications made under Section 28.0.1 of the Act.	\$7,700 + (\$3,530/each technical report or set of drawings)	\$8,010 + (\$3,70/each technical report or set of drawings)
Large Fill Application	\$3,850 + (\$2.05/m ³) + peer review/sampling deposit of \$12,930 + \$320/additional site visit or meeting for project facilitation or compliance monitoring	\$4,005 + (\$2.85/m ³) + peer review/sampling deposit of \$13,445 + \$335/additional site visit or meeting for project facilitation or compliance monitoring
Permit Revisions	50% of current fee for minor revisions (+technical report or drawing fee may be applicable)	
Violation Surcharge	2 times the current application fee	
Legal Inquiry/Archive File Information Request	\$385	\$400
Pre-application Analysis <ul style="list-style-type: none"> • Policy Guidance • Natural Heritage • Water Resources • Hydrogeology 	\$645 (without site visit) \$1,930 (analysis by one technical discipline) \$3,850 (analysis by more than one technical discipline)	\$670 (without site visit) \$2,005 (analysis by one technical discipline) \$4,005 (analysis by more than one technical discipline)
Peer Review		As determined by peer review consultant fees

Notes:

1. Permit applications for projects with concurrent Planning Act approvals will be assessed as a permit type A, B, C or D.
2. Permit application fees, with the exception of the Minor Permit A and Minor Permit B categories include one CLOCA staff site visit.
3. Peer review fee costs are to be borne by the applicant when a peer review is required pursuant to approved Policy and Procedural Document (sections 2.5, 4.3.1, and 7.3).

Application Type	2023 Approved	2024 Proposed
Minor Variance	\$900 (+\$3,530/technical report)	\$935 + (\$3,670/technical report)
Land Division/Severance	\$1,410 (+\$3,530/technical report) \$320 for Clearance Letter	\$1,465 + (\$3,670/technical report) \$335 for Clearance Letter
Zoning By-law Amendment	\$2,185 (+\$3,530/technical report)	\$2,270 + (\$3,670/technical report)
Lifting of Part Lot Control	\$1,410 (+\$3,530/technical report)	\$1,465 + (\$3,670/technical report)
Site Plan or comparable condominium application	\$2,185 (+\$3,530/technical report)	\$2,270 + (\$3,670/technical report)
Site Plan comparable to a draft plan of subdivision	\$15,560 (+\$3,530/technical report)	\$16,180 + (\$3,670/technical report)
Official Plan Amendment	\$2,185 (+\$3,530/technical report)	\$2,270 + (\$3,670/technical report)
Complex Official Plan Amendment (e.g. Golf Courses or Aggregate Extraction Uses)	\$15,560 (+\$3,530/technical report)	\$16,180 + (\$3,670/technical report)
Subdivision or comparable condominium application	\$15,560 (+\$2,185 or \$4,175/ha) \$3,850 for Clearance Letter \$1,930 for Clearance Letter related to Additional Phases	\$16,180 + (\$2,270 or \$4,430/ha) \$4,005 for Clearance Letter \$2,005 for Clearance Letter related to Additional Phases
Master Environmental Servicing Plan, Subwatershed Plan or equivalent	25 ha or less base fee of \$12,945 Greater than 25 ha base fee of \$25,680 Additional charge of \$653 per hectare	25 ha or less base fee of \$13,460 Greater than 25 ha base fee of \$26,705 Additional charge of \$680 per hectare
Individual Environmental Assessment	\$8,025 to \$19,900 plus applicable permit fees. Subject to negotiation based on anticipated complexity, scale of works and staff effort required	\$8,345 to \$20,695 plus applicable permit fees. Subject to negotiation based on anticipated complexity, scale of works and staff effort required
Schedule B or C Class Environmental Assessment not within an area subject to Ontario Regulation 42/06	\$3,315	\$3,445
Schedule B Class Environmental Assessment	\$5,350 plus applicable Infrastructure Permit fee.	\$5,565 plus applicable Infrastructure Permit fee.
Schedule C Class Environmental Assessment	\$8,025 plus applicable Infrastructure Permit fee.	\$8,345 plus applicable Infrastructure Permit fee.
Consultations regarding Review Requests for the Department of Fisheries and Oceans Canada	\$645	\$670
Pre-application Analysis Fee <ul style="list-style-type: none"> • Policy Guidance • Natural Heritage • Water Resources • Hydrogeology 	\$645 (without site visit) \$1,930 (analysis by one technical discipline) \$3,850 (analysis by more than one technical discipline)	\$670 (without site visit) \$2,005 (analysis by one technical discipline) \$4,005 (analysis by more than one technical discipline)
Peer Review		As determined by peer review consultant fees

Notes:

- Subdivision applications within areas subject to prior Master Environmental Servicing Plan or equivalent study prepared to the satisfaction of CLOCA will be charged the ~~\$2,185~~ **\$2,270** per hectare fee. For clarity, the review of Master Environmental Servicing Plans or equivalent study is billed separately from the review of Subdivision applications.
- Plans of Subdivision/Condominium:
 - Major re-submissions and major revisions will be surcharged at ~~\$7,060~~ **\$7,340**
 - Per hectare fees will be invoiced 50% at draft approval prior to the issuance of conditions to draft plan approval and 50% at final approval prior to the issuance of a clearance letter. Clearance letter fees also apply.
 - Except for Master Environmental Servicing Plans, Subwatershed Plans or equivalent study, Planning Act applications under concurrent review will be subject to only the higher of the applicable application fee – not the aggregate of multiple fees.
- A ~~\$128,190~~ **\$133,315** maximum billable fee applies for Plans of Subdivision, Master Environmental Servicing Plans, Subwatershed Plans or equivalent reviews. Fees more than ~~\$128,190~~ **\$133,315** for these reviews are subject to negotiation with CLOCA based on the application complexity and CLOCA resources required to review and comment and may include agreed upon mile-stone payments.
- Expedited External Review Voluntary Option may be available at the discretion of CLOCA staff. An additional Expedited External Review Fee will apply.
- Peer review fee costs are to be borne by the applicant when a peer review is required pursuant to approved Policy and Procedural Document (sections 2.5, 4.3.1, and 7.3).

Service Type	2023 Approved		2024 Proposed	
	MFTIP Eligible Acres	Base Fee Total ^{1,2}	MFTIP Eligible Acres	Base Fee Total ^{1,2}
Managed Forest Plan Preparation and Application Submission to Managed Forest Tax Incentive Program (MFTIP): Fee for service to private landowners who are eligible under the MFTIP. This service includes the inventory of eligible lands, preparation of a managed forest plan by CLOCA’s certified MFTIP Plan Approver, a meeting with the landowner to review the plan, and submission of the complete application to the MFTIP.	10-20	\$650 + HST	10-20	\$650 + HST
	21-30	\$700 + HST	21-30	\$700 + HST
	31-40	\$750 + HST	31-40	\$750 + HST
	41-50	\$800 + HST	41-50	\$800 + HST
	51-75	\$900 + HST	51-75	\$900 + HST
	76-100	\$1,000 + HST	76-100	\$1,000 + HST
	101-200	\$1,250 + HST	101-200	\$1,250 + HST
	201+	\$1,500 + HST	201+	\$1,500 + HST
Afforestation Tree Planting Service - Private Land Stewardship Program: Fee for service to private landowners who are eligible for afforestation tree planting services under the Forest Ontario 50 Million Tree Program (project must include a minimum of 500 trees in addition to other program requirements).	CLOCA will cover up to 80% of total costs of eligible projects through this program		CLOCA will cover up to 80% of total costs of eligible projects through this program	
	\$0.30/seedling ³ (site does not require full tending activities)		\$0.30/seedling ³ (site does not require full tending activities)	

Notes:

1. Base fee assumes 1 MFTIP plan compartment. Each additional compartment charged at \$50/compartment + HST for a new plan. 10-year renewal of a MFTIP plan originally authored by CLOCA staff is only charged the Base Fee Total.
2. Base fee assumes 1 complimentary site visit to initiate the project, 1 site visit with landowner to review completed plan. Additional site visits with the landowner charged at \$100/hour + HST per visit.
3. Base fee is subject to change in response to unexpected changes in Forest Ontario 50 Million Tree Program subsidies, industry changes in tree stock prices, and industry changes in tree planting contractor services.

REPORT

CENTRAL LAKE ONTARIO CONSERVATION AUTHORITY

DATE: November 21, 2023
FILE: AFNB51
S.R.: 5860-23
TO: Chair and Members, CLOCA Board of Directors
FROM: Rose Catulli, Director of Corporate Services
SUBJECT: **2024 Draft Budget and Levy Submission**

APPROVED BY C.A.O. 

The formulation of the 2024 draft budget involved the consideration of the current budget, programming requirements, alignment with CLOCA's Strategic Plan, the *Conservation Authorities Act*, and previous years budget direction guidelines from the Region of Durham. We expect the Region of Durham's approved guideline for CLOCA's 2024 Levy will be a maximum increase of 2.5%.

