



Township of South Frontenac  
Lake Ecosystem Advisory Committee  
Meeting Agenda



TIME: 6:00 PM,  
DATE: Thursday, December 7, 2023  
PLACE: Council Chambers/Virtual Via Zoom .

1. Call to Order
  - a) Resolution
2. Approval of the Agenda
  - a) Resolution
3. Conformation of Minutes
  - a) Resolution
4. Disclosure of Pecuniary Interest
5. Delegations
6. Briefings
7. Business
  - a) Annual Report on Projects 2 - 4
  - b) Lake Ecosystem Grant Policy Update 5 - 10
  - c) Forming a Lake Forum Subcommittee to get started on the 2024 forum
8. Motions
9. Notices of Motion
10. Correspondence
11. Questions of Clarity (from the public on outcome of agenda items)
12. Date of Next Meeting
  - a) Date of the next Lake Ecosystem Advisory Committee will be March 21, 2023 (to not interfere with the Easter weekend)
13. Adjournment
  - a) Resolution

[www.southfrontenac.net](http://www.southfrontenac.net)

Natural, Vibrant and Growing – A Progressive Rural Leader.

# Township of South Frontenac Staff Report

---



**To:** Lake Ecosystem Advisory Committee

**Prepared by:** Development Services Department

**Date of Meeting:** December 7, 2023

**Subject:** Lake Ecosystem Grant – Annual Report

## Summary

This report provides the Lake Ecosystem Advisory Committee with a summary of the projects completed with assistance from Lake Ecosystem Grants.

---

## Background

The Lake Ecosystem Grant program supports and encourages the preservation, restoration, monitoring and analysis of lake ecosystems within the Township. It places priority on projects that have the greatest positive impact on the health and welfare of lake ecosystems, with consideration of four objectives, which are to:

1. Reduce or limit diffuse or point source runoff primarily caused by human disturbance of the land
2. Create or increase buffer zones along the lakeshore and/or banks of creeks and streams that drain into the lake
3. Protect or enhance wildlife habitat
4. Enable or perform monitoring and/or inventories of the lake environment and its contributing watershed in order to fill knowledge gaps

The grant program funds projects up to \$10,000. On an exceptional basis, larger requests may be considered.

## Discussion

The Lake Ecosystem Grant Program was established in 2021. To date, the program has provided funding for twelve projects with grants totalling \$103,430.98.

The Township has received final reports on five of the projects. These projects are summarized below.

1. **Applicant:** Fourteen Island and Mink Lakes Watershed Association

**Grant Value:** \$10,000

**Project Summary:** A Scoped Dam Safety Assessment was prepared for the dam on Fourteen Island Lake. This study was required to be completed as part of the permitting process before structural repairs can be done to the dam. A second grant was awarded in 2023 to help fund the detailed engineering design for the repairs. A separate report will be provided when that project is complete. Also, the group are in discussion with Quinte Conservation about transferring long-term operation and maintenance of the dam.

**2. Applicant:** Inverary Lake Residents Association

**Grant Value:** \$4,153.98

**Project Summary:** No Wake signs were purchased and placed along the shores of Inverary Lake in order to promote slow boating and reduced wakes. An extensive shoreline assessment was conducted by Watersheds Canada through the “Love Your Lake” program. The association will receive reports on every property with respect to the health of the shoreline and recommendations on actions to improve the health of the lake ecosystem. They were approached by a few other local lake associations with questions about the program and are considering participating in the Love Your Lake program.

**3. Applicant:** Queen’s University Arnott Lab

**Grant Value:** \$8,274

**Project Summary:** Two Master’s students in the Arnott Lab at Queen’s University measured seasonal changes in conductivity in the nearshore and offshore of Verona Lake, Gould Lake and Sydenham Lake. A spike in conductivity may indicate an increase in road salt due to runoff. They also collected *Daphnia* (water fleas) for life history and toxicity experiments from Loughborough, Hambly, and Verona lakes. These results were used to examine variation in sensitivity to road salt, providing an indication of the scope for evolutionary adaptation in the region. They developed a partnership with Cataraqui Conservation, and met with Lake Partner Program volunteers at the 2022 Sydenham Lakes and Trails Day. They also presented their findings at the 2023 Lake Forum that was hosted by the Lake Ecosystem Advisory Committee.

**4. Applicant:** Queen’s University Biological Station

**Grant Value:** \$10,473

**Project Summary:** The project sampled and analyzed environmental DNA (eDNA) from 20 waterbodies in South Frontenac. This is a non-invasive method to assess aquatic species diversity. Early detection of aquatic invasive species in lake ecosystems (and upstream or downstream influences), combined with presence data of native species of conservation concern will provide a baseline inventory of these areas, create a new tool for real-time monitoring of local biodiversity, and may inform management and conservation in South Frontenac.

