



# NOTICE OF MEETING

**DATE:** April 18, 2024

**TIME:** 4:00 pm

**LOCATION:** Hybrid Meeting

## AGENDA

### MEETING:

**BOARD OF DIRECTORS**

### MEMBERS:

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

1. Welcome, Land Acknowledgement and Call to Order

#### Land Acknowledgement

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

2. Disclosure of Pecuniary Interest
3. Minutes of Last Meeting – **March 21, 2024 – attached**
4. Adoption of the Agenda

5. Business Arising from Minutes:  
None.
6. Delegations:  
None.
7. Presentations:  
None.
8. Correspondence:  
a) 03/24 Lynch Rutherford Tozer re: Audit Management letter  
**Note and file.**
9. Applications under Ontario Regulation 168/06:  
Permits approved by Executive - **schedule attached**  
  
Permit applications requiring Board of Directors discussion:  
None
10. Committee Reports:  
a) Ganaraska Forest Recreation Users Committee Minutes - April 4, 2024 –  
**attached**
11. New Business:  
a) Regulation detailing new Minister's Permit and Review powers under the  
*Conservation Authorities Act* – **staff report attached**  
b) Region of Durham Floodplain Mapping Update Study - **staff report attached**  
c) GRCA Reserves/ Surplus Policy Update – **staff report attached**  
d) 2024 Financial Budget – **staff report attached**
12. Other Business:  
None.
13. Public Question Period - **Agenda Items Only**
  - All questions are to be submitted the day before by 4:00 pm in advance of the Board of Directors meeting in order to allow staff to prepare the answers to the questions. The Chair has discretion for questions on the day of the meeting.
  - A maximum of 10 minutes will be allotted for the Question Period. More time can be allocated at the discretion of the Chair.
  - Persons wishing to ask a question must state their name and address for the record.
  - Questions will be restricted to only those items listed on the agenda.
  - Questions cannot be asked on "In Camera" items.

- Questions cannot be asked with respect to minutes of Board of Directors meetings or committee meetings.
- All persons will speak respectfully when asking the question.
- The Chair may conclude the Question Period prior to the ten (10) minute time limit, where attendees are disobeying the Rules of Order, or a decision of the Chair, or where there are no questions.

14. In Camera:  
None.

15. Adjourn

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

# GANARASKA REGION CONSERVATION AUTHORITY

## MINUTES OF THE BOARD OF DIRECTORS

March 21, 2024 (Hybrid)

GRCA 01/24

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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 4:05 p.m.

**MEMBERS PRESENT:** Vicki Mink, Chair - Municipality of Port Hope  
Willie Woo, Vice-Chair - Municipality of Clarington  
Randy Barber - Town of Cobourg  
Bruce Buttar - Agricultural Representative  
Mark Lovshin, Chair - Township of Hamilton  
Miriam Mutton - Town of Cobourg  
Adam Pearson - Municipality of Port Hope  
Tracy Richardson - City of Kawartha Lakes  
Joan Stover - Township of Alnwick/Haldimand  
Margaret Zwart - Municipality of Clarington

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

**ABSENT WITH REGRETS:** Lance Nachoff - Township of Cavan Monaghan

**ALSO ABSENT:**

### Land Acknowledgement

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

### 2. Disclosure of Pecuniary Interest

None.

### 3. Minutes of Last Meeting

**GRCA 01/24**

**MOVED BY:** Randy Barber

**SECONDED BY:** Adam Pearson

**THAT** the Ganaraska Region Conservation Authority approve the minutes of the December 21, 2023 meeting.

**CARRIED.**

4. Adoption of the Agenda

**GRCA 02/24**

**MOVED BY:** Miriam Mutton

**SECONDED BY:** Mark Lovshin

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

**CARRIED.**

5. Business Arising from Minutes:

None.

6. Delegations

None.

7. Presentations

None.

8. Correspondence

a) 01/24 Town of Cobourg re: Stormwater Charges

**GRCA 03/24**

**MOVED BY:** Randy Barber

**SECONDED BY:** Joan Stover

**THAT** the Ganaraska Region Conservation Authority note and file correspondence item 01/24.

**CARRIED.**

b) 02/24 Ministry of Natural Resources and Forestry re: O.Reg 41/24

Miriam Mutton asked for clarification with regards to staff who work under professional licencing and codes of practice.