The recommended 2024 Draft Budget and Levy Submission does not meet the anticipated Region's guideline and is summarized as follows:

	2024	2023
Operating:		
General Levy	\$ 4,562,263	\$ 4,324,420
Children's Watershed Festival	57,984	56,570
Land Management Expenditures	\$ 85,000	\$ 85,000
	<u>4,705,247</u>	<u>4,465,990</u>
Special Funding:		
LiDAR 2024	80,000	
Sustainable Neighbourhood Action Plan (SNAP)	120,000	
Enniskillen CA & Russ Powell Nature Centre Entrance	120,000	
Land Acquisition (Long Sault CA)	685,910	314,500
Environmental Restoration Project (Year 5 of 5)		150,000
Enniskillen & Long Sault CA Washroom Facilities		130,000
Electric Vehicle Charging Stations		30,000
FHIMP Lynde Creek Floodplain Mapping		110,000
	<u>5,796,157</u>	<u>5,285,490</u>

CLOCA's 2024 draft operating budget reflects inflationary pressures and the addition of a full-time staff member to continue the environmental restoration program as outlined below:

Operating Budget Pressures

Inflation is commonly defined as the general increase in prices for goods and services in an economy over a period of time. The Consumer Price Index (CPI) is used as an indicator of the changes in consumer prices and is tracked and produced monthly by the Bank of Canada. The Bank of Canada aims to keep inflation close to 2 per cent annually; in September, the Consumer Price Index (CPI) rose 6.7% on a year-over-year basis. Annual inflationary increases generally increase the cost of doing business. The Authority's components of inflationary pressure include salaries & benefits, general insurance, utility bills, vehicle and equipment maintenance, fuel, materials and supplies, and contracted services.

The 2024 cost of living increase for staff salaries is budgeted at 1.50%. CLOCA continues to implement the 2019 salary compensation review. Employee health care benefit costs have increased 7.4% effective September 1, 2023, and an estimated budget increase of 5% effective September 1, 2024.

These are largely fixed cost increases that create challenges in preparing a balanced budget based on a static 2.5% levy increase. In order to balance the 2024 budget, CLOCA is requesting a 5.5% annual increase to the General Levy over the next two years.

Environmental Restoration Program

CLOCA staff have extensive knowledge about the natural features, functions, and conditions of our watersheds. CLOCA works continuously to monitor, assess, and report on watershed conditions, and this information informs other core CLOCA programs and is regularly shared with municipalities and the broader watershed community. This data and knowledge underpin much of CLOCA's watershed management programming, which is focused on protecting, preserving, and enhancing our watersheds for future generations. CLOCA's has been identifying restoration priorities based on this information for many years.

In 2019, Durham Region approved a 5-year special levy to support the Environmental Restoration Program and committed funding for a new Restoration Coordinator contract position and seed money for project implementation. The purpose of the 5-year funding commitment was to demonstrate the value of the program and justify a permanent staff position to deliver this program on an ongoing basis. Over the last 5 years, implementation of this Environmental Restoration Program led by a staff contract position has fulfilled several key strategic plan objectives, helping CLOCA advance goals and objectives established in our Watershed Plans, and will ultimately result in future improvements in watershed health.

Restoration, enhancement, and stewardship are an integral component of watershed management, as they help to sustain watershed health, protect important municipal infrastructure, and reduce risks associated with climate change including flooding, erosion, and temperature mitigation. CLOCA has already made considerable progress towards developing a robust stewardship and restoration program that will benefit private landowners and municipal partners alike, and respectively requests continued support from Durham Region for this critical watershed management program. The 2024 draft budget moves the 5-year annual special levy funding into CLOCA's general levy to allow for the retention of a full-time staff member to continue to deliver this important program. Included in the general levy request are salaries and benefits (\$110k) along with operating expenses (\$20k) totaling \$130,000.

Revenue (Attachment 1):

On December 28, 2022, the Minister of Natural Resources and Forestry issued a "Minister's Direction" pursuant to Section 21.3 of the Conservation Authorities Act prohibiting any change in conservation authority-imposed fees between the period of January 1, 2023, to December 31, 2023, for plan review and regulation services. The Direction terminates December 31st of this year and to date, the Minister has not issued a similar Direction for 2024, and as a result the CLOCA Board of Directors is free to ensure that revised fees come into effect at the beginning of 2024.

The 2024 plan review and regulation fee schedules are intended to support and build our staff capacity to maintain service standards for streamlined development review. Property Inquiry Fees have decreased during 2023. Changes in the real estate market have decreased the volume of due diligence requests for property in the watershed.

Staff will continue to leverage our cost recovery fee schedules to ensure that we respond to the increased demands for our services with the high levels of growth in the CLOCA watershed.

The 2024 budgeted reserve transfers include \$635 of GIC interest for the Schillings investment, (\$40k) from the Forestry Reserve to manage hazard tree removal and a transfer of (\$31,450) for the Roger's Property. The net result for 2024 is \$70,815.

Pay & Display revenue generated at our conservation areas surged during the pandemic. Parking revenues have decreased during 2023 lower than pre-COVID levels. As such, parking revenue has been adjusted for 2024. Season pass revenue for our annual parking passes had been increasing over the last two years but have leveled to reflect the increased volume over the last 2 years.

Facility rental fees include an additional \$30k for the rental of the Heritage Hall during the 2024 summer months.

Attachment 1 illustrates the 2024 anticipated revenue at 11% that would be needed to balance the budget.