Fourteen individuals from South Frontenac and surrounding areas attended an event at the Elbow Lake Environmental Education Centre on October 27, 2022 to learn about how eDNA and drones can provide us with insights into the species in our lakes. This research and the public event inspired a local high school teacher to incorporate more of this work into an existing high school drone course offered at the local high school.

**5. Applicant:** Wolfe Lake Association

**Grant Value:** \$6,000

**Project Summary:** The Wolfe Lake Association actively engaged the public in a lead buy back program to help reduce lead fishing tackle in the environment and to raise community awareness of its dangers to aquatic wildlife. The “Let’s Get the Lead Out” program collected 210 pounds of lead in its first year. They created an impactful and recognizable logo, designed and printed public awareness literature, and designed and launched a comprehensive website. They promoted lead-free fishing by distributing sample bags at community events, annual general meetings, and as promotional draw prizes. Other area lake associations pledged support and helped raise awareness. Awareness signs were installed at several local boat launches. The program received broad exposure through various media outlets.

**Report Prepared By:**

Christine Woods, MCIP RPP, Senior Planner

**To:** Lake Ecosystem Advisory Committee

**Prepared by:** Development Services Department

**Date of Meeting:** December 7, 2023

**Subject:** **Lake Ecosystem Grant Policy Update**

## Summary

This report provides the Lake Ecosystem Advisory Committee with a summary of the Lake Ecosystem Grant Program, and invites proposed revisions to the program policy from the Committee.

---

## Background

The Lake Ecosystem Grant program was established in 2021. The program was modeled after the Township's successful Community Grant Program. The Lake Ecosystem Grant program supports and encourages the preservation, restoration, monitoring and analysis of lake ecosystems within the Township. It places priority on projects that have the greatest positive impact on the health and welfare of lake ecosystems, with consideration of four objectives, which are to:

1. Reduce or limit diffuse or point source runoff primarily caused by human disturbance of the land
2. Create or increase buffer zones along the lakeshore and/or banks of creeks and streams that drain into the lake
3. Protect or enhance wildlife habitat
4. Enable or perform monitoring and/or inventories of the lake environment and its contributing watershed in order to fill knowledge gaps

The grant program funds projects up to \$10,000. On an exceptional basis, larger requests may be considered.

The Lake Ecosystem Advisory Committee developed criteria for evaluating submissions (Attachment 1). These criteria relate to meeting grant program objectives; the project deliverables, workplan and feasibility; environmental benefits and challenges; and organization stability.

Submissions are reviewed by a subcommittee of the Committee, plus a non-voting Township staff member. Staff assist the subcommittee in reviewing the applications and

making a recommendation to the full Lake Ecosystem Advisory Committee, which would then recommend a list of grant recipients to Council for final approval, similar to the Community Grants and Private Lane Assistance Grants processes. There is supposed to be annual reporting to Council summarizing the results and key learnings from projects.

## Discussion

The Lake Ecosystem Grant Program Policy was established at the onset of the program. It needs to be reviewed based on the subcommittee's experience using the document and the types of applicants and applications received. The document should be updated before next year's application intake.

Some of the matters to be considered are:

### 1. Criteria for applicant eligibility

The grant program is intended to fund projects by non-profit organizations. Non-profit organization is defined as follows:

- is a community organization with an interest in lake ecosystems within the geographic boundaries of the Township of South Frontenac
- has the ability to show long-term sustainability through a robust volunteer base and stable financial governance
- receives less than 75% of its operating budget from government grants
- can demonstrate a long-term commitment to lake stewardship

Several grants were awarded to researchers at Queen's University, to larger organizations, and to small un-organized groups that did not completely meet the "non-profit organization" definition, but whose projects met the objectives of the program.

### 2. Subcommittee composition

The policy established a four-member subcommittee. This year, only three members volunteered to sit on this subcommittee. The members were actively engaged and completed a thorough review of the applications.

Staff welcome feedback on these matters, and any others that the Committee feels warrants review and revision in the Lake Ecosystem Grant Program Policy.

Attachment: 2021 Approved Lake Ecosystem Grant Program Policy

### Report Prepared By:

Christine Woods, MCIP RPP, Senior Planner

# Township of South Frontenac Lake Ecosystem Grant Program Policy

## 1. Purpose

This policy is to establish a grant process that supports and encourages the preservation, restoration, monitoring and analysis of lake ecosystems within the Township of South Frontenac.

