



NOTICE OF MEETING

DATE: November 23, 2023

TIME: 4:00 pm

LOCATION: Hybrid Meeting

AGENDA

MEETING:

BOARD OF DIRECTORS

MEMBERS:

Randy Barber, Bruce Buttar, Mark Lovshin, Vicki Mink, Miriam Mutton, Lance Nachoff, Tracy Richardson, Joan Stover, Willie Woo, Margaret Zwart

1. Welcome, Land Acknowledgement and Call to Order

Land Acknowledgement

The Ganaraska Region Conservation Authority respectfully acknowledges that the land on which we gather is situated within the traditional and treaty territory of the Mississauga's and Chippewa's of the Anishinabek, known today as the Williams Treaties First Nations. Our work on these lands acknowledges their resilience and their longstanding contribution to the area. We are thankful for the opportunity to live, learn and share with mutual respect and appreciation.

2. Disclosure of Pecuniary Interest
3. Minutes of Last Meeting – **October 19, 2023 – attached**
4. Adoption of the Agenda

5. Delegations:
None.
6. Presentations:
a) Ganaraska Forest Recreational Users Committee (RUC) Annual Report - **staff report attached**
7. Business Arising from Minutes:
a) 2024 Municipal Levy – **staff report attached**
8. Correspondence:
None.
9. Applications under Ontario Regulation 168/06:
Permits approved by Executive - **schedule attached**

Permit applications requiring Board of Directors discussion:
None
10. Committee Reports:
a) Ganaraska Forest Recreation Users Committee Minutes – November 2, 2023 - **attached**
11. New Business:
a) Ganaraska Forest Volunteer Update – **staff report attached**
12. Other Business:
a) Programs and Services Inventory – **staff report attached**
13. Public Question Period - **Agenda Items Only**
 - All questions are to be submitted the day before by 4:00 pm in advance of the Board of Directors meeting in order to allow staff to prepare the answers to the questions. The Chair has discretion for questions on the day of the meeting.
 - A maximum of 10 minutes will be allotted for the Question Period. More time can be allocated at the discretion of the Chair.
 - Persons wishing to ask a question must state their name and address for the record.
 - Questions will be restricted to only those items listed on the agenda.
 - Questions cannot be asked on “In Camera” items.
 - Questions cannot be asked with respect to minutes of Board of Directors meetings or committee meetings.

- All persons will speak respectfully when asking the question.
- The Chair may conclude the Question Period prior to the ten (10) minute time limit, where attendees are disobeying the Rules of Order, or a decision of the Chair, or where there are no questions.

14. In Camera:
None.

15. Adjourn

Please Note: **A Source Protection Authority meeting will follow the Board of Directors meeting.**

GANARASKA REGION CONSERVATION AUTHORITY

MINUTES OF THE BOARD OF DIRECTORS

October 19, 2023 (Hybrid)

GRCA 06/23

1. Welcome, Land Acknowledgement and Call to Order

The Chair called the Ganaraska Region Conservation Authority (GRCA) Board of Directors meeting to order at 4:00 p.m.

MEMBERS PRESENT: Mark Lovshin, Chair - Township of Hamilton
Vicki Mink, Vice - Chair - Municipality of Port Hope
Randy Barber - Town of Cobourg
Miriam Mutton - Town of Cobourg
Lance Nachoff - Township of Cavan Monaghan
Adam Pearson - Municipality of Port Hope
Tracy Richardson - City of Kawartha Lakes
Joan Stover - Township of Alnwick/Haldimand
Margaret Zwart - Municipality of Clarington

ALSO PRESENT: Linda Laliberte, CAO/Secretary-Treasurer
Cory Harris, Watershed Services Coordinator
Ken Thajer, Planning and Regulations Coordinator

ABSENT WITH REGRETS: Bruce Buttar - Agricultural Representative
Willie Woo - Municipality of Clarington

ALSO ABSENT:

Land Acknowledgement

The Ganaraska Region Conservation Authority respectfully acknowledges that the land on which we gather is situated within the traditional and treaty territory of the Mississauga's and Chippewa's of the Anishinabek, known today as the Williams Treaties First Nations. Our work on these lands acknowledges their resilience and their longstanding contribution to the area. We are thankful for the opportunity to live, learn and share with mutual respect and appreciation.

2. Disclosure of Pecuniary Interest

None.

3. Minutes of Last Meeting

GRCA 47/23

MOVED BY: Vicki Mink
SECONDED BY: Joan Stover

THAT the Ganaraska Region Conservation Authority approve the minutes of the September 21, 2023 meeting.
CARRIED.

4. Adoption of the Agenda

GRCA 48/23

MOVED BY: Adam Pearson
SECONDED BY: Miriam Mutton

THAT the Ganaraska Region Conservation Authority adopt the agenda.
CARRIED.

5. Delegations

None.

6. Presentations

a) Wilmot/Graham Creek Floodplain Mapping Update Study

Cory Harris, Watershed Services Coordinator, presented an overview of the recently completed Floodplain Mapping Update Study. A copy of the presentation is attached to the minutes.

GRCA 49/23

MOVED BY: Adam Pearson
SECONDED BY: Tracy Richardson

THAT the Ganaraska Region Conservation Authority receive the presentation regarding the Wilmot and Graham Creek Floodplain Mapping Update Study for information;

AND FURTHER THAT the floodplain mapping for the Wilmot and Graham Creek watersheds as described in this report be adopted for use by the Ganaraska Region Conservation Authority.

CARRIED.

b) Floodplain Mapping Update Implementation Plan

Cory Harris, Watershed Services Coordinator, presented a brief overview of the Floodplain Mapping Update Implementation Plan. A copy of the presentation is attached to the minutes.

GRCA 50/23

MOVED BY: Miriam Mutton
SECONDED BY: Lance Nachoff

THAT the Ganaraska Region Conservation Authority received the presentation regarding

the *Floodplain Mapping Update Implementation Plan* for information;

AND FURTHER THAT the *Floodplain Mapping Update Implementation Plan* be approved by the Ganaraska Region Conservation Authority board;

AND FURTHER THAT the *Floodplain Mapping Update Implementation Plan* be forwarded to the watershed Municipalities.

CARRIED.

7. Business Arising from Minutes:

a) 2024 Preliminary Budget and Municipal Levy

The CAO/Secretary-Treasurer presented the 2024 Preliminary Budget and Municipal Levy staff report.

GRCA 51/23

MOVED BY: Randy Barber

SECONDED BY: Joan Stover

THAT the Board of Directors receive the 2024 Preliminary Budget for information and;

FURTHER THAT the budget be forwarded to the watershed municipalities, indicating in the cover letter, that the vote to approve the 2024 levy will be taken at the November 23, 2023 Board of Directors meeting.

CARRIED.

8. Correspondence

03/23 Municipality of Clarington re Presentation

GRCA 52/23

MOVED BY: Margaret Zwart

SECONDED BY: Adam Pearson

THAT the Ganaraska Region Conservation Authority receive the correspondence to note and file.

CARRIED.

9. Applications under Ontario Regulation 168/06:

Permits approved by Executive:

GRCA 53/23

MOVED BY: Adam Pearson

SECONDED BY: Miriam Mutton

THAT the Ganaraska Region Conservation Authority receive the permits for information.

CARRIED.

Permit Application requiring Ganaraska Region Conservation Authority Board of Directors discussion:

None.

10. Committee Reports:

None.

11. New Business

None.

12. Other Business:

None.

13. Public Question Period

None.

14. In Camera

None.

15. Adjourn

GRCA 54/23

MOVED BY: Adam Pearson

THAT the meeting adjourned at 5:00 p.m.

CARRIED.