Cost and Expenditures (Attachment 2):

Salaries and wages budgeted for 2024 assume that a full compliment of seasonal staff will be employed during the Purple Woods Maple Syrup Festival and for the summer field operations. We were unsuccessful in our 2023 application for the Canada Summer Jobs Grant resulting in unrealized revenue totalling \$25k. CLOCA will continue to apply for the Federal Canada Summer Jobs Grants but has not included the Federal Grant revenue in the 2024 budget.

Special project expenses were recorded and completed during 2023 for the Robinson & Tooley Flood Mitigation Study, and the RCB Integrated Monitoring System, as such the corresponding expense accounts have been adjusted accordingly for 2024.

Bank charges continue to increase annually. Bank charges include fees for pay and display debit & credit card transactions, annual parking pass purchases, PWMSF purchases during the festival, and planning & regulation payment fees.

Busing costs for the Durham Children’s Groundwater Festival are significantly higher and the 2024 budget has been adjusted to reflect the increasing costs.

In accordance with the Conservation Authorities Act, the following chart illustrates CLOCA’s 2024 budgeted expenditures by category:

	2023 Approved Budget	2024 Proposed Budget				Total Change +/-
		Category 1	Category 2	Category 3	Total	
Corporate Services	2,144,745	2,158,110	73,600		2,231,710	86,965
Watershed Management	1,733,745	1,035,840	81,200	462,510	1,579,550	- 154,195
Environmental Plan Review & Regulation Services	2,113,140	1,660,176	549,164		2,209,340	96,200
CA Land Management	1,602,400	1,551,400		59,380	1,610,780	8,380
Community Services/Education	562,330	22,275		545,355	567,630	5,300
Oak Ridges Moraine Groundwater Program (ORMGP)	1,008,150		1,027,150		1,027,150	19,000
Vehicle & Equipment	178,200	246,400			246,400	68,200
Total	9,342,710	6,674,201	1,731,114	1,067,245	9,472,560	1.39%

Savings

Staff will continue to look for efficiencies and costs savings to support the 2024 budget as well as have discussions with the Region to ensure that their levy guidelines sustain our program operational needs. Staff will continue to pursue applications for grant funding for eligible programs, and alternative funding sources. The 2024 budget process includes ongoing savings and careful workforce management. Ongoing savings include use of the Durham Purchasing Co-operative and the Provincial Vendor of Record, gapping of staff positions, promoting from within where appropriate, reduction in building and office cost through hybrid working arrangement, and deferral of EV fleet vehicle purchase.

Staff is continually looking for funding partnerships while utilizing current resources both effectively and efficiently. It is important that the increase in levy continues to meet these demands while trying to balance the various guidelines from the Region.

Special Levy Funding Submission (Attachment 3)

Three Special Levy Funding Project are included in the 2024 budget submission to the Region: LiDAR 2024, Sustainable Neighbourhood Action Plan (SNAP) and the Enniskillen Conservation Area & Russ Powell Nature Centre entrance improvements.

Attachment 3 provides details of the funding requests.

A final budget report will be brought forward in 2024 to the Board once CLOCA approves the 2024 fee schedule and the Region has approved the General Levy and Special Capital requests.

Conclusion

CLOCAs draft 2024 budget and Levy submission has been prepared in accordance with the budgetary processes set out in O. Reg. 402/22: “Budget and Apportionment”. The budget reflects CLOCA’s inventory of programs and services approved by the

Board of Directors in February 2022. An 11% increase to our base general levy is required to ensure sustainable service levels, the delivery on provincial mandated programs and municipal partner priorities and ongoing investment in programs that support CLOCA's Strategic Plan. Following discussions with Regional Finance staff, we are recommending a 5.5% increase for 2024 and anticipate another 5.5% in 2025 rather than an 11% increase in one year.

RECOMMENDATION:

THAT the 2024 Draft Operating Levy Submission and Special Municipal Land Management Levy Submission totalling \$4,705,247, the Special Funding Request for the LiDAR 2024 acquisition totalling \$80,000, the Sustainable Neighbourhood Action Plan (SNAP) totalling \$120,000 and the Enniskillen Conservation Area & Russ Powell Nature Centre Entrance Improvements totalling \$120,000 be approved for circulation to the Region of Durham.

ATTACH.

