



# NOTICE OF MEETING

**DATE:** October 20, 2022

**TIME:** 7:15 pm

**LOCATION:** Zoom Meeting

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## AGENDA

**MEETING:**

**BOARD OF DIRECTORS**

**MEMBERS:**

Nicole Beatty, Tim Belch, Bruce Buttar, Brian Darling, Jeff Lees, Greg Booth, Mark Lovshin, Vicki Mink, Joe Neal, Tracy Richardson, 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 – **September 15, 2022 – attached**

4. Adoption of the Agenda
5. Delegations:
  - a) Ganaraska Members Action Group, Judith Blakely and Dave Miller – **staff report attached**
  - b) Forest Reopening, Peter Swinton – **staff report attached**
6. Presentations:
  - a) Ganaraska Forest Update – **staff report attached**
7. Business Arising from Minutes:
  - a) 2032 Preliminary Budget and 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:

None.
11. New Business:
  - a) Electronic Monitoring Policy – **staff report attached**
12. Other Business:

None
13. In Camera:
  - a) Personal Matter – Identifiable Person(s)
14. Adjourn

# GANARASKA REGION CONSERVATION AUTHORITY

## MINUTES OF THE BOARD OF DIRECTORS

September 15, 2022 (via Zoom)

GRCA 04/22

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### 1. Welcome, Land Acknowledgement and Call to Order

The Chair called the Ganaraska Region Conservation Authority (GRCA) Board of Directors meeting to order at 7:15 p.m.

**MEMBERS PRESENT:** Mark Lovshin, Chair - Township of Hamilton  
Jeff Lees, Vice-Chair - Municipality of Port Hope  
Nicole Beatty - Town of Cobourg  
Greg Booth - Township of Alnwick/Haldimand  
Bruce Buttar - Agricultural Sector  
Brian Darling - Town of Cobourg  
Joe Neal - Municipality of Clarington  
Vicki Mink - Municipality of Port Hope  
Tracy Richardson - City of Kawartha Lakes  
Margaret Zwart - Municipality of Clarington

**ALSO PRESENT:** Linda Laliberte, CAO/Secretary-Treasurer  
Cory Harris, Watershed Services Coordinator  
Ken Thajer, Planning and Regulations Coordinator  
Pam Lancaster, Conservation Lands Coordinator  
Gus Saurer, Forester  
Ed Van Osch, Forest Recreation Technician

**ABSENT WITH  
REGRETS:**

**ALSO ABSENT:** Tim Belch - Township of Cavan Monaghan

### 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 30/22**

**MOVED BY:** Brian Darling

**SECONDED BY:** Greg Booth

**THAT** the Ganaraska Region Conservation Authority approve the minutes of the June 16, 2022 meeting.

**CARRIED.**

4. Adoption of the Agenda

**GRCA 31/22**

**MOVED BY:** Margaret Zwart

**SECONDED BY:** Brian Darling

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

**CARRIED.**

5. Delegations

None.

6. Presentations

a) Ganaraska Forest Update

Gus Saurer, Forester and Ed Van Osch, Forest Recreation Technician, provided the Board members with an update on the storm damage, clean up and reopening of the Forest as a result of the derecho storm of May 21, 2022.

Joe Neal asked about the damage in Northumberland Forest as compared to Ganaraska Forest. Staff explained that Northumberland Forest was virtually untouched by the storm. Chair Mark Lovshin stated he saw the damage and complimented staff on the efficiency of the clean-up. Tracy Richardson also stated that residents in the area of where the storm went through are still cleaning up their lands and recognized it is a large job.

**GRCA 32/22**

**MOVED BY:** Vicki Mink

**SECONDED BY:** Bruce Buttar

**THAT** the Ganaraska Region Conservation Authority receive the Ganaraska Forest Update presentation for information.

**CARRIED.**

7. Business Arising from Minutes

None.

8. Correspondence

None.

9. Applications under Ontario Regulation 168/06:

Permits approved by Executive:

**GRCA 33/22**

**MOVED BY:** Jeff Lees  
**SECONDED BY:** Brian Darling

**THAT** the Board of Directors receive the permits for information.

**CARRIED.**

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

None.

10. Committee Reports:

a) Ganaraska Forest Recreational Users Committee Minutes

**GRCA 34/22**

**MOVED BY:** Vicki Mink  
**SECONDED BY:** Brian Darling

**THAT** the Ganaraska Forest Recreational Users Committee minutes of the September 1, 2022 meeting be received for information.

**CARRIED.**

11. New Business:

a) 2023 Preliminary Budget Criteria  
Joe Neal requested a recorded vote.

**GRCA 35/22**

Nicole Beatty	- Yes
Greg Booth	- Yes
Brian Darling	- Yes
Jeff Lees	- Yes
Mark Lovshin	- Yes
Vicki Mink	- Yes
Joe Neal	- No
Tracy Richardson	- Yes
Margaret Zwart	- Yes

**THAT** the Board of Directors direct staff to prepare the 2023 preliminary budget based on the criteria contained in the staff report dated September 15, 2022 and the preliminary budget be prepared for the October 20, 2022 meeting.

**CARRIED.**

12. Other Business

None.

13. In Camera:

None.

14. Adjourn

The meeting adjourned at 8:00 p.m.

**GRCA 36/22**

**MOVED BY:** Brian Darling

**SECONDED BY:** Jeff Lees

**THAT** the Board of Directors adjourn the meeting.

**CARRIED.**

\_\_\_\_\_  
**CHAIR**

  
\_\_\_\_\_  
**CAO/SECRETARY-TREASURER**

**STAFF REPORT – October 20, 2022**

**TO: Chair and Members of the Ganaraska Region Conservation Authority**


**Re: Delegation – Judith Blakely and David Miller**

Judith Blakely and David Miller have requested to be a delegation at the October 20, 2022 Board of Directors meeting. They will be speaking on behalf of the Ganaraska Members Action Group and addressing the concerns of the group regarding the management and re-opening of the Ganaraska Forest.

**RECOMMENDATION:**

**THAT** the Board of Directors receive the delegation for information and refer the information from the presentation to staff.

**Prepared by:**

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

**STAFF REPORT – October 20, 2022**

**TO: Chair and Members of the Ganaraska Region Conservation Authority**

**Re: Delegation – Peter Swinton**

Peter Swinton has requested to be a delegation at the October 20, 2022 Board of Directors meeting. He will be speaking to the September 30th partial reopening of the forest, and the extension of memberships.

**RECOMMENDATION:**

**THAT** the Board of Directors receive the delegation for information and refer information from the presentation to staff.

**Prepared by:**



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



**STAFF REPORT – October 20, 2022**

**TO: Chair and Members of the Ganaraska Region Conservation Authority**

**Re: Ganaraska Forest Update**

Staff will be providing a further update on the Ganaraska Forest and the re-opening that occurred on September 30, 2022.