CHAIR

CAO/SECRETARY-TREASURER

STAFF REPORT – November 23, 2023

TO: Chair and Members of the Board of Directors

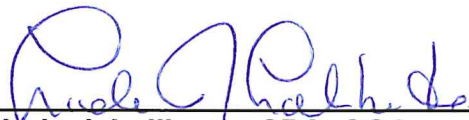
RE: Ganaraska Forest Recreation Users Committee (RUC) Annual Report

As part of the Terms of Reference of the Ganaraska Forest Recreational Users Committee (RUC) under the heading Reporting Function, it is stated that the RUC Chair or designate, other than staff, shall report to the Ganaraska Region Conservation Authority (GRCA) Board on its activities, over the previous year, by the end of the year. Mark Gardiner, Chair of the RUC, will be presenting the attached report to Board of Directors.

RECOMMENDATION:

THAT the GRCA Board of Directors receive the presentation for information.

Recommended by:



Linda J. Laliberte, CPA, CGA
CAO/Secretary-Treasurer

Ganaraska Forest Recreational Users Committee

Annual Report to the GRCA Board of Directors

2023 November 23

RUC Purpose (from current Terms of Reference):

The purpose of the Ganaraska Forest Recreational Users Committee (RUC) is to provide advice to the Ganaraska Region Conservation Authority (GRCA) Board of Directors on:

1. Etiquette, standards and guidelines for recreational uses occurring in the Ganaraska Forest;
2. Recreational user conflicts within the Ganaraska Forest;
3. Change in trends and technology related to recreational use types in the Ganaraska Forest to mitigate future conflicts, retain recreational interest in the Ganaraska Forest, and ensure safe trail use while reducing liability;
4. Changes to or new Provincial legislation or Ganaraska Forest documents that that pertain to recreational use; and,
5. The multi-use recreational trail system, and how recreational opportunities can be improved upon, while at the same time mitigating risk to the user and the ecology of the Ganaraska Forest.

The Ganaraska Forest Recreational Users Committee will also carry out work to:

1. Ensure rules, etiquette and regulations pertaining to recreational use in the Ganaraska Forest are communicated to their organization or municipality membership/population;
2. Promote co-operation among the various recreational user groups;
3. Develop recreational programs and/or events in the Ganaraska Forest subject to approval of the Conservation Authority;
4. Undertake trail maintenance including relocation of trails, sign inspections, and site restoration projects; and,
5. Communicate with the respective recreational organization or municipality opportunities to participate in Conservation Authority programs or initiatives that are mutually benefiting and in the best interest of the Ganaraska Forest and recreational opportunities.

RUC is comprised of:

- 11 recreational user groups are currently accepted for representation:
 - Ontario Federation of Anglers and Hunters
 - Ontario Trail Riders Association (equestrian)
 - Ontario Federation of ATV Clubs (was Kawartha)
 - Ontario Federation of Snowmobile Clubs
 - Ontario Federation of Trail Riders (off-road motorcycles)
 - Ontario Federation of 4Wheel Drive Enthusiasts
 - Ontario Nature
 - Hike Ontario
 - Orienteering Ontario
 - Ontario Cycling Association, and
 - Cross Country Ski Ontario (seeking representation), and
- Four representatives of municipalities having lands within the GF:
 - Township of Cavan Monaghan
 - Municipality of Clarington
 - Municipality of Port Hope, and
 - City of Kawartha Lakes (seeking representation)
- The Board represented by non-voting member Lance Nachoff
- Forest Recreation Technician Ed Van Osch supports the chair and committee, bringing great GF operations knowledge and experience to the committee
- Pam Lancaster also attends the RUC meeting to support Ed and the committee, keeping us in line with the formal process
- RUC met virtually in April, June, September and November
- RUC members are knowledgeable, dedicated and passionate. Members from the user group clubs contribute both time and funds to assist with management of the forest trails and facilities. RUC members and members from their groups are great resources to the GF.

Why Am I Here Tonight?

- TOR of RUC requires chair of the RUC is to report annually to the Board from RUC about the business of the RUC in an effort to improve communications between the Board & the RUC
- This is the sixth annual report to the Board by the RUC, and my fourth.

General Highlights of 2023

- The RUC received many updates and decisions, generating much discussion:
 - April Meeting
 - RUC Member Introduction
 - Recreational Users Committee Terms of Reference
 - Ganaraska Forest Recreational Trails Strategy Terms of Reference
 - Ganaraska Forest Re-Opening
 - Environmental Concerns
 - June Meeting
 - Central Forest Trail System
 - Volunteer Program Update
 - Environmental Concerns
 - September Meeting
 - Snowshoe and Cross Country Ski Trail Update
 - Volunteer Program Update
 - Environmental Concerns
 - November Meeting
 - Digital Ganaraska Forest Trail Map
 - Ganaraska Forest Signage Update
 - Environmental Concerns

High Level Perspective from the User Representatives

- There were quite a few changes in representation on the RUC this year
- 2023 was a good year for the RUC on participation, with almost 50% increase in member attendance!

- Cross-Country Ski Ontario and City of Kawartha Lakes representatives are still being sought
- We met quorum in all of our meetings in 2023
- As usual, there was not much public participation. One individual from the public attended a meeting.
- There continues to be great interest by the RUC members in maintaining broad use of the forest, with notable concerns about losing familiar trail access
- We opened the meeting up to in-person opportunity for our final meeting of 2023 (November 2), alas only Ed and Pam made it to the meeting, though there were indications that would change for the new year
- Our regular discussions on Environmental Concerns and Volunteer Program Updates are great opportunities to keep up with what is happening in the forest; a report card, if you will
- Users continue to look for opportunities to support the recovery of the forest
- Staff walkthroughs of formal documentation (Terms of Reference, Code of Conduct, etc.), and the associated changes, are much appreciated
- Mapping and other internet technologies are becoming primary interfaces with forest users, but not everyone has access to the technology.
- All in all, a good year in which everyone was happy to get back to using the forest.

Staff Report – November 23, 2023

To: Chair and Members of the Board of Directors

Re: 2024 Municipal Levy Vote

The proposed 2024 preliminary budget and levy were forwarded to all municipalities on October 20, 2023. The package included a letter, which indicated that the decision on the 2024 levy would be made at the November 23, 2023 board meeting. The budget criteria approved at the September meeting included an increase to the base levy of 3.3% to \$16,459.80 and the overall levy was increased by 3.3%. An allowance was also built in for a 3.3% increase in the salary grid to be effective January 1, 2024. All increases in levies are adjusted by the increase or decrease in the appointment from the Ministry of Natural Resources and Forest which will result in further increases or decreased to the municipalities. These amounts were outlined in the October 20, 2023 letters to the municipalities.

At the November 23, 2023 Board of Directors' meeting, the members will be asked to vote on the 2024 levy in the amount of \$1,279,854.80. This will be a recorded vote and done by weighted average. Where there are two representatives from a municipality, the weight assigned to that municipality is distributed to each representative equally and is not redistributed should a representative not be in attendance at the meeting. Please note the weights assigned to each municipality are as listed below. The apportionment percentages are set by the Ministry of Municipal Affairs as part of the current value assessment.

It should be noted that Ontario Regulation 402/22 Budget and Apportionment Levies under the *Conservation Authorities Act* states:

19(5) Municipality shall not have a weighted vote of more than 50 per cent of the total weighted value for all of the votes to be cast unless the municipality appoints more than 50 per cent of the members to the authority.

Therefore, the appointment for the Municipality of Clarington will be capped at 50% and the remaining 1.9430% is redistributed among the other six municipalities by the appointment assigned.

Members must be present to vote; a proxy vote is not allowed. The resolution must receive 51% of the vote present to be carried.

	CVA Apportionment	Voting Apportionment
Municipality of Clarington	51.9430%	50.0000% (25.0% each)
Town of Cobourg	20.2782%	21.0981% (10.5490% each)
Municipality of Port Hope	16.1134%	16.7649% (8.3824% each)
Township of Alnwick/Haldimand	0.9433%	0.9814%
Township of Hamilton	10.4369%	10.8589%
Township of Cavan Monaghan	0.1990%	0.2062%
City of Kawartha Lakes	0.0862%	0.0899%

Board members are encouraged to contact the CAO/Secretary-Treasurer to answer any questions as it relates to the apportionment in advance of the meeting.