RC/bb
s:\reports\2023\sr5860_23.docx

Central Lake Ontario Conservation Authority						
	2024	2023		Budget	2023	2022
	Budget	Budget	% Change	Variance	Actual	Actual
				Note	31-Oct-23	
Revenue						
General Levy	4,865,710	4,380,988	11.06%	A	2,190,495	4,274,135
Durham Region Special Land Management Levy	85,000	85,000	0.00%		42,500	85,000
Municipal Special Levy	1,090,910	734,500	48.52%	B	312,878	796,467
MNRF Transfer Payment	64,445	64,445	0.00%		64,445	64,445
Federal Grants	1,168,860	189,065	518.23%	C	-	123,130
Provincial Grants	-	50,000	-100.00%	D	43,618	176,182
Other Revenue	235,000	804,300	-70.78%	E	672,420	1,239,503
Other Revenue - ORMGP	900,000	875,000	2.86%		925,156	897,401
Other Grants	-	-	0.00%		121,000	51,000
Reserve Transfer	70,815	207,565	-65.88%	F	-	(65,679)
Deferred Revenue	43,850	86,850	-49.51%	G	22,866	(32,652)
Interest Earned	130,000	135,075	-3.76%		145,128	120,437
Administrative Services	56,000	50,000	12.00%		37,500	44,750
Maple Syrup Sales	45,000	45,000	0.00%		46,454	13,335
Maple Syrup Sales - Office	4,000	4,000	0.00%		3,577	4,291
Maple Syrup Tours	7,000	7,000	0.00%		7,334	-
Merchandise Sales	18,000	18,000	0.00%		17,359	4,202
Gate Fees PWMSF	72,000	72,000	0.00%		72,187	-
Pancake Sales	52,000	52,185	-0.35%		56,283	-
Pay & Display Parking	140,000	157,000	-10.83%	H	118,284	169,313
Seasons Passes	100,000	100,000	0.00%		79,987	101,546
Donations	109,600	109,600	0.00%		91,610	62,438
Property Rental	72,085	72,085	0.00%		66,572	72,566
Facility Rental Fees	59,000	29,000	103.45%	I	38,879	26,526
Commercial Rent Signs	7,200	7,200	0.00%		7,233	7,233
Education Fees	40,000	50,000	-20.00%	J	62,577	7,553
Map Sales	10,000	10,000	0.00%		7,516	12,010
Property Inquiry Fee	15,000	30,000	-50.00%	K	13,860	29,260
Website/Portal Access Fees	80,000	80,000	0.00%		97,105	77,184
Regulations 42/06 Permit	425,000	425,000	0.00%		614,770	508,018
Plan Review Fees	1,000,000	1,000,000	0.00%		847,148	898,007
Fill Sites Large Application Fees	-	-	0.00%		37,555	-
Rental Recovery	156,850	156,850	0.00%		131,760	147,312
	11,123,325	10,087,708			6,995,513	9,914,913

Budget Variance Notes

A	General Levy	In order to balance the 2024 budget, CLOCA is requesting a 5.5% annual increase to the General Levy over the next two years. The shortfall in 2024 will be funded by working capital and/or reserve transfers.
B	Municipal Special Levy	The 2024 Municipal Special Levy includes funding requests for the Long Sault land acquisition (\$686k), the LiDAR 2024 project (\$80k), the Sustainable Neighbourhood Action Plan (SNAP) (\$130k) and the Enniskillen CA & Russ Powell Nature Centre Entrance Improvements (\$120k).
C	Grants - Federal	The 2024 preliminary budget includes \$80k for the LiDAR 2024 project, \$60k for the CSRF Digital Transformation Project and \$1.028M for the Long Sault CA land acquisition. CLOCA was not approved for the 2023 Canada Summer Jobs Grant and as such has not been included in the 2024 preliminary budget.
D	Grants - Provincial	Provincial Grants is zero in 2024; funding in 2023 included \$50k from Forest Ontario.
E	Other Revenue	2023 Other Revenue included \$452k from Conservation Ontario from Environment & Climate Change Canada – Conserving Nature Transfer Payment Program for the purchase of the Craig Tract, \$73k from the Municipality of Clarington for the Robinson & Tooley Flood Mitigation Study.
F	Reserve Transfer	2023 Reserve Account transfers included the budgeted transfer for the completion of capital projects at the Enniskillen CA (\$82k), the Lyde Shores CA (\$40k), and Stephen's Gulch CA (\$25k). 2024 Reserve Transfers include \$635 of GIC interest for the Schillings investment, (\$40k) from the Forestry Reserve to manage hazard tree removal and a transfer of \$31,450 for the Roger's Property. The net result for 2024 is \$70,815.
G	Deferred Revenue	Included in the 2023 budget is the transfer of \$55,740 for the completion of the integrated monitoring system with funds from RBC.
H	Pay & Display Parking Revenue Accounts	Pay & Display revenue surged during the pandemic. Parking revenues have decreased during 2023 lower than pre-COVID levels. As such, parking revenue has been adjusted slightly for 2024.
I	Facility Rental Fees	2024 budgeted facility rental fees include \$30k for the summer rental of the Heritage Hall by the YWCA.
J	Education Fees	2024 Education Fees have been adjusted to reflect YTD 2023 actual revenue. The Durham Children's Groundwater Festival has been reduced from 5 days to 4 days.
K	Property Inquiry Fees	Changes in the real estate market have decreased the volume of due diligence requests for property in the watershed.