**RECOMMENDATION:**

**THAT** the Ganaraska Region Conservation Authority receive the presentation for information.

**Prepared by:**

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

## STAFF REPORT – October 20, 2022

**TO: Chair and Members of the Board of Directors**

**RE: 2023 Preliminary Budget and Municipal Levy**

At the September Board of Directors meeting, the staff report outlining the 2023 budget criteria was approved. Staff has prepared the attached preliminary budget based on those criteria. The municipalities require a minimum 30 days' notice to consider the proposed municipal levies. Given the upcoming municipal election, the levy vote will not take place until the December meeting. Over the next few months, staff of the Conservation Authority will be contacting the municipalities to review the proposed capital projects.

As a result of the approved criteria, the base levy was increased by 2.5% to \$15,933.97 and the overall levy was increased by 2.5%. An allowance has been built in for a 2.5% increase in the salary grid to be effective January 1, 2023.

The Ministry of Natural Resources and Forestry has provided the adjustments to the current value assessments (CVA). The apportionment percentages provided are as follows:

	<b>2022 CVA</b>	<b>2023 CVA</b>	
Municipality of Clarington	51.5932	51.7771	↑
Town of Cobourg	20.3109	20.3655	↑
Township of Alnwick/Haldimand	0.9419	0.9442	↑
Township of Hamilton	10.6422	10.5089	↓
Municipality of Port Hope	16.2282	16.1188	↓
Township of Cavan Monaghan	0.1960	0.1989	↑
City of Kawartha Lakes	0.0876	0.0867	↓

The above percentages were calculated from current value assessment data provided by the Municipal Property Assessment Corporation (MPAC) and further revised based on the CA Levy Regulation (Ontario Regulation 670/2000 under the CA Act). The spreadsheets, which include population data, are provided to the Conservation Authorities by MPAC and apportioned based on the percentage of the area of each municipality within the CA jurisdiction.

The preliminary budget is not normally reviewed in a line by line presentation at the board meeting. The capital projects within the budget will be discussed with staff of the partnering municipalities and included within the final budget when the budget is presented for approval in 2023. Board members are encouraged to contact the CAO/Secretary-Treasurer to answer any questions in advance of the meeting. If a more in depth review of the budget or levy process and calculations is requested, a meeting to review the document prior to the board meeting can be arranged.

**RECOMMENDATION:**

**THAT** the Board of Directors receive the 2023 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 2023 levy will be taken at the December 2022 Board of Directors meeting.

Prepared by:

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

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# 2023 Preliminary Budget

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October 20, 2022

# GANARASKA REGION CONSERVATION AUTHORITY

## 2023 Preliminary Budget

*Presented to the Board of Directors October 20, 2022*

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# **INTRODUCTION**

*The objects of an Authority are to establish and undertake, in the area over which it has jurisdiction, a program designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals.*

**Ganaraska Region Conservation Authority  
Established 1946**

**Watershed Municipalities**

Municipality of Clarington  
Township of Hamilton

Town of Cobourg  
Township of Alnwick/Haldimand  
Township of Cavan Monaghan

Municipality of Port Hope  
City of Kawartha Lakes

The watershed covers an area of 361 square miles and has a population of 75,523.

**2022 Board of Directors**

Municipality of Port Hope – Mark Lovshin\*  
Township of Hamilton – Jeff Lees\*\*  
Township of Alnwick/Haldimand – Greg Booth  
Township of Cavan Monaghan – Tim Belch  
Municipality of Clarington – Joe Neal  
Municipality of Clarington – Margaret Zwart  
Town of Cobourg – Nicole Beatty  
Town of Cobourg – Brian Darling  
Municipality of Port Hope – Vicki Mink  
City of Kawartha Lakes – Tracy Richardson  
\* denotes Chair \*\* denotes Vice Chair

The Full Authority usually meets the 3rd Thursday of every month or at the call of the Chair.

*The Ganaraska Region Conservation Authority's Shared Vision:*

*“Clean water healthy land for  
healthy communities.”*

Our Shared Values:

To Explore is to Value Knowledge

To Learn is to Value Collaboration

To Lead is to Value Excellence

To Evolve is to Value Innovation

***The Ganaraska Region Conservation Authority's mission is to  
enhance and conserve across the Ganaraska Region Watershed  
by serving, educating, informing and engaging.***

**Ganaraska Region Conservation Authority  
2022 Committees**

**Ganaraska Forest Recreational Users Committee**

Mark Gardiner (Chair), Dave Grant, Cam Lowe, Mark Cousins, Randy Cunningham, Jennifer Jackman, Marven Whidden, Amber Panchyshyn, Garry Niece, Peter Wood, Mike Ainsworth, Mark Ryckman and Tracy Richardson (Board Member Representative)



**2023  
PRELIMINARY  
BUDGET**

## **2023 PRELIMINARY BUDGET PRESENTATION FORMAT**

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All columns in the budget are the budgeted figures with the exception of the column headed as the 2022 Projected Total, which are the estimated totals to the end of the year. The 2022 Other Funds shown are budget figures and may have been adjusted and as a result may be reflected by decreases/increases in the 2022 Projected Totals. For example, if “Other Funds” budgeted are not expected to be realized then the spending in those areas will probably be decreased where possible to compensate for lack of revenue. In cases where the funding received for a capital project was not spent, it has been carried forward as deferred revenue.

### **PROGRAM AREAS**

#### **Watershed Management and Health Monitoring**

- Costs are those required to develop the framework and management strategy to provide a rational approach to natural systems protection, restoration and use

#### **Environmental Advisory Services**

- Costs associated with providing environmental review of development proposals submitted by municipalities, general public and developers

#### **Watershed Stewardship**

- Costs associated with providing service and/or assistance to watershed residents and municipalities on sound environmental practices that will enhance, restore or protect properties

#### **Conservation Land Management**

- Costs associated with land or buildings either owned or managed by the Authority and may have active programming on conservation lands

#### **Corporate Services**

- Costs associated with the management and program delivery

### **SOURCES OF FUNDING**

**Provincial Grant** - The Ministry allocates funding to flood forecasting and warning.

**Municipal** - General Levy - shared by member municipalities for all program areas for which all municipalities benefit equally. The general levy includes a base levy of \$15,933.97 and a capital Asset Management levy of \$173,866.00.

**Other Funds** - includes water management fees, forest centre revenues, winter trails and forest memberships, timber management, as well as capital levies for completion of projects in the watershed municipalities.

**Ganaraska Region Conservation Authority  
2023 Preliminary Budget**

<b>Category (1,2,3)</b>	<b>2022 Budget</b>	<b>2022 Projected Total</b>	<b>2022 Grant</b>	<b>2022 Levy</b>	<b>2022 Other Funds</b>	<b>2023 Budget</b>	<b>2023 Grant</b>	<b>2023 Levy</b>	<b>2023 Other Funds</b>
<b>PROGRAM AREAS:</b>									
<b>Watershed Management &amp; Health Monitoring</b>	1,265,333	1,101,120	51,863	202,652	936,818	960,186	51,863	203,052	705,271
<b>Environmental Advisory Services</b>	306,708	302,482	0	106,708	200,000	323,112	0	108,112	215,000
<b>Watershed Stewardship</b>	506,319	375,866	0	10,435	495,884	390,092	0	4,515	385,577
<b>Conservation Land Management</b>	1,871,768	1,373,028	0	380,718	1,491,050	1,563,353	0	436,553	1,126,800
<b>Corporate Services</b>	699,737	576,449	0	508,237	191,500	573,337	0	486,737	86,600
<b>TOTAL BUDGET</b>	<b>4,649,865</b>	<b>3,728,945</b>	<b>51,863</b>	<b>1,208,750</b>	<b>3,315,252</b>	<b>3,810,080</b>	<b>51,863</b>	<b>1,238,969</b>	<b>2,519,248</b>

# **WATERSHED MANAGEMENT**

## **WATERSHED MANAGEMENT AND HEALTH MONITORING**

Watershed management and health monitoring program costs are those required to develop the framework and management strategy to provide a rational approach to natural systems protection, restoration and use. Flood protection services fall within this department, which include costs associated with providing watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life.