RECOMMENDATION:

THAT the GRCA Board of Directors approve the staff report that includes the 2024 levy in the amount of \$1,279,854.98.

Prepared by:



Linda J. Laliberte, CPA, CGA
CAO/Secretary-Treasurer

Ontario Regulation 168/06
Permits approved by Executive:

Date: November 23, 2023

Permit No.	Date	Address	Municipality/ Township	Description of Works
2307-11/23	Nov.7/23	V/L, end of Ravensdale Road (Reg.Plan 39R-344) Cobourg Pt.Lt.24, Conc.A	Cobourg	Installation of a culvert, associated materials and site grading, for property access purposes.
2312-10/23	Oct.13/23	3460 Sommerville Drive, Orono Pt.Lt.29, Conc.4	Clarington	Construction of a new septic system.
2313-10/23	Oct.17/23	4627 Ganaraska Road, Unit 10 Kendal Pt.Lt.6, Conc.6	Clarington	Construction of a new single-family dwelling, septic system and accessory building.
2314-10/23	Oct.27/23	1 Eldorado Place Port Hope Pt.Lt.6, BF Conc.	Port Hope	Installation of a rip-rap apron to accommodate a new storm sewer roof drain leader outlet.
2315-10/23	Oct.27/23	5110 County Road 45 Baltimore Pt.Lt.7, Conc.3	Hamilton	Installation of a new natural gas service.
2316-11/23	Nov.15/23	10 Robertson Street Port Hope Pt.Lt.6, BF Conc.	Port Hope	Construction of a new commercial building with patio and associated grading.
2318-11/23	Nov.14/23	V/L Knoxville Road Pt.Lt.7, Conc.6	Port Hope	Installation of two culverts to allow for a driveway and watercourse rehabilitation works.
2319-11/23	Nov.9/23	27 Walton Street Port Hope Pt.Lt.6, Conc.1	Port Hope	Construction of a temporary fire escape.

**MINUTES OF THE GANARASKA FOREST
RECREATIONAL USERS COMMITTEE**

November 2, 2023

RUC 4/23

1. Welcome and Call to Order

The Chair called the Ganaraska Recreational Users Committee (RUC) meeting to order at 7:01pm and welcomed those present.

MEMBER PRESENT: Mark Gardiner, Chair
Jim Pearson, Ontario Trail Riders Association
Jennifer Jackman, Ontario Nature
Garry Niece, Hike Ontario
Randy Cunningham, Ontario Federation of Snowmobile Club
Lisa Thompson, Ontario Federation of Trail Riders
Alex Schmidt, Ontario Cycling Association
Carolyn Richards, Ontario Federation of ATV Clubs
Peter Wood, Ontario Federation of 4x4 Clubs
Steve Brownell, Municipality of Port Hope
Maureen McDonald, Township of Cavan Monaghan

ALSO PRESENT: Ed Van Osch, GRCA Forest Recreation Technician
Pam Lancaster, GRCA Conservation Lands Coordinator

ABSENT WITH REGRETS: Matthew Robbins, Ontario Federation of Anglers and Hunters
Amber Panchyshyn, Orienteering Ontario
Marven Whidden, Municipality of Clarington

ALSO ABSENT: Lance Nachoff, GRCA Board of Directors
Cross Country Ski Ontario (position unfilled)
City of Kawartha Lakes (position unfilled)

2. Disclosure of Pecuniary Interest

None.

3. Minutes of the Last Meeting

RUC 20/23

MOVED BY: Jennifer Jackman

SECONDED BY: Lisa Thompson

THAT the Ganaraska Forest Recreational Users Committee approve the minutes of the September 7, 2023 meeting.

CARRIED.

4. Adoption of Agenda

RUC 21/23

MOVED BY:

Maureen McDonald

SECONDED BY:

Randy Cunningham

THAT the Ganaraska Forest Recreational User Committee approve the agenda.
CARRIED.

5. Delegations

None

6. Presentations

None

7. Business Arising from the Minutes

None

8. Correspondence

None

9. New Business

a) Digital Ganaraska Forest Trail Map

Maureen McDonald, inquired as to the possibility of incorporating Ganaraska Forest Trail Digital Map and web application notification in local newspapers. Pam Lancaster, Ganaraska Region Conservation Authority (GRCA) Conservation Lands Coordinator, stated that GRCA uses various media platforms including E-news, social media and provides media releases for news outlets.

Alex Schmidt, inquired about the possibility of incorporating second party mapping data into the Ganaraska Forest Trail Digital Map. Ed Van Osch, GRCA Forest Recreation Technician, indicated that GRCA is developing a Recreational Trail Strategy which includes a modeling approach to identify ideal locations for trail placement. The information collected during modeling studies will be cross referenced with pre-existing trail networks and data supplied by past and present partners.

Pam Lancaster, GRCA Conservation Lands Coordinator, with approval from the Chair, invited all Recreation User Committee members to share their thoughts about the Ganaraska Forest trail system, and what they like/dislike about trail systems related to their use type.

Jim Pearson mentioned that occasionally motorized vehicles utilize non-motorized trails and some corners or hills create visual barriers where horseback riders are forced to leave the trail to avoid possible conflict. Jim stated that signage should clearly identify non-motorized trails adjacent to motorized trails.

Alex Schmidt stated that good signage at intersections creates positive user feeling, and that phone apps are great in combination with signage. Additionally, Alex Schmidt stated the mountain bike community desires attributes that create the ideal post ride culture.

Garry Niece requested clarification as to the need to periodically re-download Ganaraska Forest Mapping. Pam Lancaster confirmed that although the mapping is available online that cell signal is not consistent in all areas of the Forest and GRCA suggests downloading the mapping app to your phone to allow for offline use and that it is imperative to download the map updates each time a user visits the Ganaraska Forest to ensure they have the most recent authorized map.

RUC 22/23

MOVED BY:

Maureen McDonald

SECONDED BY:

Jim Pearson

THAT the Ganaraska Forest Recreational Users Committee receives the Digital Ganaraska Forest Trail Map Update Staff Report for information.

FURTHERMORE GRCA is requesting that RUC Representatives share the Ganaraska Forest Trail Map information presented during this meeting with their respective organizations and user groups.

CARRIED.

b) Ganaraska Forest Signage Update

Jim Pearson inquired as to the possibility of incorporating volunteers into the signage plan. Ed Van Osch, GRCA Forest Recreation Technician stated that the signage updates are being completed by Staff and GRCA is considering incorporating volunteer opportunities for signage monitoring and maintenance in the future.

Carolyn Richards asked if GRCA would be promoting What 3 Words App on updated signage. Pam Lancaster, GRCA Conservation Lands Coordinator stated that trailhead signage will incorporate What 3 Words App information. Additionally, GRCA is consulting with Emergency Services to understand the how What 3 Words App is used by Emergency Services and how GRCA can incorporate the Application.

RUC 23/23

MOVED BY:

Peter Wood

SECONDED BY:

Lisa Thompson

THAT the Ganaraska Forest Recreational Users Committee receives the Ganaraska Forest Signage Update for information.

FURTHERMORE GRCA is requesting that RUC Representatives share the Ganaraska Forest Signage Update information presented during this meeting with their respective organizations and user groups.

CARRIED.

c) Environmental Concerns

Jennifer Jackman inquired as to GRCA plans to address invasive Dog Strangling Vine (DSV) in the Ganaraska Forest [in addition to addressing woody invasive species]. GRCA staff continually consider management of various invasive species, including dog strangling vine. Consideration will be given to presenting information about invasive species management at a future meeting.

RUC 24/23

MOVED BY: Carolyn Richards
SECONDED BY: Jennifer Jackman

THAT the Ganaraska Forest Recreational Users Committee receive the Environmental Concerns Staff Report for information.

FURTHERMORE GRCA is requesting that Recreational Users Committee continue to gather and share Users environmental concerns with GRCA Recreation Technician.

CARRIED.

10. Other Business

None

11. Adjourn

The meeting adjourned at 7:52 pm.