	2024	2023		Budget	2023	2022
	Budget	Budget	% Change	Variance	Actual	Actual
Cost and Expenditures				Note		
Salaries & Wages	5,207,000	4,967,800	4.82%		3,572,904	4,551,391
Wages Seasonal (PW Maple Syrup Festival)	14,300	15,000	-4.67%		13,400	-
Wages Special Employment (Summer Students)	161,300	171,900	-6.17%		163,325	112,279
Benefits	1,441,600	1,335,700	7.93%		1,033,688	1,163,744
Future Benefit Expense	3,300	3,300	0.00%		-	-
Office Supplies	2,000	2,000	0.00%		1,903	1,534
Staff Mileage	9,050	9,550	-5.24%		5,473	4,623
Administration Expense	53,000	50,000	6.00%		37,500	44,750
Course Registration	56,100	56,600	-0.88%		35,405	26,639
Members Per Diems	8,500	8,500	0.00%		5,425	7,400
ACAO Levy	37,000	35,550	4.08%		35,548	34,059
Postage	3,350	3,300	1.52%		4,001	3,926
Materials & Supplies	116,550	147,725	-21.10%	L	101,813	222,598
Publications & Subscriptions	42,580	53,080	-19.78%	M	34,734	42,834
Printing	3,500	3,500	0.00%		2,503	2,713
Software	92,000	91,100	0.99%		70,451	87,473
Services	612,550	802,645	-23.68%	N	558,170	531,722
Fuel	44,215	44,215	0.00%		29,962	38,404
Promotion	1,965	1,965	0.00%		-	2,796
Transportation	15,000	7,500	100.00%	O	29,728	-
Small Tools	2,000	2,000	0.00%		996	2,260
Water Sample Testing	36,700	36,700	0.00%		23,737	30,029
Uniform Purchases	9,400	8,700	8.05%		6,079	6,642
Telephone	15,750	15,750	0.00%		11,612	14,903
Hydro	35,100	34,700	1.15%		22,101	27,996
Alarm	4,175	4,175	0.00%		3,312	4,576
Water	4,000	4,000	0.00%		2,576	3,885
Gas	14,500	14,500	0.00%		10,965	11,993
Cellular	20,240	20,100	0.70%		13,596	19,287
Travel	5,750	5,450	5.50%		5,990	3,858
Property Taxes	62,975	63,150	-0.28%		51,761	52,534
Insurance	171,260	168,845	1.43%		166,552	168,260
Legal Fees	175,000	175,000	0.00%		391,099	239,484
Audit Fees	46,500	44,500	4.49%		(6,425)	39,633
Bank Service Charges	26,400	23,350	13.06%	P	21,684	23,754
Licence	2,250	2,250	0.00%		968	2,163
Land Acquisition	1,714,765	745,000	130.17%	Q	745,000	1,184,070
Permit/Approval Fees	-	-	0.00%		-	300
Donation	20,000	20,000	0.00%		4,200	200
Payroll Processing Fees	8,700	8,700	0.00%		6,767	8,202
Pay & Display Software Monitoring Fees	6,550	6,550	0.00%		5,292	6,482
Office Services	16,600	16,600	0.00%		-	16,600
Purchases for Resale	14,000	14,000	0.00%		13,678	3,175
Equipment	509,000	641,040	-20.60%	R	289,799	664,234
Vehicle Purchases	75,000	-	#DIV/0!	S	-	74,039
Equipment Rental	14,000	14,000	0.00%		13,309	14,382
Vehicle Rental	9,000	9,000	0.00%		7,969	5,755
Vehicle Recovery	144,000	144,600	-0.41%		120,593	138,238
Equipment Recovery	12,750	12,250	4.08%		11,106	9,062
Bulk for Resale	7,600	7,570	0.40%		7,606	(680)
Pancake Group Expenses	14,500	14,300	1.40%		14,301	-
	11,123,325	10,087,710			7,702,153	9,654,200
Surplus(Deficit) from Operations	(0)	(2)			(706,639)	260,713

Budget Variance Notes

L	Materials & Supplies	Additional materials and supplies were purchased in relation to special projects undertaken during 2023 for various projects in our CAs.
M	Publications & Subscriptions	An additional \$10k was budgeted for in 2023 for the GRCA Region of Durham Tree Planting project.
N	Services	An additional \$220k was budgeted in 2023 for the completion of the Lynde Creek Floodplain mapping project.
O	Transportation	Busing costs for the Durham Children's Groundwater Festival are significantly higher and the 2024 budget has been adjusted to reflect the increasing costs.
P	Bank Service Charges	Bank charges continue to increase annually. Bank charges include fees for pay and display debit & credit card transactions, annual parking pass purchases, PWMSF purchases during the festival, and planning & regulation payment fees.