Watershed Plans & Strategies – Projects undertaken by the Conservation Authority to provide a broad understanding of ecosystem function and status and to make recommendations for appropriate environmental resource management, land use change, land management change, or redevelopment and restoration, on a watershed basis.

Resource Inventory and Environmental Monitoring – The groundwater program, funded by the Region of Durham, Municipality of Port Hope and the Township of Hamilton is also reflected under this area. The Municipality of Clarington, with Port Hope, Cobourg and Hamilton are funding watershed monitoring.

### Flood Protection Services

Flood Forecasting and Warning – Procedures, undertaken by the Conservation Authority, required to reduce the risk of loss and property damage due to flooding through the forecasting of flood events and issuing of flood warnings, alerts and advisories to prepare those who must respond to the flood event. This is currently funded about 35% by the province and 65% by general levy.

Flood/Erosion Control Structures – Preventative maintenance to the flood and erosion control structures throughout the watershed.

Floodplain Regulations – Includes costs associated with implementing the fill and floodplain regulations required ensuring the integrity of the watershed floodplain management system.

Natural Heritage Mapping - A natural heritage mapping for the watershed is continuing using funds from the Municipality of Clarington.

GIS Services & Remote Sensing - GRCA staff continue with these partnerships.

2023 Preliminary Budget

Category (1,2,3)	2022 Budget	2022 Projected Total	2022 Grant	2022 Levy	2022 Other Funds	2023 Budget	2023 Grant	2023 Levy	2023 Other Funds	
<b>WATERSHED MANAGEMENT AND HEALTH MONITORING:</b>										
<b>WATERSHED PLANS &amp; STRATEGIES</b>										
<b>Climate Change Strategy</b>	2									
Wages & Benefits	41,000	34,600				40,000				
Expenses	7,000	6,000				7,000				Deferred 7,000
<b>TOTAL</b>	<b>48,000</b>	<b>40,600</b>	<b>0</b>	<b>0</b>	<b>48,000</b>	<b>47,000</b>	<b>0</b>	<b>0</b>	<b>47,000</b>	Durham 30,000; Port Hope 10,000
<b>Watershed Report Card Update</b>	2									
Wages & Benefits	19,900	17,300				14,800				
Expenses	5,100	3,671				4,200				Deferred 4,000
<b>TOTAL</b>	<b>25,000</b>	<b>20,971</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>19,000</b>	<b>0</b>	<b>0</b>	<b>19,000</b>	Durham 15,000
<b>RESOURCE INVENTORY &amp; ENVIRONMENTAL MONITORING</b>										
<b>Groundwater</b>	1									
Wages & Benefits	63,950	64,000				57,550				
Materials, Expenses, Training	20,300	19,000				16,700				Durham 38,925
Motor Pool	0	0				0				
Capital Asset Replacement	675	675				675				Port Hope 18,000; Hamilton 18,000
<b>TOTAL</b>	<b>84,925</b>	<b>83,675</b>	<b>0</b>	<b>0</b>	<b>84,925</b>	<b>74,925</b>	<b>0</b>	<b>0</b>	<b>74,925</b>	
<b>Watershed Monitoring</b>	2									
Wages & Benefits	42,000	41,205			8,800	41,457			8,800	Employment Program
Expenses, Training, Consulting	24,200	23,446			83,500	24,000			81,500	Hamilton 15,000; Port Hope 15,000
Equipment (Auto System, Meters)	6,307	1,000				5,750				Cobourg 5,000; Durham 42,500
Equipment Repairs	2,000	1,260				1,800				Deferred 4,000
Motor Pool	3,500	1,964				3,000				
Capital Asset Replacement	57,293	38,293			43,000	14,293				
<b>TOTAL</b>	<b>135,300</b>	<b>107,168</b>	<b>0</b>	<b>0</b>	<b>135,300</b>	<b>90,300</b>	<b>0</b>	<b>0</b>	<b>90,300</b>	
<b>Water Quality Sampling (PWQMN)</b>	1									
Wages & Benefits	5,850	5,300				5,850				
Expenses	50	0				50				
<b>TOTAL</b>	<b>5,900</b>	<b>5,300</b>	<b>0</b>	<b>5,900</b>	<b>0</b>	<b>5,900</b>	<b>0</b>	<b>5,900</b>	<b>0</b>	
<b>Low Water Response</b>	1									
Wages & Benefits	3,900	3,900				3,900				
Expenses	0	0				0				
<b>TOTAL</b>	<b>3,900</b>	<b>3,900</b>	<b>0</b>	<b>3,900</b>	<b>0</b>	<b>3,900</b>	<b>0</b>	<b>3,900</b>	<b>0</b>	
<b>Clarington Storm Sewer</b>										
Wages & Benefits	18,000	19,000								
Expenses	2,500	3,233								
<b>Total</b>	<b>20,500</b>	<b>22,233</b>	<b>0</b>	<b>0</b>	<b>20,500</b>					