**GRCA 04/24**

**MOVED BY:** Joan Stover

**SECONDED BY:** Adam Pearson

**THAT** the Ganaraska Region Conservation Authority refer correspondence item 02/24 to staff.

**CARRIED.**

9. Applications under Ontario Regulation 168/06:

Permits approved by Executive:

**GRCA 05/24**

**MOVED BY:** Adam Pearson  
**SECONDED BY:** Randy Barber

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

Permit Application requiring Ganaraska Region Conservation Authority Board of Directors discussion:  
None.

10. Committee Reports:

None.

11. New Business:

a) Ganaraska Forest Trail Modelling Public Consultation

**GRCA 06/24**

**MOVED BY:** Adam Pearson  
**SECONDED BY:** Willie Woo

**THAT** the Ganaraska Region Conservation Authority receives the Ganaraska Forest Trail Modelling Public Consultation Report and staff report for information.  
**CARRIED.**

Adam Pearson left the meeting. Tracy Richardson joined the meeting.

b) *CA Act* Amendments and Ontario Regulation 41/24

**GRCA 07/24**

**MOVED BY:** Miriam Mutton  
**SECONDED BY:** Joan Stover

**THAT** the staff report be received for information;

**AND FURTHER THAT** the Board is aware a transition period is required to appropriately address provisions within the *Conservation Authorities Act* and Ontario Regulation 41/24.  
**CARRIED.**

c) Designation of Provincial Offences Officers

**GRCA 08/24**

**MOVED BY:** Miriam Mutton  
**SECONDED BY:** Randy Barber

**THAT** the staff report be received as information; and

**FURTHER THAT** the following individuals be reappointed as Provincial Offences Officers under Section 30.1 of the *Conservation Authorities Act*.

George Elgear #124  
Ken Thajer #131  
William Lemieux #132  
Ed Van Osch #133  
Peter Moir #310  
Julie Moir #311

**CARRIED.**

d) 2023 Timeline Report for Section 28 Application

**GRCA 09/24**

**MOVED BY:** Mark Lovshin

**SECONDED BY:** Joan Stover

**THAT** the GRCA Board of Directors receive the Staff Report regarding 2023 Timeline Report for Section 28 Applications for information.

**CARRIED.**

12. Other Business

Randy Barber announced the departure of Anne Taylor Scott, Director of Planning and Development at the Town of Cobourg.

13. Public Question Period

None.

14. In Camera

None.

15. Adjourn

**GRCA 10/24**

**MOVED BY:** Joan Stover

**THAT** the meeting adjourned at 4:37 p.m.

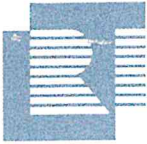
**CARRIED.**

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**CHAIR**

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**CAO/SECRETARY-TREASURER**



Ganaraska Region Conservation Authority  
2216 County Road 28  
Port Hope Ontario L1A 3V8

Attention: Linda Laliberte, CAO, Secretary/Treasurer

This letter has been prepared to assist you with your review of the financial statements of Ganaraska Region Conservation Authority for the year ending December 31, 2023. We look forward to meeting with you and discussing the matters outlined below.

### **Audit Status**

We have completed the audit of the financial statements, with the exception of the following items:

- a. Receipt of a signed representation letter by management;
- b. Completing our discussions with the *Board of Directors*;
- c. Obtaining evidence of the Board's approval of the financial statements;

Once these items have been completed, we will date and sign our auditor's report.

### **Significant Matters Arising**

#### ***Changes to Audit Plan***

There were no changes to the audit plan as previously presented to you.

#### ***Other matters***

We have not identified any other significant matters that we wish to bring to your attention at this time.

### **Significant Difficulties Encountered**

There were no significant difficulties encountered during our audit.

### **Comments on Accounting Practices**

#### ***Accounting Policies***

The significant accounting policies used by the entity are outlined in Note 2 to the financial statements.

- a. There were no significant changes in accounting policies.
- b. We did not identify any alternative accounting policies that would have been more appropriate in the circumstances.
- c. We did not identify any significant accounting policies in controversial or emerging areas.

### **Significant Accounting Estimates**

The following significant estimates/judgments are contained in the financial statements:

- a. Accrued liabilities;
- b. Deferred revenue;
- c. Book value of capital assets; and

Based on audit work performed, we are satisfied with the estimates made by management.



**Comments on Accounting Practices** *(continued)*

**Significant Financial Statement Disclosures**

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

**Uncorrected Misstatements**

We accumulated uncorrected misstatements that we identified during our audit and communicated them to management. We then requested that management correct these misstatements. All uncorrected misstatements for the current period have been corrected.

There are no uncorrected misstatements from prior year financial statements.