Q	Land Acquisition	The Craig Tract was acquired in 2023 with a purchase price of \$745k. The 2024 Budget includes the acquisition of additional property within the Long Sault CA .
R	Equipment	Additional equipment was budgeted for in 2023 with grant/regional funds for the following projects: RBC Integrated Monitoring Program (\$55k), Electric Vehicle Charging Station (\$60k), and the new washrooms at the Long Sault CA (\$65k).
S	Vehicle Purchases	Due to budget constraints in 2023, no vehicles were budgeted. Two replacement vehicles have been budgeted in 2024.

Sustainable Neighbourhood Action Plan Pilot Project (SNAP)

The conservation, restoration and enhancement of natural resources and climate resiliency is a priority for CLOCA and our municipal partners. For many years we developed environmental standards to ensure new development address this priority. However, there are older neighbourhoods within our watershed that were developed prior to today's environmental and climate resilient standards. CLOCA proposes to partner with the Town of Whitby to deliver a pilot project Sustainable Neighbourhood Action Plan (SNAP) to improve the local environment on a neighbourhood scale.

Working with local stakeholders, including residents, businesses, groups, SNAP works to advance resilience at the neighbourhood scale, where implementation ultimately happens. The SNAP seeks to develop action plans to improve the local environment on the neighbourhood scale and build resiliency against climate change by greening local infrastructure and encouraging positive behaviour changes among residents. Potential actions include naturalized landscaping, rain harvesting, pervious surface retrofits and energy use modifications. SNAP will also help Durham Region deliver on municipal commitments outlined in the Durham Climate Change Action Plan, Durham Community Climate Adaptation Plan, and the Durham Community Energy Plan.

CLOCA has existing planning tools, data, a range of relevant technical experts to draw on, and the necessary internal infrastructure to support this type of program; however, this new program requires CLOCA to bring on a new dedicated SNAP coordinator to develop and deliver the program in partnership with our municipal partners.

At the September 19, 2023, CLOCA Board meeting the following motion was approved:

Res. #57 Moved by R. Mulcahy Seconded by B. Garrod

THAT the delivery of a SNAP pilot project in the Town of Whitby, as outlined in the staff report, be endorsed; and THAT continued discussions with watershed municipalities and other neighbourhood partners towards the development and implementation of a SNAP program be endorsed.

CARRIED

For this case pilot project, the Town of Whitby has allocated funding for the development of the SNAP pilot project. Additional funds are required to undertake this important program. The experience and knowledge gained from this pilot project can be leveraged to other municipal partners within our watershed.

LiDAR Mapping Acquisition - National Adaptation Strategy and Hydrologic Prediction and Innovation Program

The proposed funding application under the National Adaptation Strategy and Hydrologic Prediction and Innovation Program for acquisition of base mapping for the CLOCA watershed is detailed below. The base mapping will provide multiple uses and especially benefit CLOCA floodplain mapping programs.

Light Detection and Ranging (LiDAR), is a surveying method that uses pulses of laser light to produce an image of the ground surface. Aircraft mounted with LiDAR scanners fly over the area to be mapped, and as the pulses of light reflect from objects on the ground, the image of the earth surface is created. The topographic image provides ground elevation data that is generally accurate to within 0.1 metres. The topographic mapping provides an appropriate base for floodplain analysis and mapping. The lidar mapping will also be utilized in planning and regulation and natural heritage programs and can be shared with our municipal partners.

CLOCA currently has LiDAR mapping from 2017 Ontario Ministry of Agriculture and Rural Affairs for the Municipality of Clarington, and 2018 LiDAR mapping for the Oshawa and Whitby areas. With the completion of Highway 407 and urban expansion, these existing mapping products are missing important features for floodplain mapping updates.

CLOCA GIS staff have inquired with the vendor of LiDAR products and have determined the cost to complete mapping for the CLOCA watershed to be \$160,000 for the acquisition of the LiDAR data, and processing of the data to create the topographic base mapping. The acquisition would be completed in spring of 2024 during the period before tree's leaf-out, to enable better penetration and collection of ground elevation in forested areas.

CLOCA staff have applied to Environment and Climate Change Canada under the National Adaptation Strategy and Hydrologic Prediction and Innovation Program. If successful, the federal grant will be able to recover 50% of the project cost. If the application is not successful, the project will not proceed.

Enniskillen Conservation Area and Russ Powell Nature Centre Entrance

There are several issues with the current configuration of the Enniskillen Conservation Area entrance:

- Stormwater runoff currently flows from the existing roadway directly into the Enniskillen Pond, and results in road sediment and contaminant reaching the pond.
- The Nature Centre parking lot does not provide a good bus turnaround area for children using the facility.
- Conservation Area visitors frequently park at the Nature Centre instead of the visitor parking lot, leading to unnecessary additional traffic at the Centre and loss of revenue from the visitor pay-and-display parking.