Category (1,2,3)	2022 Budget	2022 Projected Total	2022 Grant	2022 Levy	2022 Other Funds	2023 Budget	2023 Grant	2023 Levy	2023 Other Funds	
<b>FLOOD PROTECTION SERVICES</b>										
<b>Flood Forecasting &amp; Warning</b>	1									
Wages & Benefits	120,050	106,391				121,450				
Training and Development	1,000	400				1,000				
Motor Pool	6,000	4,000				6,000				
Gauge and Station Maintenance	1,700	200				1,700				
Computer services	400	100				400				
Equipment, manual, model, network	5,000	2,500				5,000				
Office services	9,000	7,453				8,500				
Capital Asset Replacement	46,660	32,660			34,000	12,660				
<b>TOTAL</b>	<b>189,810</b>	<b>153,704</b>	<b>40,000</b>	<b>115,810</b>	<b>34,000</b>	<b>156,710</b>	<b>40,000</b>	<b>116,710</b>	<b>0</b>	
<b>Flood Control Structures</b>	1									
Wages & Benefits	9,800	9,600				9,900				
Taxes	12,000	8,600				12,000				
Insurance, Expenses	1,200	1,000				1,200				
Capital Asset Replacement	3,500	3,588				3,500				
<b>TOTAL</b>	<b>26,500</b>	<b>22,788</b>	<b>11,863</b>	<b>14,637</b>	<b>0</b>	<b>26,600</b>	<b>11,863</b>	<b>14,737</b>	<b>0</b>	
<b>Erosion Control Structures</b>	1									
Wages & Benefits	1,000	1,437				1,000				
Materials, Expenses	0	0				0				
<b>TOTAL</b>	<b>1,000</b>	<b>1,437</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	
<b>Floodplain Regulations</b>	1									
Wages & Benefits	87,850	79,546				87,850				
Training and Development	200	0				200				
Motor Pool	1,100	600			10,000	1,100			10,000	Deferred
Materials and Supplies	200	1,025			30,000	200			30,000	Permit fees
Legal expenses	2,500	0				2,500				
Capital Asset Replacement	1,467	1,467				1,467				
<b>TOTAL</b>	<b>93,317</b>	<b>82,638</b>	<b>0</b>	<b>53,317</b>	<b>40,000</b>	<b>93,317</b>	<b>0</b>	<b>53,317</b>	<b>40,000</b>	
<b>Dam Safety</b>	1									
Wages & Benefits	0	0				0				
Expenses	0	0				0				
Capital Asset Replacement	7,088	7,488				7,488				
<b>TOTAL</b>	<b>7,088</b>	<b>7,488</b>	<b>0</b>	<b>7,088</b>	<b>0</b>	<b>7,488</b>	<b>0</b>	<b>7,488</b>	<b>0</b>	
<b>Natural Heritage Mapping</b>	2									
Wages & Benefits	31,320	28,000				31,320				
Materials, Expenses	1,680	1,748				2,314				
<b>TOTAL</b>	<b>33,000</b>	<b>29,748</b>	<b>0</b>	<b>0</b>	<b>33,000</b>	<b>33,634</b>	<b>0</b>	<b>0</b>	<b>33,634</b>	Durham 33,634
<b>Natural Hazard Mapping - Clarrington Floodline Update</b>	1									
Wages & Benefits	15,500	7,301				16,500				
Expenses	5,812	3,000				5,812				Deferred 5,000
<b>TOTAL</b>	<b>21,312</b>	<b>10,301</b>	<b>0</b>	<b>0</b>	<b>21,312</b>	<b>22,312</b>	<b>0</b>	<b>0</b>	<b>22,312</b>	Durham 17,312

	Category (1,2,3)	2022 Budget	2022 Projected Total	2022 Grant	2022 Levy	2022 Other Funds	2023 Budget	2023 Grant	2023 Levy	2023 Other Funds	
<b>Flood Mapping - ORCA - Thompson Ck</b>											
Wages & Benefits		5,876	5,621								
Expenses											
TOTAL		<u>5,876</u>	<u>5,621</u>	<u>0</u>	<u>0</u>	<u>5,876</u>					
<b>Haliburton Floodplain Mapping</b>											
Wages & Benefits	2	180,300	176,892				187,300				
Expenses		35,000	39,978				28,000			5,000	Survey Equipment KRCA
Motor Pool		100	0				100				
Consulting		0	0				0			210,400	Deferred 10,400
TOTAL		<u>215,400</u>	<u>216,870</u>	<u>0</u>	<u>0</u>	<u>215,400</u>	<u>215,400</u>	<u>0</u>	<u>0</u>	<u>215,400</u>	City of Haliburton 200,000
<b>Clarington NDMP Flood Plain Mapping Update</b>											
<b>- Graham Creek</b>											
Wages & Benefits		24,500	24,500								
Expenses		1,602	1,602								
TOTAL		<u>26,102</u>	<u>26,102</u>	<u>0</u>	<u>0</u>	<u>26,102</u>					
<b>- Wilmot Creek</b>											
Wages & Benefits		29,900	29,900								
Expenses		2,253	2,253								
TOTAL		<u>32,153</u>	<u>32,153</u>	<u>0</u>	<u>0</u>	<u>32,153</u>					
<b>Brook Creek Flood Mitigation</b>											
Wages & Benefits		20,000	22,000								
Expense		5,000	3,000								
Total		<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>25,000</u>					
<b>Durham Risk Assessment</b>											
Wages & Benefits		32,000	32,800								
Expenses		2,000	1,200								
TOTAL		<u>34,000</u>	<u>34,000</u>	<u>0</u>	<u>0</u>	<u>34,000</u>					
<b>GIS SERVICES &amp; REMOTE SENSING</b>											
<b>Storm Sewer Asset Management</b>											
Wages & Benefits	2	32,059	29,000				32,059				
Expenses		2,500	2,300				2,500				
Capital Asset Replacement		941	941				941				Deferred 10,500
TOTAL		<u>35,500</u>	<u>32,241</u>	<u>0</u>	<u>0</u>	<u>35,500</u>	<u>35,500</u>	<u>0</u>	<u>0</u>	<u>35,500</u>	Port Hope 25,000
<b>GIS SERVICES - Other CA's &amp; Partners</b>											
Wages & Benefits	2	22,325	21,342				22,325				
Expenses		5,175	1,500				5,175				
TOTAL		<u>27,500</u>	<u>22,842</u>	<u>0</u>	<u>0</u>	<u>27,500</u>	<u>27,500</u>	<u>0</u>	<u>0</u>	<u>27,500</u>	ORCA
<b>Peterborough DEM</b>											
Wages & Benefits	2	8,100	8,000								
Expenses		4,400	4,400	0							
TOTAL		<u>12,500</u>	<u>12,400</u>	<u>0</u>	<u>0</u>	<u>12,500</u>					



Category (1,2,3)	2022 Budget	2022 Projected Total	2022 Grant	2022 Levy	2022 Other Funds	2023 Budget	2023 Grant	2023 Levy	2023 Other Funds	
<b>Peterborough City DEM</b>										
Wages & Benefits	3,200	2,400								
Expenses	0	800								
<b>TOTAL</b>	<u>3,200</u>	<u>3,200</u>	<u>0</u>	<u>0</u>	<u>3,200</u>					
<b>Brighton Remote Sensing</b>										
Expenses	15,000	15,000								
<b>TOTAL</b>	<u>15,000</u>	<u>15,000</u>	<u>0</u>	<u>0</u>	<u>15,000</u>					
<b>Soil Vulnerability Project</b>										
Wages & Benefits	23,000	22,400								
Expenses	11,000	10,900								
Contractor Quinte	17,850	17,900								
<b>TOTAL</b>	<u>51,850</u>	<u>51,200</u>	<u>0</u>	<u>0</u>	<u>51,850</u>					
<b>SOURCE PROTECTION PLANNING</b>										
<b>Source Protection Planning - TCC</b>										
1										
Wages & Benefits	82,700	67,000				96,700				
Materials, Expenses & Training	1,000	3,540				1,000				
<b>TOTAL</b>	<u>83,700</u>	<u>70,540</u>	<u>0</u>	<u>1,000</u>	<u>82,700</u>	<u>97,700</u>	<u>0</u>	<u>0</u>	<u>97,700</u>	Deferred 11,700; TCC 86,000
<b>Source Protection Municipal Implementation</b>										
<b>Hamilton Township RMO</b>										
2										
Wages & Benefits	2,000	2,000			2,000	2,000			2,000	
<b>TOTAL</b>	<u>2,000</u>	<u>2,000</u>	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>	<u>0</u>	<u>2,000</u>	Hamilton
<b>TOTAL WATER MANAGEMENT &amp; HEALTH MONITORING</b>										
	<u>1,265,333</u>	<u>1,101,120</u>	<u>51,863</u>	<u>202,652</u>	<u>936,818</u>	<u>960,186</u>	<u>51,863</u>	<u>203,052</u>	<u>705,271</u>	

# **ENVIRONMENTAL ADVISORY SERVICES**

## **ENVIRONMENTAL ADVISORY SERVICES**

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The environmental advisory services program costs are those associated with providing environmental review of development proposals submitted by municipalities, general public and developers. General levy and plan review fees for stormwater management fund this service area.