**Significant Deficiencies in Internal Control**

A deficiency in internal control exists when a risk is not treated by a control or when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of TCWG.

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control, or any other control deficiencies, will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies

**Written Representations**

In a separate communication, as attached, we have requested a number of written representations from management in respect to their responsibility for the preparation of the financial statements in accordance with Canadian public sector accounting standards.

**Other Audit Matters of Governance Interest**

We did not identify any other matters to bring to your attention at this time.

We would like to thank management and staff for the assistance they provided to us during the audit.

We hope the information in this audit findings letter will be useful. We would be pleased to discuss them with you and respond to any questions you may have.

This letter was prepared for the sole use of those charged with governance of Ganaraska Region Conservation Authority to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours truly,



Glenn Tozer, B.Comm., CPA, CA  
Partner

Encl.

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

***Date: April 18, 2024***

<b>Permit No.</b>	<b>Date</b>	<b>Address</b>	<b>Municipality/ Township</b>	<b>Description of Works</b>
2348-03/24	Mar.20/24	420 Lakebreeze Drive – Newcastle Pt. Lt. 30, BF Conc.	Clarington	Construction of an in-ground pool and surrounding decking.
2349-04/24	Apr.3/24	4251 4 <sup>th</sup> Line – Port Hope Pt. Lt. 14, Conc.3	Port Hope	Construction of an addition to an existing dwelling and new garage.
2350-03/24	Mar.27/24	3245 Taunton Road – Orono Crown Lands Pt. Lt. 29, Conc.5	Clarington	Installation of a pedestrian bridge over Wilmot Creek.
2351-03/24	Mar.28/24	363 Lakeshore Drive Cobourg	Cobourg	Construction of a new replacement dwelling.
2352-04/24	Apr.10/24	1 Eldorado Place – Port Hope Pt. Lt. 7, BF Conc.	Port Hope	Installation of Sanitary Sewer Upgrades.
2353-04/24	Apr.10/24	4705-4717, 4759 & 4775 Regional Hwy 2, Newtonville Pt. Lts. 3 & 4, Conc.2	Clarington	Installation of new Bell Canada conduit.
2354-04/24	Apr.10/24	276 Ward Street Port Hope Pt. Lt. 2, Conc.1	Port Hope	Installation of new natural gas service.

# MINUTES OF THE GANARASKA FOREST RECREATIONAL USERS COMMITTEE

April 4, 2024

## RUC 1/24

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As per Recreational Users Committee (RUC) Terms of Reference, “One half (50%) of the Committee’s voting membership shall form a quorum for the transaction of business”. With 13 voting members, 7 people constitute a quorum. At 7:00pm, 5 voting members were present and the Chair announced an absence of quorum. Following the Rules of Order for the Ganaraska Forest Recreational Users Committee, The Chair asked that the present members reconvene at 7:30pm. At 7:25 pm Maureen McDonald joined the meeting via Zoom. At 7:30pm, quorum was not achieved, and the Chair cancelled the meeting due to a lack of quorum. Ed Van Osch Forest Recreation Technician informed the members present that the next RUC meeting is scheduled for 7 pm on June 6, 2024.

**MEMBER PRESENT:** Mark Gardiner, Chair  
Jim Pearson, Ontario Trail Riders Association  
Jennifer Jackman, Ontario Nature  
Garry Niece, Hike Ontario  
Alex Schmidt, Ontario Cycling Association  
Maureen McDonald, Township of Cavan Monaghan  
Marven Whidden, Municipality of Clarington

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

**ABSENT WITH REGRETS:** Carolyn Richards, Ontario Federation of ATV Clubs  
Lance Nachoff, GRCA Board of Directors

**ALSO ABSENT:** Matthew Robbins, Ontario Federation of Anglers and Hunters  
Randy Cunningham, Ontario Federation of Snowmobile Club  
Lisa Thompson, Ontario Federation of Trail Riders  
Amber Panchyshyn, Orienteering Ontario  
Peter Wood, Ontario Federation of 4x4 Clubs  
Steve Brownell, Municipality of Port Hope  
Cross Country Ski Ontario (position unfilled)  
City of Kawartha Lakes (position unfilled)

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Chair



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Forest Recreation Technician

**STAFF REPORT – April 18, 2024**

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

**RE: Regulation detailing new Minister's Permit and Review powers under the Conservation Authorities Act**

**BACKGROUND:**

On April 5, 2024, a new regulation specifying the circumstances under which the Minister may issue an order to prevent a conservation authority from making a permitting decision and make the permitting decision in place of a conservation authority or may undertake review of a conservation authority permitting decision was posted on the Environmental Registry of Ontario.

