



NOTICE OF ANNUAL MEETING

DATE: FEBRUARY 17, 2022

TIME: 7:15 P.M.

LOCATION: ZOOM

MEETING: Board of Directors

AGENDA

MEMBERS: Nicole Beatty, Tim Belch, Brian Darling, Jeff Lees, Greg Booth, Mark Lovshin, Vicki Mink, Joe Neal, Tracy Richardson, Margaret Zwart

2021 Business:

1. Opening remarks, welcome guests and introduction of Conservation Authority members and staff - Chair Jeff Lees
2. Disclosure of Interest
3. Minutes of 2021 Annual Meeting (February 18, 2021) - **attached**
4. Reports: - Presentation of 2021 Annual Report - Chair, Jeff Lees
- Presentation of CAO/Secretary-Treasurer's Report
- Presentation of 2021 Financial Statements - **confidential staff report attached**
 - Glenn Tozer, Lynch Rutherford Tozer
 - Linda Laliberte, GRCA, CAO/Secretary-Treasurer
5. Conclusion of 2021 Business

2022 Business:

1. Election of Officers for 2022:
 - Appointment of Election Chair and Scrutineers
 - Election of Chair
 - Election of Vice Chair
2. Appointment of Banking Institution and Signing Officers - **attached**
 - Bank of Montreal
3. Appointment of Borrowing Resolution - **attached**
4. Appointment of Authority Solicitors
 - Mann McCracken & Associates, Port Hope
5. Appointment of Authority Auditor
 - Lynch Rutherford Tozer, Port Hope
6. Appointment of CO Voting Delegate and Alternate - **staff report attached**
7. Appointment of Board Member to the Recreational Users Committee – **staff report attached**
8. 2022 Meeting Schedule - **staff report attached**
9. Other Business
 - a) Programs and Services Inventory – **staff report attached**
10. In Camera
11. Adjourn



GANARASKA REGION CONSERVATION AUTHORITY
MINUTES OF THE ANNUAL MEETING
FEBRUARY 18, 2021

The Chair called the 2020 annual meeting to order at 7:30 p.m. and welcomed all in attendance.

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

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

OTHERS PRESENT: Glenn Tozer, Lynch Rutherford Tozer

ABSENT WITH REGRETS:
ALSO ABSENT:

2020 Business:

1. Opening Remarks

Jeff Lees, Chair, welcomed everyone to the meeting.

2. Disclosure of Interest:

Mark Lovshin declared a conflict of interest on item 5 under 2021 Business.

3. Minutes of 2020 Annual Meeting:

MOVED BY: Mark Lovshin

SECONDED BY: Greg Booth

THAT the minutes of the February 20, 2020 Annual Meeting be approved as circulated.
CARRIED.

4. Reports:

i) Presentation of the 2020 Annual Report

Jeff Lees presented the 2020 Annual Report.

MOVED BY: Brian Darling

SECONDED BY: Vicki Mink

THAT the Chair's report on the 2020 Annual Report be adopted as presented.

CARRIED.

ii) Presentation of the CAO/Secretary-Treasurer's Report

Linda Laliberte, CAO/Secretary-Treasurer, presented her report to the members. She thanked staff for their continued hard work and dedication. She thanked the members and Chair on behalf of the staff for their support and encouragement throughout the year.

MOVED BY: Mark Lovshin

SECONDED BY: Tim Belch

THAT the CAO/Secretary-Treasurer's report be received as presented and,

FURTHER THAT all action by staff be approved.

CARRIED.

iii) Presentation of 2020 Financial Statements

Glenn Tozer representing Lynch Rutherford Tozer accounting firm and Linda Laliberte, CAO/Secretary-Treasurer presented the 2020 Financial Statements.

MOVED BY: Greg Booth

SECONDED BY: Nicole Beatty

THAT the 2020 Financial Statements be adopted as presented.

CARRIED.

5. Conclusion of 2020 Business:

MOVED BY: Mark Lovshin

SECONDED BY: Vicki Mink

THAT the 2020 business of the Ganaraska Region Conservation Authority be concluded and that the meeting adjourn.

CARRIED.

2021 Business:

1. Disclosure of Interest:

None

2. Election of Officers for 2021

MOVED BY: Tracy Richardson
SECONDED BY: Vicki Mink

THAT Glenn Tozer be appointed the Election Chair.
CARRIED.