Municipal/Public Plan Input & Review – Includes municipal/public official plan review, comprehensive zoning bylaws, secondary plan review and general planning studies.

Development Plan Input & Review – Includes development driven review of plans of subdivision and condos, official plan amendments, land division review, site plans and zoning bylaws and variances. Ganaraska Region Conservation Authority also provides engineering services to neighbouring conservation authorities on a fee for service basis.

Watershed Ecology – Includes the ecological program of the Authority.

	Category (1,2,3)	2022 Budget	2022 Projected Total	2022 Grant	2022 Levy	2022 Other Funds	2023 Budget	2023 Grant	2023 Levy	2023 Other Funds	
<b>ENVIRONMENTAL ADVISORY SERVICES:</b>											
<b>MUNICIPAL/PUBLIC PLAN INPUT &amp; REVIEW</b>											
	1										
Wages & Benefits		82,000	75,925				82,000				
Training and Development		300	100				300				
Motor Pool		700	625				700				
Materials & Supplies		400	0				400				
Consulting		100	0				100				
Legal Expenses		1,000	0				1,000				
Capital Asset Replacement		2,004	2,004				2,004				
<b>TOTAL</b>		<b>86,504</b>	<b>78,654</b>	<b>0</b>	<b>86,504</b>	<b>0</b>	<b>86,504</b>	<b>0</b>	<b>86,504</b>	<b>0</b>	
<b>DEVELOPMENT PLAN REVIEW</b>											
	2										
Wages & Benefits		115,800	114,245			56,000	121,404			56,000	Fees
Training and Development		300	50			55,000	300			70,000	Deferred
Motor Pool		1,100	625				1,100				
Materials & Supplies		1,000	1,012				1,000				
ORCA Shared Planning		43,000	43,000			43,000	43,000			43,000	ORCA
Legal Expenses		1,000	0				1,000				
Liability Insurance		10,000	18,205				20,800				
Capital Asset Replacement		2,004	606				2,004				
<b>TOTAL</b>		<b>174,204</b>	<b>177,743</b>	<b>0</b>	<b>20,204</b>	<b>154,000</b>	<b>190,608</b>	<b>0</b>	<b>21,608</b>	<b>169,000</b>	
<b>WATERSHED ECOLOGY</b>											
	2										
Wages & Benefits		29,750	29,635				30,000				
Expenses, Training		16,000	16,000				15,900				
Motor Pool		100	450				100				
Capital Asset Replacement		150	0				0				
<b>TOTAL</b>		<b>46,000</b>	<b>46,085</b>	<b>0</b>	<b>0</b>	<b>46,000</b>	<b>46,000</b>	<b>0</b>	<b>0</b>	<b>46,000</b>	Durham 46,000
<b>TOTAL ENVIRONMENTAL ADVISORY SERVICE</b>											
		<b>306,708</b>	<b>302,482</b>	<b>0</b>	<b>106,708</b>	<b>200,000</b>	<b>323,112</b>	<b>0</b>	<b>108,112</b>	<b>215,000</b>	

# **WATERSHED STEWARDSHIP**

## **WATERSHED STEWARDSHIP**

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The watershed stewardship program costs are those associated with providing and/or assistance to watershed residents on sound environmental practices that will enhance, restore or protect their properties.

### **Land Stewardship**

Clean Water-Healthy Land - The Clean Water-Healthy Land program is a stewardship program funded by Durham Region, Trees Ontario, Oak Ridges Moraine Foundation and landowners. For Durham Region landowners, this program is subsidized by the Region of Durham. This program is also offered by the Municipality of Port Hope and the Township of Hamilton for the landowners, within the municipalities in partnership with the Conservation Authority.

Partner Projects includes the partnership with the Greater Golden Horseshoe Conservation Authorities Coalition (GGH CAC).

Category (1,2,3)	2022 Budget	2022 Projected Total	2022 Grant	2022 Levy	2022 Other Funds	2023 Budget	2023 Grant	2023 Levy	2023 Other Funds	
<b>WATERSHED STEWARDSHIP:</b>										
<b>LAND STEWARDSHIP</b>										
Fisheries Review	3	5,200	3,200			4,200				
Fish Trap		18,100	11,600		16,200	13,180			16,200	DFO
Expenses		100	647			100				
Motor Pool		300	434			300				
Capital Asset Replacement		435	425			435				
<b>TOTAL</b>		<u>24,135</u>	<u>16,306</u>	<u>0</u>	<u>7,935</u>	<u>18,215</u>	<u>0</u>	<u>2,015</u>	<u>16,200</u>	
<b>Clean Water - Healthy Land</b>										
<b>Tree Plant</b>										
Wages & Benefits	3	20,000	18,642			20,000				
Contractor		31,500	24,000			31,500				
Motor Pool		500	100			500				
Materials & Supplies (incl Forest Ontario)		58,230	48,600			58,230				
Capital Asset Replacement		520	512			520				
<b>TOTAL</b>		<u>110,750</u>	<u>91,854</u>	<u>0</u>	<u>0</u>	<u>110,750</u>	<u>0</u>	<u>0</u>	<u>110,750</u>	41,800 Deferred Tree plant
<b>Financial Assistance Program</b>										
Landowner Program Projects	2	95,850	90,513			95,850				
Kawartha Farm Stewardship Collaborative		0	0			0				Deferred 42,850
Program Admin/Expenses		12,000	11,874			12,000				Durham 20,000; Port Hope 20,000
<b>TOTAL</b>		<u>107,850</u>	<u>102,387</u>	<u>0</u>	<u>0</u>	<u>107,850</u>	<u>0</u>	<u>0</u>	<u>107,850</u>	Hamilton 20,000; Lusi 5,000
<b>TOTAL</b>		<u>218,600</u>	<u>194,241</u>	<u>0</u>	<u>0</u>	<u>218,600</u>	<u>0</u>	<u>0</u>	<u>218,600</u>	
<b>OPG Projects</b>										
Wages & Benefits	3	0	4,000			0				
Expenses & Consulting		9,000	1,000			4,000				
<b>TOTAL</b>		<u>9,000</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>0</u>	<u>0</u>	<u>4,000</u>	Deferred 4,000
<b>Durham Collaborative Tree Program</b>										
Wages & Benefits	2	33,000	26,000			20,000				
Expenses		19,000	0			9,000				
Marketing		23,000	1,000			23,000				
Other CA funds (transferred)		162,000	120,000			81,000				
<b>TOTAL</b>		<u>237,000</u>	<u>147,000</u>	<u>0</u>	<u>0</u>	<u>133,000</u>	<u>0</u>	<u>0</u>	<u>133,000</u>	Durham 133,000
<b>Partner Projects</b>										
OPG Projects	2	11,277	9,512			11,277			11,277	OPG Wesleyville
Enbridge		1,307	1,307			1,307				
MNR Partner Project		0	0			0				
GGH CAC		5,000	2,500			2,500			2,500	Durham
<b>TOTAL</b>		<u>17,584</u>	<u>13,319</u>	<u>0</u>	<u>2,500</u>	<u>15,084</u>	<u>0</u>	<u>2,500</u>	<u>13,777</u>	
<b>TOTAL WATERSHED STEWARDSHIP</b>		<u>506,319</u>	<u>375,866</u>	<u>0</u>	<u>10,435</u>	<u>495,884</u>	<u>390,092</u>	<u>0</u>	<u>4,515</u>	<u>385,577</u>