## 2. Policy

The Township on a yearly basis will solicit applications from non-profit organizations for projects that support the purpose of this grant policy. The total amount available within a calendar year will be based on what has been set within the year's operating budget. Individual allocations to organizations will be based on a pre-determined structure. Being approved in one year does not guarantee funding in the following year.

## 3. Definitions

**Buffer zone:** A corridor of mostly undisturbed, permanently vegetated areas of land. They are transitional areas that reduce the impact of development and site alteration on adjacent natural features such as a lake.

**Lake ecosystem:** Lakes are inland bodies of water that lack any direct contact with an ocean. Lake ecosystems include living plants, animals and micro-organisms, as well as non-living physical (e.g. light, temperature and wind) and chemical reactions.

**Non-profit organization:**

- is a community organization with an interest in lake ecosystems within the geographic boundaries of the Township of South Frontenac
- has the ability to show long-term sustainability through a robust volunteer base and stable financial governance
- receives less than 75% of its operating budget from government grants
- can demonstrate a long-term commitment to lake stewardship

**Wildlife habitat:** means areas where plants, animals and other organisms live, and find adequate amounts of food, water, shelter and space needed to sustain their populations.

## 4. Guidelines

### a. Funding Priorities

Priority will be given to those projects that have the greatest positive impact on the health and welfare of lake ecosystems. Projects could impact an entire lake, but could also include another lake or other upstream or downstream components. Projects should incorporate one or more of the following objectives.

- A. Reduces or limits diffuse or point source runoff primarily caused by human disturbance of the land
- B. Creates or increases buffer zones along the lakeshore and/or banks of creeks and streams that drain into the lake
- C. Protects or enhances wildlife habitat
- D. Enables or performs monitoring and/or inventories of the lake environment and its contributing watershed in order to fill knowledge gaps

Projects that do not directly incorporate one or more of the above objectives will also be accepted for consideration.

### **b. Project Scope**

This grant program is designed to fund projects up to \$10,000. On an exceptional basis, larger requests will be considered. There is no minimum value for a project.

## **5. General Criteria for Grant Recipients and Submissions**

All grant recipients and their submissions must meet the following criteria.

1. Submissions must have a well-defined plan with measurable results and take place/be completed within 12 months of receiving the grant.
2. The organization must be able to fund 25% of the total project requirements.
3. Grant recipients will receive 75% of their allotted funds at the beginning of the project and the remainder upon receipt of the final report.
4. Submissions must incorporate an outreach component to educate the community and build awareness of the key learnings and results of the project.
5. Final reports from any previous year's funding must have been received in order to be considered for the current year.
6. Financial statements from the previous calendar year should be included with the applicant's Letter of Intent, along with a list of current officers.
7. Unspent funds must be returned to the Township following completion of the project.
8. Applicants cannot be in receipt of other program-specific Township funding.

## **6. Review Process**

All submissions will be reviewed by a four-member subcommittee composed of citizen representatives from the Lake Ecosystem Advisory Committee, plus a non-voting Township staff member. Three out of the four subcommittee members must be in agreement in order for a submission to be accepted. The submissions will be reviewed against a set of evaluation criteria.

The subcommittee will bring its recommendations to the Lake Ecosystem Advisory Committee for approval. Once this is completed, the list of proposed Grant Recipients and associated documentation will be submitted to Council for final approval.

## **7. Annual Reporting**

The Lake Ecosystem Advisory Committee will provide Council an annual report summarizing the results and key learnings of each project that received funding through the Lake Ecosystem Grant.

# Township of South Frontenac Lake Ecosystem Grant Program Project Evaluation

## Criteria

	Details	Weight
Grant Objectives	Project meets one or more of the Grant Objectives (i.e. runoff, buffer zone, wildlife habitat, monitoring).	20%
Project Deliverables, Work plan and Feasibility	Scope of project is defined by clear goals and activities. Work tasks and deliverables are clearly defined and are appropriate and achievable in the specified timelines. The proposal outlines how the project outputs, best practices and key learnings will be communicated to the public/target audience. "Funding provided by the Township of South Frontenac" is acknowledged. Project team has the knowledge and experience to complete the project. Adequate staff or volunteers to complete the project. Sufficient budgetary detail is provided. The project is cost effective.	35%
Environmental Benefits and Challenges	Proposal demonstrates how the lake ecosystem and/or community will directly benefit from the project.	25%
Organization Stability	The organization shows long-term sustainability through a robust volunteer base and stable financial governance. There is a demonstration of a long-term commitment to lake stewardship.	20%

## Scoring

- 4 – 5 Exceeds expectations
- 3 Meets expectations
- 1 – 2 Does not meet expectations