MOVED BY: Mark Lovshin
SECONDED BY: Nicole Beatty

THAT, in the event of an election, an election by a confidential poll will be conducted by the CAO/Secretary-Treasurer.
CARRIED.

MOVED BY: Mark Lovshin

THAT Jeff Lees be nominated for the office of Chair of the Ganaraska Region Conservation Authority for 2021.

Nominations were called for second, third and final time.

MOVED BY: Brian Darling
SECONDED BY: Tim Belch

THAT nominations for the position of Chair be closed.
CARRIED.

Jeff Lees was declared Chair of the Ganaraska Region Conservation Authority for 2021.

MOVED BY: Brian Darling

THAT Mark Lovshin be nominated for the office of Vice-Chair of the Ganaraska Region Conservation Authority for 2021.

Nominations were called for second, third and final time.

MOVED BY: Nicole Beatty
SECONDED BY: Greg Booth

THAT nominations for the position of Vice-Chair be closed.
CARRIED.

Mark Lovshin was declared Vice-Chair of the Ganaraska Region Conservation Authority for 2021.

2. Appointment of Banking Institution and Signing Officers:

MOVED BY: Tracy Richardson
SECONDED BY: Greg Booth

****As attached to the agenda****

CARRIED.

3. 2021 Borrowing Resolution - General Operating

MOVED BY: Brian Darling
SECONDED BY: Mark Lovshin

****As attached to the agenda****

CARRIED.

4. Appointment of Authority Solicitors:

MOVED BY: Tracy Richardson
SECONDED BY: Tim Belch

THAT the firm Mann McCracken & Associates, Port Hope, be appointed as the solicitor for the Ganaraska Region Conservation Authority for 2021 regarding general administrative and land matters.

CARRIED.

5. Appointment of Authority Auditors:

MOVED BY: Brian Darling
SECONDED BY: Vicki Mink

THAT the firm Lynch Rutherford Tozer, Port Hope, be appointed as the auditor for the Ganaraska Region Conservation Authority for 2021.

CARRIED.

6. Appointment of Conservation Ontario Voting Delegate and Alternate:

MOVED BY: Greg Booth
SECONDED BY: Vicki Mink

THAT the Chair be appointed the Conservation Ontario voting representative and the CAO/Secretary-Treasurer serve as the alternate.

CARRIED.

7. Appointment of Board Member to the Recreational Users Committee:

MOVED BY: Marg Zwart
SECONDED BY: Nicole Beatty

THAT Tracy Richardson be appointed as the Board of Directors representative on the Ganaraska Forest Recreational Users Committee.

CARRIED.

7. 2021 Meeting Schedule

There was a discussion in regards to the number of meetings held in a year. It was suggested that if there is not a full agenda, that the meeting be cancelled.

MOVED BY: Nicole Beatty
SECONDED BY: Brian Darling

THAT the GRCA receive the 2021 Meeting Schedule staff report for information purposes.
CARRIED.

8. Other Business:

None

9. In Camera:

None

10. Adjourn:

MOVED BY: Tim Belch
SECONDED BY: Nicole Beatty

THAT the 2021 business of the Annual Meeting be concluded and the meeting adjourn.
CARRIED.

The meeting adjourned at 8:03 p.m.

CHAIR



CAO/SECRETARY-TREASURER

GANARASKA REGION CONSERVATION AUTHORITY

BANKING RESOLUTION

DATE: February 17, 2022

MOVED BY:

SECONDED BY:

1. **THAT** the CAO/Secretary-Treasurer of the Ganaraska Region Conservation Authority **and** one of the Chair or Vice-Chair, are hereby authorized for and in the name of the corporation from time to time and until further notice to the Bank of Montreal (the "Bank"):
 - a) to draw, accept, sign, make, endorse, negotiate and dispose of all or any bills of exchange, promissory notes, evidence of indebtedness, cheques and orders for the payment of money, and
 - b) to pay and receive all monies and given acquittance of the same, and
 - c) to borrow money (whether by way of overdraft or otherwise, howsoever), from the Bank of Montreal and deposit with, convey, transfer, mortgage, pledge, hypothecate, assign, deliver, borrowed all or any of the present or future property and assets of the organization of every kind and whether real or person, movable or immovable, and
 - d) to receive from the Bank any negotiable instruments or property and assets of the organization of every kind and given receipts therefore, and
 - e) to execute any agreement with or authority to the Bank relating to the banking business of the organization either generally or with regard to any particular transaction, and
 - f) to transact generally with the Bank any business he/she may see fit.