A project is planned to improve the entrance roadway into the Enniskillen Conservation Area visitor parking lot and Nature Centre, and address the current issues:

- Shifting the entrance driveway away from the pond will provide opportunity to add a stormwater collection and filter system to treat stormwater before it reaches the pond.
- Creating a demarcated bus entrance, turning and exit lane will improve safety for vehicle operations and children drop-off/pick-up.
- A gated and signed entrance to the Nature Centre will inform and control visitor parking and ensure the Nature Centre parking lot is reserved for attendees of the Centre.

The project is estimated to cost approximately \$120,000 with CLOCA completing the survey and design work and contracting the construction.

DATE: November 21, 2023
FILE: ABDC1
S.R.: 5848-23
TO: Chair and Members, CLOCA Board of Directors
FROM: Chris Darling, Chief Administrative Officer
SUBJECT: 2024 Meeting Schedule – Board of Directors

APPROVED BY C.A.O. 

Outlined below is a list of meeting dates for the CLOCA Board of Directors for the calendar year 2024 (being the third Tuesday of each month, avoiding conflicts with statutory holidays that fall on Mondays).

**2024 MEETING SCHEDULE
BOARD OF DIRECTORS
5:00 P.M.**

Tuesday, January 16
*Tuesday, February 13
Tuesday, March 19
Tuesday, April 16
*Tuesday, May 14
Tuesday, June 18
Tuesday, July 16
Tuesday, September 17
*Tuesday, October 8
Tuesday, November 19
Tuesday, December 17 (tentative)

****Prior Tuesday meeting due to Monday being a statutory holiday***

RECOMMENDATION:

THAT the 2024 Meeting Schedule for Board of Directors be adopted.

REPORT

CENTRAL LAKE ONTARIO CONSERVATION AUTHORITY

DATE: November 21, 2023
FILE: ACCF2
S.R.: 5852-23
TO: Chair and Members, CLOCA Board of Directors
FROM: Chris Darling, Chief Administrative Officer
Lisa Hastings, Communications Specialist
SUBJECT: **CLOCA's new AODA-Compliant Website**

APPROVED BY C.A.O. 

The [Accessibility for Ontarians with Disabilities Act, 2005](#) (AODA) is intended to reduce and remove barriers for people with disabilities so that Ontario can become more accessible and inclusive for everyone. As a (not-for-profit) business comprised of 50+ employees, CLOCA's public website(s) and web content must meet Level A and AA requirements, other than live captions and pre-recorded audio descriptions.

In 2022, CLOCA entered into a contract with Socially Adept Solutions to update CLOCA's existing website to conform with the AODA compliance requirements. The website is comprised of over 100 pages (excluding the library content), so this undertaking took over a year to complete. The updated/new website was launched on Tuesday, October 24, 2023. As an additional means of digital accessibility for visitors to the CLOCA website, we added the UserWay web accessibility widget to the website—an AI-powered solution that automates website code's remediation, adapting to website visitor usage by providing instant accommodations for common disability profiles from vision impairments to dyslexia and more. The widget improves the website's user experience, constantly monitoring and fixing violations behind-the-scenes.

UserWay does not collect or store any user data and maintains the strictest compliance levels with Web Content Accessibility Guidelines. The widget improves the website's user experience, constantly monitoring and fixing violations behind-the-scenes and provides visitors flexibility and customization with user-triggered features. You'll note the UserWay widget in the lower right corner of the CLOCA website.

RECOMMENDATION:

THAT Staff Report #5852-23 be received for information.

DATE: November 21, 2023
FILE: APOA6
S.R.: 5853-23
TO: Chair and Members, CLOCA Board of Directors
FROM: Chris Darling, Chief Administrative Officer
SUBJECT: **Corporate Successional Policy**

APPROVED BY C.A.O. 

Successional planning is critical to ensure continuity of effective programs and services. With an aging population, the loss of key staff to retirements is a growing concern in many organizations including CLOCA.

In 2018, the Board approved a Successional Policy for the purpose of ensuring that we have a pool of potential internal successors able to compete for and fill key positions in the organization. The Policy, indicates that:

- supervisory staff will identify key potential vacant positions requiring successional planning;
- learning and development opportunities will be identified and provided to employees having an interest and potential to fill these positions should they become vacant;
- required training, development, coaching and mentoring for employees will be incorporated into their Performance Management Plan; and
- staff will report on the state of Successional Planning to the Board of Directors.

Since 2016, the number of employees over the age of 50 has consistently been in the range of 30%-35%. Currently, we remain within that same range as illustrated below.

Year 2023

CLOCA Department	# of staff over 50	Total # of Employees in the Department
CAO, Corporate Services & Communications	5	14
Engineering, Field Operations & Education	6	15
Planning & Regulation	2	9
Watershed Planning & Natural Heritage	2	8
YPDT Groundwater Program	3	5
Total	18	51

We have established a process through our annual staff performance evaluation, where we identify key positions requiring successional planning and offer training and professional development opportunities.

RECOMMENDATION:

THAT Staff Report #5853-23 be received for information.