# **CONSERVATION LAND MANAGEMENT**



## **CONSERVATION LAND MANAGEMENT**

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This program area includes all expenses associated with land or buildings either owned or managed by the Authority. This area is divided into passive recreation and programmed recreation.

Passive Recreation – The costs associated with lands and buildings that do not have active programming. The expenses included are the costs for owning or managing the land.

Programmed Recreation – The direct costs associated with delivering active programming on Conservation Authority lands. This includes the Ganaraska Forest Centre and the Ganaraska Forest.

Ganaraska Forest Centre - For over forty years, the Ganaraska Region Conservation Authority has provided a unique outdoor education experience to elementary and secondary students at the Ganaraska Forest Centre. The outdoor education facility offers both day and overnight education programming. Such programs offered are: map reading, orienteering, forest studies and stream and pond study. As well, the facility is rented out to Scouts and Girl Guides for weekend use. COVID-19 continues to impact the Forest Centre revenues areas including but not limited to outdoor education programming as well as wedding venue rentals.

Ganaraska Forest – On April 1<sup>st</sup>, 1997, the Conservation Authority took back management of the Ganaraska Forest from the Ministry of Natural Resources. Revenue from the forest comes from the sale of timber and membership fees. For 2023, the revenue from timber contracts are estimated at \$250,000.00. The membership revenue expected to be significantly decrease given that 2022 memberships will be extended as a result of the forest closure caused by the derecho storm of May 21, 2022. It is anticipated that the damage caused by this storm will impact future forest timber management revenues. The partnership with Treetop Trekking continues and revenues are estimated at \$36,000.00.

Category (1,2,3)	2022 Budget	2022 Projected Total	2022 Grant	2022 Levy	2022 Other Funds	2023 Budget	2023 Grant	2023 Levy	2023 Other Funds	
<b>CONSERVATION LAND MANAGEMENT:</b>										
<b>PASSIVE RECREATION</b>										
1										
Wages & Benefits	175,000	167,900			10,000	191,500			10,000	Employment Program
Staff Expenses, Training	500	0				500				
Maintenance of C.A.'s	47,000	2,000				37,000				Hazard trees, invasive species
Equipment Fuel & Repairs	5,000	1,500				5,000				
Motor Pool	6,000	10,000				10,000				
Taxes	8,000	5,500				8,000				
Insurance	13,000	14,197				14,900				
Signage	20,000	0				20,000				
Capital Asset Replacement	54,896	41,230			30,000	34,896			20,000	Capital Asset Replacement
<b>TOTAL</b>	<b>329,396</b>	<b>242,327</b>	<b>0</b>	<b>289,396</b>	<b>40,000</b>	<b>321,796</b>	<b>0</b>	<b>291,796</b>	<b>30,000</b>	
<b>PROGRAMMED RECREATION:</b>										
<b>Ganaraska Forest Centre</b>										
3										
Wages & Benefits	238,240	234,991			198,700	267,940			208,700	GFC Bookings
Training and Development	400	340				400				
Books, Equipment (inc.donations)	3,200	5,300				3,300				
Office Services (Stationary, Copier)	1,400	1,200			5,000	1,400			5,000	Employment Program
Building Maintenance	39,700	58,541			12,000	20,000			12,000	Cabin Rental
Hydro	14,000	6,288			54,900	14,000			54,900	Nature Nuts Camps
Propane	8,000	2,000				8,000				
Postage	300	100				200				
Telephone	1,800	1,277			5,000	1,600			5,000	TTT
Internet Charges	1,500	1,069			2,000	1,500			2,000	Solar Generation
Motor Pool	1,100	700			135,000	1,100			135,000	Wedding
Credit Card Services	2,800	3,200			1,800	3,000			1,800	Internet charge Out
Advertising & Publications	800	0			2,000	800			2,000	Donations
Staff Expense	100	0				100				
Waste Disposal	1,300	2,927				1,800				
Security	3,000	2,800				3,000				
Kitchen Equipment	2,400	500				1,900				
Food/Catering	34,177	23,000				33,977				
Public Programs	200	0				200				
Insurance	14,000	14,000				14,000				
Nature Camp Supplies & Expenses	2,500	2,616				2,500				
Taxes	5,000	5,149				5,200				
Capital Asset Replacement	62,483	15,736			22,000	40,483				
<b>TOTAL</b>	<b>438,400</b>	<b>381,734</b>	<b>0</b>	<b>0</b>	<b>438,400</b>	<b>426,400</b>	<b>0</b>	<b>0</b>	<b>426,400</b>	

Category (1,2,3)	2022 Budget	2022 Projected Total	2022 Grant	2022 Levy	2022 Other Funds	2023 Budget	2023 Grant	2023 Levy	2023 Other Funds	
<b>Ganaraska Forest &amp; Trail Head Centre</b>	1,3									
Wages & Benefits	549,594	506,367			320,000	457,315			180,000	Memberships
Training and Development	1,600	500			4,400	900			4,400	Employment Program
Equipment Purchase	4,000	3,000				3,500				
Equipment Maintenance	9,000	4,000			36,000	6,000			36,000	Treetop Trekking
Motor Pool	6,900	6,800				6,900				
Road Maintenance & Tree Maintenance	20,000	8,000				10,000				
Pay Duty/Volunteer Program	12,000	6,000				8,000				
Advertising	400	100				400				
Invasive Species Control	8,000	1,500				5,000				
Tree Marking	8,000	10,000			341,000	2,000			250,000	Forest Contracts
Telephone	2,900	2,300				2,900				
Hydro & Propane	42,000	39,944				42,000				
Supplies & General Expenses	17,955	8,000				8,000				
Building Repairs & Maintenance	60,000	13,867				20,000				
Taxes	41,000	38,456				40,000				
Insurance	20,000	22,391				23,000				
Signage/Maps/Brochures	68,250	2,000			48,250	20,000				
Special Events/Public Programs	200	0				200				
Garbage Disposal	2,100	2,900				3,200				
Office Services	1,800	2,700				2,700				
Credit Card Services	16,000	10,000				13,000				
Membership, Remote Site & Kiosk	26,131	12,000			150,000	12,000			100,000	Deferred Gym
Capital Asset Replacement	186,142	48,142			113,000	128,142			100,000	
<b>TOTAL</b>	<u>1,103,972</u>	<u>748,967</u>	<u>0</u>	<u>91,322</u>	<u>1,012,650</u>	<u>815,157</u>	<u>0</u>	<u>144,757</u>	<u>670,400</u>	
<b>TOTAL PROGRAMMED RECREATION</b>	<u>1,542,372</u>	<u>1,130,701</u>	<u>0</u>	<u>91,322</u>	<u>1,451,050</u>	<u>1,241,557</u>	<u>0</u>	<u>144,757</u>	<u>1,096,800</u>	
<b>TOTAL CONSERVATION LAND MGMT</b>	<u>1,871,768</u>	<u>1,373,028</u>	<u>0</u>	<u>380,718</u>	<u>1,491,050</u>	<u>1,563,353</u>	<u>0</u>	<u>436,553</u>	<u>1,126,800</u>	