2. **ALSO THAT** the CAO/Secretary-Treasurer of the Ganaraska Region Conservation Authority **and** one of the Chair or Vice-Chair are hereby authorized for and in the name of the organization from time to time until further notice to the Bank:
 - a) to discount, negotiate, deposit with or transfer to the Bank (but for credit of the account of the organization only), all or any bills of exchange, promissory notes, cheques or orders for payment of money and other negotiable instruments and for the said purposes to endorse the same or any of them, and
 - b) to receive all paid cheques and other debit vouchers charged to any account of the organization and given receipts therefor.

GANARASKA REGION CONSERVATION AUTHORITY

BORROWING RESOLUTION

GENERAL OPERATING

DATE: February 17, 2022

MOVED BY:

SECONDED BY:

WHEREAS it may be necessary for the Ganaraska Region Conservation Authority (hereinafter called the "Authority") to borrow the sum of two hundred and fifty thousand dollars (\$250,000.00) required for its purpose until the payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities designated as such under the Conservation Authorities Act, 1980 as amended.

BE IT THEREFORE RESOLVED:

1. That the Authority do borrow from the Bank of Montreal the sum of two hundred and fifty thousand dollars (\$250,000.00) necessary for its purpose on the promissory note or notes of the Authority until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities at such rate of interest as agreed to by the Authority and the Bank of Montreal.
2. That the Chair or Vice-Chair together with the CAO/Secretary-Treasurer of the Ganaraska Region Conservation Authority be and they are hereby authorized to execute for and on behalf of the Authority a promissory note or notes for the sum to be borrowed under paragraph 1 hereof and to affix thereto the Corporate Seal of the Authority.
3. That the amount borrowed pursuant to this resolution together with interest be a charge upon the whole of the monies received or to be received by the Authority by way of grants as and when such monies are received or to be received by the Authority from the participating municipalities as and when such monies are received.
4. That the Chair or the Vice-Chair or CAO/Secretary-Treasurer of the Ganaraska Region Conservation Authority be and is hereby authorized and directed to apply, in payment of monies borrowed pursuant to this resolution together with interest thereon, all of the monies received by the Authority by way of grants or sums received by the Authority from participating municipalities.

It is hereby certified by the undersigned that the forgoing resolution was duly passed at a meeting of the Ganaraska Region Conservation Authority held on the 17th day of February 2022 which a quorum of the members was present and that such resolution is in full force and effect.

As **WITNESS** the Corporate Seal of the Ganaraska Region Conservation Authority this 17th day of February 2022.

CHAIR

STAFF REPORT – February 17, 2022

TO: Chair and Members of the Ganaraska Region Conservation Authority

RE: Appointment of 2022 Conservation Ontario Representative

Each conservation authority is requested to appoint a member and alternate member to Conservation Ontario (CO) annually.

The Conservation Ontario member is generally the Chair or Vice-Chair of the Ganaraska Region Conservation Authority with the CAO/Secretary-Treasurer being the alternate. Conservation Ontario meetings for 2022 are held on Monday, April 11; Monday, June 20; Monday, September 26 and Monday, December 12.

RECOMMENDATION:

THAT the Chair be appointed the Conservation Ontario voting representative and the CAO/Secretary-Treasurer serve as the alternate.

Prepared by:



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

STAFF REPORT – February 17, 2022

TO: Chair and Members of the Ganaraska Region Conservation Authority

RE: Appointment of Board Member to the Recreational Users Committee

The Terms of Reference (TOR) for the Ganaraska Forest Recreational Users Committee (RUC) makes provision for a member of the Board of Directors to sit on the Committee as an ex-officio, non-voting member. Staff is looking for a Board Member to serve in the capacity as the representative of the Board.

Regular RUC meetings are held, at the GRCA administration office, four times a year on the first Thursday of the following months: April, June, September, and November. Additional meetings may be called at the discretion of the Chair of the committee. Meeting begin at 7 pm for a duration of 1 to 2 hours.

Prepared by:



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

STAFF REPORT – February 17, 2022

TO: Chair and Members of the Ganaraska Region Conservation Authority

RE: 2022 Meeting Schedule

The 2022 GRCA Board meeting schedule will be presented for information.