RUC 25/23

MOVED BY: Jim Pearson
SECONDED BY: Randy Cunningham

THAT the meeting adjourn.

CARRIED.

The next meeting of the Ganaraska Forest Recreational User Committee is Thursday, April 4, 2024 at 7:00 pm.

Chair



Forest Recreation Technician

STAFF REPORT – November 23, 2023

TO: Chair and Members of the Board of Directors

RE: 2023 Ganaraska Forest Trail Maintenance Volunteer Program Report

Background

In response to the impacts to the Ganaraska Forest, caused by the Derecho Storm of May 2022, the Ganaraska Region Conservation Authority (GRCA) developed and implemented a series of actions to recover from the storm. These included salvage logging, routine scheduled logging, hazard tree removal and trail clearing/opening efforts. To implement these actions, the GRCA worked with several logging companies, excavating contractors, Conservation Authority partners, Northumberland County Forest Staff and the Ontario Federation of Snowmobile Clubs.

Throughout the recovery operations, the GRCA received numerous inquiries about volunteer opportunities to assist with storm clean up efforts. The GRCA was appreciative of the offers and interest, and as a result, developed a plan to incorporate volunteers into the recovery efforts after logging efforts were completed.

Ganaraska Forest Trail Maintenance Volunteer Program

To involve members of the public in complicated recovery actions, the GRCA needed to consider that storm recovery and general forest and trail management techniques require specific technical expertise, training, equipment and carries a significant amount of risk and liability. Due to the potential for a high risk working environment and the need for highly developed skillsets, experience and equipment, the GRCA needed to develop a volunteer program which covered GRCA liabilities, provided a safe working environment for volunteers. At the same time the GRCA needed to maintain administration and leadership over operations and property management actions in order to provide a cohesive trail system for the public. As a result, a Ganaraska Forest Trail Maintenance Volunteer Program was developed over the winter of 2022/2023 and launched in the spring of 2023 for implementation in 2023. The Volunteer Program was further adapted to include an online training option during the summer. Program development included:

- Creation of a volunteer plan including task hazard analysis and ties to the *Occupational Health and Safety Act*.
- Creation of an application form and volunteer description.
- Creation and compiling of training material.
- Creation and modification of online volunteer mapping and trail blockage reporting web application, including user guides.
- Creation of volunteer passes.
- Hosting of in person training day.
- Creation and delivery of online training components.

To participate in the 2023 version of the Ganaraska Forest Trail Maintenance Volunteer Program (Volunteer Program), individuals over the age of 16 were required to apply to the Volunteer Program, participate in GRCA developed and provided training, and provide/wear all required personal protective equipment (PPE). Volunteers were not required to be a member of the Ganaraska Forest.

The 2023 Volunteer Program incorporated a two-stage process. Stage one focused on single track clearing within the West Forest, Stage two focused on clearing trails in the Central Forest. Volunteers were restricted to working on pre-identified trail networks identified on the GRCA volunteer map and were given authorization to traverse trails on foot and address minimal trail blockages no higher than 1 m off the ground and cutting stems with non-motorized hand tools no larger than 15 cm in circumference. Volunteers were given instruction to remove all debris to a distance of 1.5 m from the edge of the trail-bed footprint and were given authorization to remove all woody growth less than 15 cm in diameter from this 1.5 m buffer zone. Volunteers were required to work in a group of 2 or more authorized volunteers and report when and where they would be working.

Ganaraska Forest Trail Maintenance Volunteer Program Results

Training for stage one of the volunteer program was held on Saturday, April 1, 2023, and volunteer work was able to commence on May 4, 2023, once contractors had completed trail clearing efforts in the Forest. Stage two of the program was launched on June 23, 2023 which is when volunteers received the online training package and instructions for completing the training process.

Results of the volunteer program are as follows:

- 70 people applied to the Volunteer Program (51 from the initial call for volunteers and 19 from the stage two call for volunteers).
- 42 of those who applied completed either the in person (32 people) or online training (10 people). The online training was considered complete when a quiz was successfully completed.
- 17 volunteers picked up their volunteer passes (12 from stage one and 5 from stage two), which is required to be considered an approved volunteer who is authorized to carry out specific trail maintenance activities on approved trails.
- Volunteer participation and the number of hours of volunteer effort was not consistently reported by volunteers. 10 volunteers communicated that self directed participation occurred and the actual number of reported volunteer hours was 37. It is estimated that another 21 volunteer hours occurred, for a total of approximately 58 hours of volunteer effort (8.5 equivalent GRCA workdays).

In addition to self directed volunteer efforts, the GRCA hosted two organized volunteer workdays, where volunteers that completed the volunteer training program (42 individuals) were invited to sign up and work hand in hand with three GRCA staff

members on a trail clearing/pruning project. The volunteer workdays were held on Saturday September 16, 2023 and Friday October 13, 2023 for 3 hours each day. Both workdays focused on trail maintenance along a portion of the 2.5 km snowshoe trail within the Central Forest. This section of trail was selected by staff for volunteer work because routine maintenance was suspended due to storm recovery work and ease of access from Ganaraska Forest Centre. The work site was also suitable for large number of volunteers.

Results of the volunteer workdays are as follows:

- Saturday, September 16, 2023 - 3 volunteers participated.
- Friday, October 13, 2023 – 1 volunteer participated.
- A total of 8.5 volunteer hours.

Volunteer Program Feedback

Feedback on the Volunteer Program has been received in several different ways, including direct conversations with volunteers and those who were inquiring about volunteering.

General feedback received by staff indicates that that volunteer participation is limited due to the requirements of Volunteer Program itself. To participate in trail clearing efforts which the current Volunteer Program is based upon, volunteers are required to complete training, wear job specific Personal Protection Equipment (PPE) and report findings and progress to staff. Volunteers are responsible for the costs of obtaining PPE, hand tools, and trail clearing requires a specific skill level and physical abilities.

On August 15, 2023 an update email was sent to the 70 volunteers looking for feedback on their experience. The questions were as follows:

1. Did you find the training/resources provided made your volunteer experience successful?
2. How did you find your experiences undertaking the volunteer work on the trails?
3. If you have not yet volunteered, what are the barriers to participation?
4. Would you rather participate in organized volunteer events or self-directed volunteer efforts?

Given the low response rate from the August email (1 respondent), another email was sent on November 7th requesting feedback, which resulted in an additional 11 responses.

The feedback provided is as follows:

1. Did you find the training/resources provided made your volunteer experience successful?
 - *No. Without having contact information for the other volunteers, I could not comply with the requirements to have another 'qualified' person with me.*

(Staff note – an email was provided on May 4th with the 14 names and emails of volunteers who consented to having their email shared for the purpose of conducting volunteer work with another approved volunteer).

- The online training was convenient and simple to use.*
- The training supplied was useful on a technical level but probably not necessary for my specific situation as I have been clearing trails in the Ganaraska Forest for over a decade. I am chain saw certified (although I know I am not supposed to use one in the forest) and have all the necessary clippers and hand saws for the process. I think in-person training would be more suitable for most others but I know the resource restrictions for that scenario prohibit it in most cases.*
- Lots of good info was provided. More than needed on WSIB, harassment and those items that have to be in there. More info is needed on how we pick the areas to work on - ie what are we trying to achieve? We called you to figure it out...*
- Although extensive, the training and resources were fine, and I understand that they are a necessary requirement to allow volunteers to work without supervision in the forest.*
- I did find the training useful because it helped explain the expectations, limitations and responsibilities of the volunteer program.*
- The training was great.*
- The training was interesting and informative to hear your prefer method and reason.*
- The training was clear and established the expectations and process for volunteer work effectively.*
- Yes. The apps are easy to understand & use. I would have liked a little outside training to make sure we are not taking too much/not enough of the overgrowth along the trail edges. Maybe even just some before/after pictures to get the idea across. This also might be accomplished by participating in a group event.*
- The training day should have been a work day, trail volunteers are a hardy bunch. Don't be afraid of the lawyers and put technology on the back seat. Just get the work done.*

2. How did you find your experiences undertaking the volunteer work on the trails?

- I have not participated in a trail clearing session yet.*
- I didn't [because they did not have another approved volunteer to work with].*
- I am not sure how to answer this question. Clearing trails is a tough job and I don't particularly enjoy it but it has to be done if my equestrian friends and myself are to enjoy the trails. In a perfect world, much younger, more fit people would be hired to clear the trails.*
- We wanted to do more, but barriers were 1. No kids allowed. If kids were allowed we would have done way more. Even simply walking the trails to identify blockages. 2. Wearing steel toe boots is terrible, it limited us to about 4 km. 3. Getting to the spots in the forest where you need work*

done is difficult. If we could ride our bikes we could get much further. 4. GRCA wants volunteers to access via the centre, this is way too far for us, allowing access via other entries would be better for us. 5. Hand tools can't get that much done.... Many smallish blockages were bigger than we were allowed to clear, so we had to keep going. Some power tools would have helped. [The volunteer] is certified in chainsaws, a provision for people that are certified would have been great. 6. Understanding the ultimate plan would be good, ie if there was a massive tree down we could have suggested a re-route. 7. So much poison ivy! And those little seeds that stick to your socks....