# **CORPORATE SERVICES**

## CORPORATE SERVICES

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This budget area is composed of the wages and benefits of staff of the Conservation Authority, whose main function is to provide coordination, support and services to all programs rather than specific programs. All expenses associated with the Board of Directors are directed to this area. As well, expenses associated with the operations of the administration building.

Specific items include:

Corporate/Finance Management - includes all administrative and financial staff wages, benefits and expenses, general membership expenses as well as corporate expenses for the Conservation Authority, which includes the levy to Conservation Ontario.

Office Services – includes all wages and benefits for IT staff as well as expenses, supplies, equipment, computer services, maintenance and utilities for the main administrative building for the various program areas.

Corporate Communications – includes wages and benefits for staff working on communication projects as well as community and public relations expenses, website maintenance as well as any information costs. All publications, advertising and Authority staff uniforms are included in this program area.

Category (1,2,3)	2022 Budget	2022 Projected Total	2022 Grant	2022 Levy	2022 Other Funds	2023 Budget	2023 Grant	2023 Levy	2023 Other Funds	
<b>CORPORATE SERVICES:</b>										
<b>CORPORATE/FINANCE MANAGEMENT</b>										
Salaries, Wages & Benefits	255,000	229,800				245,100				
Workers Compensation (incl consultant)	6,000	5,019				6,000				
Staff Expenses, training	3,600	2,600				3,500				
Members Allowance & Expenses	4,500	2,400				4,500				
Chair/Vice Chair Honorarium & Expenses	3,200	2,500				3,200				
CAO's Expenses	5,700	5,483				5,600				
Conservation Ontario Levy	26,000	25,354				26,000				
Compensation Plan	23,300	23,200			23,000	0				
Legal Fees	3,000	1,400				2,000				
Audit Fees	5,660	5,492				5,660				
Insurance	13,500	11,800				13,000				
General Expenses	900	50			1,000	700			1,000	Donations
<b>TOTAL</b>	<b>350,360</b>	<b>315,098</b>	<b>0</b>	<b>326,360</b>	<b>24,000</b>	<b>315,260</b>	<b>0</b>	<b>314,260</b>	<b>1,000</b>	
<b>OFFICE SERVICES</b>										
Wages & benefits - IT & temp support	8,000	6,058			70,000	8,000			65,600	Program Administration
Office & computer equipment & support	21,200	17,000				18,000				
Copier & P/B Leasing,Internet	6,700	5,880				6,700				
Payroll/Credit Card Services	4,900	4,658				4,900				
IMSystem	10,000	10,000				10,000				
IMSystem - Wages	16,000	15,287		0		16,000				
Postage	2,500	1,600				2,000				
Stationary & Supplies	5,000	2,019				3,000				
Telephone	4,000	3,403				4,000				
Light, Heat & Hydro	24,000	19,598				22,000				
Taxes	4,000	1,000				2,500				
Office Maintenance	95,000	78,000			55,000	23,000				
Health & Safety	3,500	900				3,000				
General-courier,meetings, subscriptions	3,500	2,438				3,500				
Capital Asset Replacement	69,077	44,077			20,000	64,077			20,000	Millienium Decks
<b>TOTAL</b>	<b>277,377</b>	<b>211,918</b>	<b>0</b>	<b>132,377</b>	<b>145,000</b>	<b>190,677</b>	<b>0</b>	<b>105,077</b>	<b>85,600</b>	
<b>CORPORATE COMMUNICATIONS</b>										
Wages & Benefits	40,000	22,300				60,000				
Publications & Advertising	3,000	1,500				3,000				
Special Events & Marketing	3,000	2,823				3,000				
Website Redesign	24,600	21,450			22,500	0				
Uniforms	1,000	960				1,000				
Capital Asset Replacement	400	400				400				
<b>TOTAL</b>	<b>72,000</b>	<b>49,433</b>	<b>0</b>	<b>49,500</b>	<b>22,500</b>	<b>67,400</b>	<b>0</b>	<b>67,400</b>	<b>0</b>	
<b>TOTAL CORPORATE SERVICES</b>	<b>699,737</b>	<b>576,449</b>	<b>0</b>	<b>508,237</b>	<b>191,500</b>	<b>573,337</b>	<b>0</b>	<b>486,737</b>	<b>86,600</b>	
<b>TOTAL OPERATING BUDGET</b>	<b>4,649,865</b>	<b>3,728,945</b>	<b>51,863</b>	<b>1,208,750</b>	<b>3,315,252</b>	<b>3,810,080</b>	<b>51,863</b>	<b>1,238,969</b>	<b>2,519,248</b>	

**LEVY**

## GANARASKA REGION CONSERVATION AUTHORITY

### 2023 GENERAL LEVY

	2022 Levy	2023 Proposed Levy (with CVA adj)
Municipality of Clarington	617,833.23	635,528.22
Town of Cobourg	244,671.37	251,353.43
Municipality of Port Hope	195,856.40	199,414.81
Township of Alnwick/Haldimand	13,459.55	13,824.17
Township of Hamilton	129,203.99	130,803.78
Township of Cavan Monaghan	4,559.44	4,708.90
City of Kawartha Lakes	3,166.02	3,336.65



# **RESERVES and OPERATING SURPLUS**

## **RESERVES and OPERATING SURPLUS**

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The Ganaraska Region Conservation Authority has two reserves.

### Capital Asset Replacement Reserve

The Ganaraska Region Conservation Authority developed a Capital Asset Replacement plan in 2016. The goal of every capital asset management plan is to define the use of assets in order to streamline productivity and delivery with minimal loss of capital. This reserve will replace the equipment reserve that had been previously established in 1992 and does not include any grant dollars. This reserve is allocated to major maintenance and replacement of the Ganaraska Region Conservation Authority's capital assets. This reserve is an essential part of GRCA's ongoing fiscal responsibility framework, as it guides the purchase, maintenance, and disposal of every asset GRCA needs in order to conduct business.