Thursday, February 17, 2022 (Annual Meeting)

Thursday, March 17, 2022

Thursday, April 21, 2022

Thursday, May 19, 2022

Thursday, June 16, 2022

Thursday, July 21, 2022 (if required)

Thursday, August 18, 2022 (if required)

Thursday, September 15, 2022

Thursday, October 20, 2022

Thursday, November 24, 2022

All GRCA Board meetings begin at 7:15 pm (unless otherwise indicated).

RECOMMENDATION:

THAT the Ganaraska Region Conservation Authority receive the 2022 Meeting Schedule staff report for information purposes.

Prepared by:



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

STAFF REPORT – February 17, 2022

TO: Chair and Members of the Ganaraska Region Conservation Authority

RE: Programs and Services Inventory

As members are aware, the Ministry of the Environment, Conservation and Parks (MECP) made recent changes to the *Conservation Authorities Act*. These changes include the passage of Regulation 687/21 “Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act”. These regulations require Ganaraska Region Conservation Authority (GRCA) 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 recently passed Ontario Regulation 686/21 “Mandatory Programs and Services” outlines the mandatory programs and services that GRCA is required to provide as part of the core mandate. Attached is GRCA’s Programs and Services Inventory. Although the list is unique to GRCA, it has been developed in consultation with Conservation Ontario and discussions with the Eastern Ontario CAO/GM working group. The list has been prepared in accordance with the regulation and each program and service has been identified as Category 1, 2 or 3. The mandatory programs and services are identified as Category 1. Category 2 programs and services will require service agreements with watershed municipalities. For all non-mandated programs and services (Category 3), GRCA is required to identify if the program or service is financed, in whole or in part, through municipal levies collected from participating municipalities. If municipal levy funds associated with the Category 3 programs are identified, memorandums of understanding will need to be developed in partnership with each municipality. The GRCA programs identified as Category 3 are funded by self-generated revenues. Therefore, cost apportionment memorandums of understanding are not required.

Municipalities that share conservation authorities will be receiving a very similar list of programs and services. In addition to the list, the regulation requires that costs be identified regarding the delivery of each program and service. GRCA used 2022 preliminary budget figures to determine the cost of program and service delivery. It is the opinion of staff that using the current budget estimates will best reflect the cost to deliver the programs and services given that the pandemic has affected programs areas of the past couple of years.

The attached document is considered draft and in accordance with the regulation may be modified provided notice is given in the quarterly MECP reports. The attached Programs

and Services Inventory requires approval by the GRCA Board of Directors and distributed to the member municipalities and the Ministry of the Environment, Conservation and Parks (MECP) by February 28th, 2022.

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 Environment, Conservation and Parks prior to February 28, 2022.

Prepared by:



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

Ganaraska Region Conservation Authority

February 17, 2022

Program Area	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Enabling 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	257,800	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	76,100	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	18,000	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 Act 20	47,900	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	142,200	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	55,000	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
Natural Hazard Management Program						
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.						
WMHM	Section 28 Permit Administration	Reviewing and processing permit applications, associated technical reports, site inspections, communication with applicants, agents, and consultants and legal costs.	1	CA Act 21.1 O.Reg. 686/21 Sec 8	86,200	Municipal Levy – 62% Self-Generated – 38%
EAS	Municipal Plan Input and 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 Northern Development, Mines, Natural Resources and Forestry (MNDMNRFF), 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	146,700	Municipal Levy – 80%, Self-Generated -20%
EAS	Plan Review Not Related to Natural Hazards (stormwater mgmt., Natural Heritage include review of EIS /NHE & hydrogeology)	Technical information and advice to municipalities on circulated municipal land use planning applications (Oak Ridges Moraine, Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances)	2	CA Act 21.1.1	50,000	Municipal Levy – 35% Self-Generated –65%
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	137,000	Provincial Transfer Payment - 29% Municipal Levy – 71%

	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	\$24,900	Provincial Transfer Payment – 44 % Municipal Levy – 56%
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	3,600	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	5,500	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	83,900	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	130,900	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	80,000	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	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	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	46,000	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>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	520,000	Municipal Levy – 20% Self-Generated – 80%
					200,000	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	242,600	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.	2	CA Act	65,000	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	130,000	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	28,200	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 place at schools (indoors and outdoors) or through online learning.	3	CA Act 21.1.2	402,800	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 2022 preliminary 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.