- I have not yet volunteered due to restrictions on what trails could be worked on.
- Experiences were good clearing trails.
- I enjoyed being out on the trail with my grandson
- Sadly I broke my leg and was not able to participate as I intended to.
- [The other volunteer] & I are really enjoying the experience. Sometimes the weather can put a damper on the day but a little sweat is worth being out in the woods & helping the GRCA.

3. If you have not yet volunteered, what are the barriers to participation?

- The main barrier is lack of lead time to be available to attend the session. One notice came on a Monday for the following Saturday, people need to know ahead of time when they will be needed. (Staff note – a save the date email for the volunteer events was sent on August 15, 2023, although the event details were still being developed at that time). My suggestion is that you announce in March that the first Saturday in each month (April till November) will be a trail clearing event and every first Sunday of the month is a rain date.
- Without having contact information for the other volunteers, I could not comply with the requirements to have another 'qualified' person with me. (Staff note – an email was provided on May 4th with the 14 names and emails of volunteers who consented to having their email shared for the purpose of conducting volunteer work with another approved volunteer).
- I am somewhat disappointed in the lack of participation in the program of others who use the forest on a regular basis. I have promoted the program to them, but many are too busy, I assume, to take part. However, on the other hand they should not complain about the trails if they are not willing to participate.
- The main reason I have not yet volunteered is because after completing the training program, volunteers were informed that the majority of the singletrack trails in the Central Forest were off limits for trail work. I know several other volunteers from the mountain bike community who went through the training with the hopes of being able to work on the singletrack trails in the north end of the Central Forest share this disappointment, and lost motivation to help. (Staff note – further comments were given in relation to the single track in the Central Forest, the former Peterborough

Trail Builder Association trails and connection to the Millbrook Valley Trail system. These topics are being considered through different processes such as the strategy and conversations with municipal partners).

- *I did not join group efforts. Any barriers were my own. Work / life schedule.*
- *Definitely prefer to work with either a team or partner rather than solo.*
- *Delayed training, access to equipment (I had to save to buy boots and it took time to acquire that required PPE), difficulty coordinating with other volunteers, limited weekend availability, and also feeling nervous about participating for the first time.*

4. Would you rather participate in organized volunteer events or self-directed volunteer efforts?

- *Self directed.*
- *We prefer the self directed model because of the flexibility but I can see a real benefit to organized events particularly if you don't have a volunteer buddy to work with regularly.*
- *I much prefer a self directed event, my partner and I can arrange to work at times that are convenient for us.*
- *I have not participated in the GRCA's organized events as I find that it is better for me to work at my own schedule. I have been focusing on single track trails for equestrians, particularly those necessary for safety purposes.*
- *Self directed.*
- *I am open to helping in both organized and self-directed volunteer efforts.*
- *Both! Once I get started I hope to be very successful working with Ganaraska Forest to maintain trails for positive mountain biking experiences.*

Conclusion and Next Steps

GRCA staff thank the volunteers for their support in 2023. The 2023 Ganaraska Forest Trail Maintenance Volunteer Program, designed to engage individuals in storm recovery efforts, was a successful pilot project. The Volunteer Program will end as planned on December 31, 2023.

The program provided a framework for volunteers to be engaged in a safe environment, while contributing to recovery of the Ganaraska Forest Trail System after the Derecho Storm in 2022. However, some challenges were revealed while delivering the program. These included:

1. Incomplete data collection related to volunteer participation and effort. Not all volunteers reported their effort, nor indicated when they were out in the Forest.
2. Barriers to volunteer participation given the need for required PPE and the physical demands of the work involved.

To address some of these challenges, the GRCA, through the conservation land strategy process occurring in 2024, will look to broaden the volunteer program to allow for more inclusive participation, reducing barriers related to volunteer financial limitations, PPE requirements, technical abilities, specialized knowledge and/or physical ability. In addition, GRCA hosted volunteer events will be explored for delivery in 2024.

As volunteer programming adapts, despite previous training or involvement, all volunteers will be required to apply and undertake volunteer training. Volunteer training will continue to include an online component and may require aspects of in-person training/orientation. All volunteers must successfully complete training to participate in future volunteer program opportunities.

To address liabilities and adhere to Ganaraska Forest rules and regulations, future GRCA volunteer programs that are self directed will only accept applications from people holding valid Ganaraska Forest memberships.

When GRCA organized and supervised volunteer days/projects/events occur, volunteers would not require a membership or day pass to participate. Volunteers participating in these events will be reminded that they are given access to the property only to take part in the planned event and not given access to the remainder of the Ganaraska Forest without the purchase of a valid Forest pass.

RECOMMENDATION:

THAT the Ganaraska Region Conservation Authority receives the 2023 Ganaraska Forest Trail Maintenance Volunteer Program Report for information.

Prepared by:



Pam Lancaster, B.Sc.
Conservation Lands Coordinator

Recommended by:



Linda J. Laliberte, CPA, CGA
CAO / Secretary-Treasurer

STAFF REPORT – November 23, 2023

TO: Chair and Members of the Ganaraska Region Conservation Authority

RE: Programs and Services Inventory

At the September 21, 2023 meeting, the Board of Directors approved the updated Programs and Services Inventory. Since that time, and in consideration of the preparation of the 2024 preliminary budget, the listing has been revised to include the costing based on the 2023 budget and projected 2024 budget numbers. This represents the only modification the Programs and Services Inventory approved in September.

Attached is the updated Programs and Services Inventory that follows the regulation and will be distributed and posted to the Ganaraska Region Conservation Authority (GRCA) website.

RECOMMENDATION:

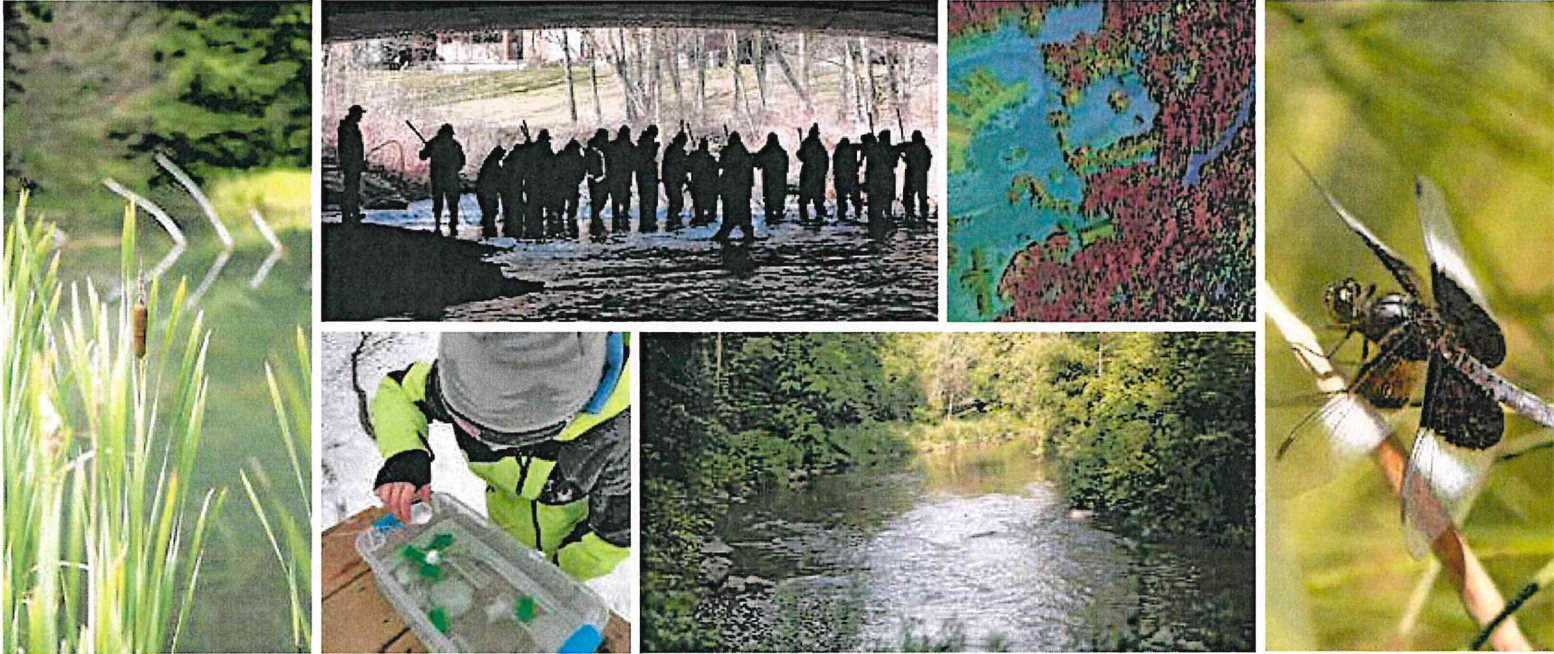
THAT the Board of Directors approve the Ganaraska Region Conservation Authority's Programs and Services Inventory,

AND FURTHER THAT, the Ganaraska Region Conservation Authority Board of Directors direct staff to distribute the Programs and Services Inventory to the member municipalities and the Ministry of Natural Resources and Forestry as well as posted on the GRCA website.

Prepared by:



Linda J. Laliberte, CPA, CGA
CAO/Secretary-Treasurer



**GANARASKA REGION
CONSERVATION AUTHORITY**

PROGRAMS & SERVICES INVENTORY

NOVEMBER 23, 2023

*Clean Water, Healthy Land
For Healthy Communities*

Ganaraska Region Conservation Authority
Programs and Services Inventory

With the passage of Regulation 687/21 "Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act", Ganaraska Region Conservation Authority (GRCA) is required to prepare an inventory in accordance to Section 6 of the new regulation.

The inventory, as quoted from the regulation, states the following:

Section. 6 – Inventory of Programs and Services

1) *An authority shall prepare an inventory to include in its transition plan in accordance with this section.*

2) *In preparing the inventory, the authority shall ensure that,*

a) the inventory lists all the programs and services that the authority is providing as of February 28, 2022;

b) the inventory lists all the programs and services described in subsection (7) that the authority intends to provide after February 28, 2022; and

c) for each program or service listed in accordance with clause (a) or (b), the authority,

i) estimates of the total annual cost of providing the program or service in the following manner and includes the estimate in the inventory:

(1) if the program or service has been provided by the authority for a period of five or more years, calculate the average annual cost of providing the program or service for five years,

(2) if the program or service has been provided by the authority for a period of less than five years, calculate the average annual cost of providing the program or service based on the period that the program was offered,

(3) if the program or service has not been provided by the authority but is intended to be provided after February 28, 2022, calculate the average annual cost of providing the program or service based on the authority's best assessment of what the costs will be and provide an explanation for the assessment, and

(4) if the authority is of the opinion that the average annual cost determined under sub-subclause (A) or (B) does not reflect the average annual cost to provide the program or service in the future, adjust the average annual cost and provide an explanation for this adjustment,

ii) indicates the sources of funding available to cover the total annual cost estimated in subclause (i), including any municipal funding provided through municipal levy, provincial or federal funding, private funding or funding generated by the authority through user fees or otherwise, and

iii) provides an estimate of the percentage of the total annual cost estimated in subclause (i) that each of the sources of funding referred to in subclause (ii) is expected to cover.

3) In the inventory, the authority shall classify all of the programs and services listed under clause (2) (a) according to the following categories of programs and services:

1. Category 1 programs and services - the mandatory programs and services provided under section 21.1 of the Act.

2. Category 2 programs and services - the municipal programs and services provided under section 21.1.1 of the Act.

3. Category 3 programs and services - the other programs and services provided under section 21.1.2 of the Act.

4) For each Category 1 program or service listed in the inventory under clause (2) (a), the authority shall,

a) indicate into which type of Category 1 programs and services it falls, based on the types of mandatory programs and services that are,

i) described in paragraph 1 of subsection 21.1 (1) of the Act,

ii) prescribed by regulation under paragraph 2 of subsection 21.1(1) of the Act, and

iii) described in subsection 21.1 (2) of the Act; and

b) explain why, in the authority's opinion, each Category 1 program or service falls into the specified type of mandatory programs and services and, if the authority has concerns about how to classify certain programs and services, explain those concerns.

5) For each Category 2 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:

(1) The name of the municipality on behalf of which the program or service is provided.

(2) The date on which the authority and the municipality entered into a memorandum of understanding or another agreement with respect to the provision of the program or service.

6) For each Category 3 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:

(1) Whether or not the program or service was financed, in whole or in part, through municipal levies collected from participating municipalities.

(2) Whether or not the authority intends to seek to enter into a cost apportioning agreement with one or more participating municipalities to ensure all or part of the financing of the program or service after the transition date.

7) If an authority is aware on or before February 28, 2022 that it intends to provide a new Category 1, Category 2 or Category 3 program or service after February 28, 2022, the authority shall,

a) include the proposed program or service in the inventory;

b) in the case of a Category 2 program or service, indicate in the inventory that the authority intends to enter into a memorandum of understanding or another agreement under section 21.1.1 of the Act with the municipalities on behalf of which the program or service will be provided; and

c) in the case of a Category 3 program or service, indicate in the inventory whether the authority intends to seek to enter into a cost apportioning agreement with one or more participating municipalities to ensure all or part of the financing of the proposed program or service after the transition date.

The Programs and Services Inventory table which follows lists the Ganaraska Region Conservation Authority's (GRCA) programs and services as well as new requirements as described in Ontario Regulation 686/21.

Ganaraska Region Conservation Authority

November 23, 2023

Program Area	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Support Services:						
Program Description: Key assistance provided to all departments of the conservation authority, board of directors, member municipalities and the general public to enable Ganaraska Conservation to operate in an accountable, transparent, efficient and effective manner.						
CS	Corporate Services	Administrative, human resources, operating and capital costs which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of a conservation authority. Includes health and safety program, overseeing programs and policies.	1	CA Act 20	264,600	Municipal Levy – 87% Self-Generated – 13%
CS	Financial Management	Annual budget, accounts payable and receivable, payroll, financial analysis, financial audit, administration of reserves and investments, financial reports for funding agencies, preparing and submitting reports to CRA, benefits program administration.	1	CA Act 20	81,700	Municipal Levy – 100%
CS	Legal Expenses	Costs related to agreements/contracts, HR, etc.	1	CA Act 20	3,000	Municipal Levy – 100%
CS	Governance	Supporting CA Boards, Advisory Committees, Office of CAO/ST	1	CA Act Part IV	17,000	Municipal Levy - 100%
CS	Communications and Outreach	Public awareness-natural hazards, flood forecasting and warning, permitting requirements, natural hazard identification, mitigation, readiness and response, governance, policy, municipal and public relations and engagement, conservation lands.	1	CA Act20	49,330	Municipal Levy – 100%
CS	Administration Buildings	Administrative office and millennium building used to support staff, programs, and services. Includes utilities, routine and major maintenance, property taxes. Included is a charge out for capital asset replacement.	1	CA Act 20	133,000	Municipal Levy – 90% Self-Generated – 10%
CS	Information Technology Management/ GIS	Data management, records retention. Development and use of systems to collect and store data and to provide spatial geographical representations of data. Included is a charge out for capital asset replacement.	1	CA Act 20	69,200	Municipal Levy - 100%