### Forest Purchase Reserve

This reserve was established in 2001 with a \$10,000.00 donation by the Township of Cavan Monaghan to be used for costs associated with a land purchase within the Peterborough County jurisdiction.

### Operating Surplus/Deficit

The Ganaraska Region Conservation Authority's operating surplus is attributable to the change in recording tangible capital assets at cost in accordance with the recent change in Public Sector Accounting Board (PSAB) rules.

## Ontario Regulation 168/06

Permits approved by Executive:

Date: October 20, 2022

Permit No.	Date	Address	Municipality/ Township	Description of Works
2026-09/22	Sep16/22	3541 Morgans Road – Newcastle Pt.Lt.16, Conc.3	Clarington	Constructing a new single family dwelling, septic and associated filling and grading; Additionally changing the use for the existing dwelling on site to “Non-Habitable”
2151-09/22	Sep16/22	7773 Longyear Lane – Campbellcroft Pt.Lt.26, Conc.7	Port Hope	Construction of a new accessory dwelling, septic system and driveway.
2180-09/22	Sep15/22	4578 Reid Road – Orono Pt.Lt.11, Conc.4	Clarington	Construction of a detached garage.
2182-09/22	Sep22/22	7765 County Road 2 – Cobourg Pt.Lt.26, Conc.A	Hamilton	Construction of a detached garage.
2184-09/22	Sep15/22	1740 Ovens Road – Newtonville Pt.Lt.11, Conc.1	Clarington	Construction of a detached garage.
2185-06/23	Sep29/22	5183 Rice Lake Drive N – Bewdley Pt.Lts. 34 & 35, Conc.8	Hamilton	Construction of a carport.
2190-09/22	Sep29/22	4773 Lakeshore Road – Port Hope Pt.Lt.17, BF Conc.	Port Hope	Construction of a new storage building.
2191-09/22	Sep20/22	5 Cardinal Court – Baltimore Pt.Lt.9, Conc.2	Hamilton	Construction of a new deck.
2192-09/22	Sep29/22	244 Ward Street, Gages Creek crossing at Rose Glen Road N – Port Hope Pt.Lt.2, Conc.1	Port Hope	Replacement of existing culverts on Rose Glen Road, and relocated storm sewer outfall ditch with connection to West Gages Creek.
2193-09/22	Sep20/22	1144 Division Street – Cobourg Pt.Lt.16, Conc.1	Cobourg	Construction of a new 3 storey, 48 room Hotel.
2194-09/22	Sep29/22	10 Corporal Patterson Lane Newcastle Pt.Lt.30, BF Conc.	Clarington	Construction of a new deck.
2195-09/22	Sep29/22	Highway #2, west of Rudell Road – Newcastle Pt.Lt.31, Conc.2	Clarington	Installation of conduits using directional bore method, beneath a watercourse.
2196-09/22	Sep29/22	31 Glen Watford Road – Cobourg Pt.Lt.23, Conc.A	Cobourg	Construction of an addition to an existing dwelling and a new deck.

**Ontario Regulation 168/06**  
**Permits approved by Executive:**

*Date: October 20, 2022*

<b>Permit No.</b>	<b>Date</b>	<b>Address</b>	<b>Municipality/ Township</b>	<b>Description of Works</b>
2197-09/22	Sep29/22	Subdivision northwest of the intersection of Highway 2/King Street and Rudell Road. Pt.Lt.31, Conc.2	Clarington	Installation of gas main for new subdivision.
2198-10/22	Oct.5/22	5373C Lakeshore Road – Port Hope Pt.Lt.14, BF Conc.	Port Hope	Construction of a shoreline protection wall, including placement of a boulder revetment along the shoreline.
2199-10/22	Oct.6/22	5150 Hillview Drive N – Harwood Pt.Lt.3, Conc.8	Hamilton	Installation of a pool.
2202-10/22	Oct.5/22	9154 Minifie Road Pt.Lts 9 & 10, Conc.6	Hamilton	Construction of an addition to an existing dwelling.
2203-10/22	Oct.6/22	4578 Reid Road – Orono Pt.Lt.11, Conc.4	Clarington	Construction of an addition to an existing dwelling.
2204-10/22	Oct.7/22	4773 Lakeshore Road – Port Hope Pt.Lt.17, BF Conc.	Port Hope	Construction of a new deck.

**STAFF REPORT – October 20, 2022**

**TO: Chair and Members of the Gananaska Region Conservation Authority**

**Re: Electronic Monitoring Policy**

The electronic monitoring is a policy requiring employers who employ a minimum of 25 employees to have a written policy on the electronic monitoring of employees in place. It was required by October 11, 2022. The Gananaska Region Conservation Authority has recently reached 25 employees therefore must adhere to this requirement. Therefore, please find the attached policy that will be included in the current Employment Policy.

**RECOMMENDATION:**

**THAT** the Board of Directors approve the Electronic Monitoring Policy and it be added to the Employment Policy as section 9.11.

**Prepared by:**

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



## **Electronic Monitoring Policy**

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### **Intent**

Ganaraska Region Conservation Authority values trust, discretion, and transparency and believes employees deserve to know when and how their work is being monitored. This policy is to be used in addition to the following company policies that are outlined in the GRCA Employment Policy:

- 9.2 Use of Authority Owned and/or Leased Computers
- 9.3 Privacy
- 9.4 General Data Use
- 9.5 Email/Internet Use

All of these policies are intended to establish guidelines for company practices and procedures related to electronic monitoring of employees.

### **Definitions**

**Electronic monitoring:** Using technological, electronic, or digital means to track, observe, or monitor someone's actions.

**Personal information:** Any factual or subjective information about an identifiable individual.

### **Electronic Monitoring Practices**

Ganaraska Region Conservation Authority collects information through electronic monitoring for a variety of reasons, including protecting the company's legal and business interests. The company may electronically monitor the following activities and procedures:

- Emails, chats and internet traffic and sites visited may be monitored for the purpose of monitoring appropriate email and internet use; and
- Emails and chats may be monitored for the purpose of monitoring cybersecurity threats; and
- Emails and chats may be monitored for the purpose of monitoring probationary periods of new employees;
- Internet traffic and sites visited may be monitored for the purpose of monitoring threats from viruses and malware; and
- Locations of field staff may be monitored when using GRCA field apps for the purpose of health and safety and logistics while in the field; and

- Arrivals and departures from the office locations may be monitored by the security camera systems at the office locations

Any information collected by electronic monitoring may be used during employee reviews or during consideration of disciplinary decisions.

## **Privacy and Confidentiality**

The company's monitoring is aimed at collecting information related to its business. However, some information collected by electronic monitoring may be considered personal information. When personal information is under Ganaraska Region Conservation Authority control, it is the responsibility of the company to protect it.

All information collected through electronic monitoring will be securely stored and protected. If any personal information is collected, its use and disclosure will be limited to achieve the stated purpose of its collection. The company will adhere to all privacy and confidentiality legislation that applies to the collection, use, and disclosure of personal information obtained by electronic monitoring.