Program Area	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
<p>Natural Hazard Management Program</p> <p>Program Description: Conservation Authorities (CAs) are the lead provincial agencies on Natural Hazard issues. The goal is to protect life and property from flooding and erosion. This watershed-wide, comprehensive program includes development applications and permits, municipal plan input and review, environmental planning and policy, flood forecast and warning, flood and erosion control infrastructure, technical studies, ice management, education, and public awareness.</p>						
WMHM	Section 28 Permit Administration	Reviewing and processing permit applications, associated technical reports, site inspections, communication with applicants, agents, and consultants and legal costs. Violations also fall under this category	1	CA Act 21.1 O.Reg. 686/21 Sec 8	96,300	Municipal Levy – 62% Self-Generated – 38%
EAS	Municipal Plan Input and Plan Review	Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances). Input to municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of Ministry of Natural Resources and Forestry (MNR), delegated to CAs (1983). Input to the review, approval processes under other applicable law, with comments related to natural hazards, wetlands, watercourses, and Sec. 28 permit requirements.	1	CA Act 21.1 O.Reg. 686/21 Sec 6 and 7	249,900	Municipal Levy – 70%, Self-Generated -30%
WMHM	Flood Forecasting and Warning	Daily data collection and monitoring of weather forecasts, provincial and local water level forecasts, watershed conditions, snow surveys, flood event forecasting, flood warning, communications and response and equipment maintenance.	1	CA Act 21.1 O.Reg. 686/21 Sec 2.1	160,500	Provincial Transfer Payment - 27% Municipal Levy – 73%

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
WMHM	Flood and Erosion Control Infrastructure Operation and Management	Water and erosion control infrastructure operations and management. Includes all water management structures (flood control, dams and channels, berms, erosion control, etc.) that are annually inspected, and routine maintenance work completed. Included is a charge out for capital asset replacement.	1	CA Act 21.1 O.Reg. 686/21 Sec 2.1 Sec 5.1	32,100	Provincial Transfer Payment – 32 % Municipal Levy – 68%
WMHM	Flood and Erosion Control Infrastructure Major Maintenance	Major maintenance on flood and erosion control structures as required. Projects are dependent on Water and Erosion Control Infrastructure (WECI) funding from the province and support from our municipal partners.	1	CA Act 21.1 O.Reg. 686/21 Sec 5	Varies from year to year	Provincial WECI– 50% Benefitting Municipal Levy – 50%
WMHM	Low water response	Conditions monitoring and analysis. Technical and administrative support to the Water Response Team representing major water users and decision makers, who recommend drought response actions.	1	CA Act 21.1 O.Reg. 686/21 Sec 3	4,000	Municipal Levy – 100%
WMHM	Information Management	Data collection, mapping, data sets, watershed photography. Development and use of systems to collect and store data and to provide spatial geographical representations of data. This includes our geographical information systems and support.	1	CA Act 21.1	Varies year to year depending on projects	Benefitting Municipal Levy - 100%
WMHM	Technical Studies and Policy Review	Studies and projects to inform natural hazards management programs including floodplain management, watershed hydrology, regulations areas mapping update, flood forecasting system assessment, floodplain policy, Lake Ontario shoreline management. These projects often for a specific number of years and are distributed over time as human resources and funding is available.	1	CA Act 21.1 O.Reg. 686/21 Sec 1	Varies from year to year	Benefitting Municipal Levy /Self-Generated – 100% Alternate grant funding when available
CL	Natural Hazards Communications, Outreach and Education	Promoting public awareness of natural hazards including flooding, drought, and erosion. Attending public events, supplying materials. Social media services. Media relations. Educate elementary school students through the Spring Water Awareness program about the danger of floodwaters, dangers of dams, etc.	1	CA Act 21.1 O.Reg. 686/21 Sec 1(3)-3	12,000	Municipal Levy – 70% Self-Generated – 30%

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Provincial Water Quality & Quantity Monitoring						
Program Description: Ganaraska Conservation, in partnership with Ministry of Environment, Climate Change and Parks (MECP), has established long term sites to monitor surface and ground water conditions as well as an investment into long-term monitoring of climate change trends.						
WMHM	Provincial Water Quality Monitoring Network (PWQMN)	CA/MECP partnership for stream water quality monitoring at 9 sites. Staff take water samples and MECP does lab analysis and data management. Information is used for watershed report cards and stewardship project prioritization.	1	O. Reg. 686/21 12 (1) 2	6,100	Municipal Levy – 100%
WMHM	Provincial Groundwater Monitoring Network (PGMN)	A long-standing CA/MECP partnership for groundwater level and quality monitoring at 17 stations. Costs include sampling, data collection, analysis, data management and reporting. MECP funded network installation and continues to fund equipment replacements. Data collected supports groundwater monitoring, low water response, and water quality monitoring.	1	O. Reg. 686/21 12 (1) 1	76,000	Benefitting Municipal Levy – 100%
Local Water Quality Monitoring						
Program Description: Ganaraska Conservation, in partnership with community organizations, municipalities, and federal and provincial agencies has established sites to monitor surface water quality and quantity as well as many other parameters to support a healthy ecosystem.						
WMHM	Surface Water Quality Monitoring Program	Surface water quality monitoring at 18 surface water sites, (in addition to PWQMN), water quantity measurements at 80 baseflow sites and water quality samples collect at 4 auto sampler sites supporting Lake Ontario nearshore water monitoring. Costs include sampling, analysis, equipment maintenance and reporting.	2	CA Act	98,000	Benefitting Municipal Levy – 100%
Drinking Water Source Protection						
Program Description: The protection of municipal drinking water supplies in the Trent Conservation Coalition (TCC) Region and the Ganaraska Region Source Protection Area through the development and implementation of TCC Source Protection Plans. Ganaraska Conservation is a member of the TCC which is a complex regional grouping of five Source Protection Areas including Ganaraska, Crowe, Otonabee, Kawartha and Lower Trent Authorities						
WMHM	Local Source Protection Area DWSP	Source Protection Authority reports, meetings and governance. Delivery of the activities required by the Clean Water Act and regulations as per Clean Water Act.	1	O.Reg. 686/21 Sec 13	90,000	Provincial Transfer Payment MECP– 100%
WMHM	DWSP Risk Management Official	Carrying out Part IV duties of the Clean Water Act on behalf of municipalities through service agreements.	2	CA Act 21.1.1	2,000	Municipal Agreements – 100 %

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Core Watershed-based Resource Management Strategy						
Program Description: The purpose of a watershed plan is to understand the current conditions of the watershed, and identify measures to protect, enhance, and restore the health of the watershed. Watershed strategies provide a management framework to provide recommendations which consists of goals, objectives, indicators, and management recommendations. This addresses existing issues in the watershed and mitigate impacts from potential future land uses, while recommending appropriate actions to protect, enhance, and restore the watershed.						
New	Watershed-Based Resource Management Strategy Development	New Project: Collate/compile existing resource management plans, watershed plans, studies, and data. Strategy development, implementation, and annual reporting. This project builds on previous Watershed Management Strategies. To be completed on or before December 31, 2024 per requirements of Regulation.	1	O. Reg. 686/21 12 (1) 3	To be determined	Municipal Levy – 100%
Sub-watershed Plans and Projects						
Program Description: Watershed strategies provide a management framework to provide recommendations which consists of goals, objectives, indicators, and recommendations. This addresses existing issues in the watershed and mitigate impacts from potential future land uses, while recommending appropriate actions to protect, enhance, and restore the watershed.						
WMHM	Natural Heritage Mapping	Ganaraska Conservation incorporates natural heritage information particularly around wetlands to develop planning and regulatory strategies to mitigate downstream natural hazards. Data is also used in hydrologic and hydraulic models.	2	O. Reg. 686/21 12 (1) 3	33,000	Benefitting Municipal Levy – 100%
EAS	Watershed Ecology	Ganaraska Conservation provides watershed ecology services to specific watershed municipalities.	2	CA Act	46,100	Benefitting Municipal Levy – 100%
Conservation Authority Lands and Conservation Areas						
Program Description: Ganaraska Conservation owns over 11,000 acres of land which includes conservation areas, the Ganaraska Forest, significant wetlands and flood control structures and surrounding land. Ganaraska Conservation property is essential to watershed management, environmental protection, helps implement the Watershed Management Strategy and provides areas for passive recreation.						
CL	Section 29 Enforcement and Compliance	Conservation Areas/Ganaraska Forest/ regulation enforcement and compliance. Ganaraska Conservation staff and a contracted company patrol the 11,000 acres Ganaraska Forest and conservation areas to ensure that the regulations are being adhere to by the users.	1	CA Act 29 O.Reg 686/21 9(1) 4	20,000	Municipal Levy – 100 %

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
CL	Ganaraska Forest	<p>Category 1 - Ganaraska Conservation owns and maintains the 11,000 acre Ganaraska Forest. The forest has 100's of kilometers of multi-use trails that require maintenance year round. This Includes recreation, forest management, risk management program, hazard tree management, gates, fencing, signage, communications, pedestrian bridges, trails, parking lots, picnic shelters, road, restoration, ecological monitoring, carrying costs such as taxes and insurance. The Ganaraska Forest Management Plan guides the management of the forest. The plan's primary goal is "to conserve, enhance and where feasible restore the forest ecosystem to reflect the native biodiversity of the Ganaraska Forest while at the same time embracing recreational, education and social activities that support the health and sustainability of the forest."</p> <p>Category 3 – GRCA also does timber management within the forest. The Forest Management Plan lists principles by which the forest is managed and the last principle states that "the Ganaraska Forest provides a sustainable economic benefit to the GRCA, without compromising the ecological health of the Ganaraska Forest." The revenues vary from year to year based on the plan. Expenses are matched with those revenues.</p>	1,3	CA Act 21.1 O.Reg 686/21 9 (1) 2 i, ii and iv	600,000 250,000	Municipal Levy – 20% Self-Generated – 80% Self-Generated- 100%
CL	Conservation Areas	GRCA is responsible for the management and maintenance of 9 conservation areas, as well as other lands that are not formal conservation areas. This Includes passive recreation, forest management, risk management program, hazard tree management, gates, fencing, signage, communications, pedestrian bridges, trails, parking lots, picnic shelters, road, restoration, ecological monitoring, carrying costs such as taxes, insurance and capital asset replacement.	1	CA Act 21.1 O.Reg 686/21 9 (1) 2 i, ii and iv	308,400	Municipal Levy – 100%

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
CL	Conservation Area Major Maintenance	Major maintenance and capital improvements to support public access, safety, and environmental protection such as pedestrian bridges, boardwalks, pavilions, trails. These expenses are covered by the capital asset reserve in most cases.	1	CA Act 21.1	Varies	Self-Generated – 100%
CL	Land Acquisition	Strategic acquisition of environmentally significant properties.	2 3	CA Act 21.1 O.Reg 686/21 9 (1) 2 vi	Varies	Municipal - % Self-Generated – %
New	Inventory of Conservation Authority lands	New Project: The land inventory will include the following information: location, date obtained, method and purpose of acquisition, land use. Project updates as inventory changes. To be completed on or before December 31, 2024 per requirements of Regulation.	1	O. Reg. 686/21 9 (3)	To be determined	Municipal Levy – 100%
New	Strategy for CA owned or controlled lands and management plans	New Project: A strategy to guide the management and use of CA-owned or controlled properties including guiding principles, objectives, land use, natural heritage, classifications of lands, mapping, identification of programs and services on the lands, public consultation, publish on website. Updates of existing conservation area management plans. To be completed on or before December 31, 2024 per requirements of Regulation.	1	O. Reg. 686/21 9 (1)1	To be determined	Municipal Levy – 100%
New	Land Acquisition and Disposition Strategy	Update: Update current policy to guide the acquisition and disposition of land to fulfill the objects of the authority. To be completed on or before December 31, 2024 per requirements of Regulation.	1	O. Reg. 686/21 9 (2) vi	To be determined	Municipal Levy – 100 %

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Watershed Stewardship						
Program Description: The watershed stewardship program includes a fisheries component, a program funded by municipalities which provides funding for landowners for projects and the landowner tree planting program.						
WS	Private Landowner Stewardship Program	Clean Water-Healthy Land – Financial Assistance Program. In partnership with some of the watershed municipalities, Ganaraska Conservation offers environmental technical and financial assistance, tools and information to any resident, business, school or service club within its jurisdiction and within the participating municipality.	3	CA Act	60,000	Benefitting Municipal Levy – 100%
WS	Tree Planting Services	Clean Water-Healthy Land – Tree Planting GRCA Tree Seedling Program allows property owners to purchase bare root native tree and shrub seedlings at a minimal cost. GRCA also provides full-service tree planting to landowners.	3	CA Act	100,000	Self-Generated – 100%
WS	Fisheries Services	In partnership with Fisheries and Oceans Canada, Ganaraska Conservation staff are responsible for the sea lamprey monitoring program on Cobourg Creek which captures and samples many difference species and record the results and submit data. Fish surveys are also done with other partners, such as OPG and Hydro One through agreements.	3	CA Act	26,800	Agreement in place Self-Generated – 100%
WS	Stewardship Partner Projects	Ganaraska Conservation’s stewardship program partners with various organizations to deliver environmental programs and projects. These programs are for a limited time period. Example include the Highway of Heroes Tree Campaign tree planting partnership, Forests Ontario and the Durham Collaborative Tree Program.	3	CA Act	Varies from year to year	Agreement in place Self-Generated – 100%

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Other Program Areas						
Program Description: Ganaraska Conservation delivers other programs that are not part of the mandatory programs and services as outlined in O. Reg. 686/21. All of these programs are funded without municipal general levy. All of the programs influence and enhance the health and watershed management of the GRCA and are part of a larger integrated watershed management model.						
CL	Outdoor Education	The Ganaraska Forest Centre, located in the heart of the Ganaraska Forest, is home to the outdoor education program of the GRCA where thousands of students visit for a day or overnight to learn about their environmental footprint and become familiar with the natural world around them. Taught by Ontario – certified teaching staff, the GFC offers curriculum-based education programs for elementary and secondary students. These programs focus on local watersheds, ecosystems, and environmental issues. Programs take can also take place at schools (indoors and outdoors) or through online learning.	3	CA Act 21.1.2	479,200	Self-Generated – 100%
NEW	Other	Opportunities for new projects or programs that benefit the watershed and its municipal partners can occur anytime and can have varying durations. These projects may require matching funding or be self-sustaining. New projects may require municipal participation and/or funding.	3	CA Act 21.1.2		Self-Generated and/or Benefitting Municipal Levy

Appendix

- 1) All of the financial information provided is based on estimates, including the percentage of the total annual fund contributions of the various funding providers
- 2) Under O. Reg. 687/21 Section 6. (2)(c)(i)(D) if the authority is of the opinion that the average annual cost determined under sub-subclause (A) or (B) does not reflect the average annual cost to provide the program or service in the future, adjust the average annual cost and provide an explanation for this adjustment

The costs associated with each program and service are estimated based on the 2023/2024 budget for Ganaraska Conservation. COVID-19 has had a significant impact on the revenues of GRCA and therefore a five-year estimate is not reflective of current and future costs. The costs for programs and services increase annually due to increases in wages and benefits and the increased operational costs due to inflation. As well program operations are often modified based on best management practices.