The Environmental Registry of Ontario posting can be found at the following link: <https://ero.ontario.ca/notice/019-8320>

The proclaimed provisions of the *Conservation Authorities Act* and associated regulations came into effect on April 1, 2024 that included new powers for the Minister to 1) issue an order to prevent a conservation authority from issuing a permit and to take over the permitting process in the place of a conservation authority, and 2) review a conservation authority permit decision at the request of the applicant. The proposed regulation would set out the circumstances under which these powers could be used.

It is the understanding of GRCA that the new powers would allow for a proponent to seek approval for a project that the municipality endorses but the conservation authority has concerns with and/or cannot support. Through the new regulation, the proponent can request the Minister's involvement to seek approval. The development activity must pertain to or support a specified provincial interest such as housing, community services or transportation infrastructure.

Comments are being accepted up to May 6, 2024.

**RECOMMENDATION:**

**THAT** the staff report be received as information.

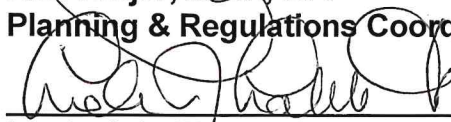
**Prepared by:**



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**Ken Thajer, MCIP, RPP  
Planning & Regulations Coordinator**

**Recommended by:**



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

## **STAFF REPORT – April 18, 2024**

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

**RE: Region of Durham Floodplain Mapping Update Study**

### **Background**

The Ganaraska Region Conservation Authority (GRCA) partnered with the Region of Durham to update floodplain mapping for watersheds associated with the Lovekin, Bouchette Point and Port Granby Creeks as well as the northwest portion of the Ganaraska River.

The original flood hazard mapping for most portions of the study area was completed by Dillon Consulting for the GRCA in 1977 through the Flood Damage Reduction Program (FDRP). Since the original studies were completed, significant urban growth has occurred in Clarington and watershed hydrology and riverine hydraulics are out of date. Digital copies of the original models consisted of computer punch cards and are not available for modification/updates. As such, the models needed to be recreated. Updated maps were needed to determine the current impact a flood would have on infrastructure and human life.

In the fall of 2022, the Region of Durham and GRCA submitted an application to Natural Resources Canada's Flood Hazard Identification and Mapping Program (FHIMP) to update the floodplain models and mapping for the remaining creeks with the Region of Durham/Municipality of Clarington. The application was successful and work on the study commenced in the spring of 2023. The updated study used the 2016 provincial LiDAR data and new survey information from extensive field survey efforts of bridge and culvert structures. This information was used to update the hydrologic and hydraulic models for the creeks within the study area to modernize the flood mapping for the vulnerable areas within these watersheds.

Preliminary models were produced in 2023 and draft floodlines were prepared and shared with the public in January of 2024 through a web-based mapping viewer. A public information centre (PIC) was held in Kendal on January 25, 2024. Comments were received and the maps and project report were finalized. The project page for the study is located on GRCA's website via the following link: <https://grca.on.ca/watershed-management/projects/durham-floodplain-mapping-update/>

## Future Uses of Mapping and Models

The information updated through this study will be used to update the flood hazard mapping for the creeks within the study area as administered by the GRCA. Floodplain mapping helps to identify areas that may be at risk of flooding during severe storms and is an important tool for land use planning and will inform the Region of Durham and Municipality of Clarington Official Plans and related zoning mapping. The floodplain mapping will support the creation of future inundation mapping and will be used in future risk analyses by the Region of Durham and others in emergency preparedness and asset management planning.

### RECOMMENDATION:

**THAT** the Ganaraska Region Conservation Authority receives the staff report regarding the Region of Durham Floodplain Mapping Update Study for information;

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

Prepared by:

  
\_\_\_\_\_  
Cory Harris, P.Eng., CAN-CISEC  
Watershed Services Coordinator

Recommended by:

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

**STAFF REPORT – April 18, 2024**

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

**Re: GRCA Reserves and Surplus Policy**

The Ganaraska Region Conservation Authority developed a Reserves and Surplus Policy in April 1993 and updated the document in 1994. Since then there have been other reserves that have been set up at various times as monies have been received. The Board of Directors During the recent audit there was a discussion with regards to the reserves and it was concluded that the policy should be updated to list the reserves.

With regards to reserves, as noted in the 2024 Financial Budget, the Ganaraska Forest timber tenders were open on Wednesday, April 10, 2024 and came in significantly higher than anticipated in the preliminary budget. Given the Derecho storm and the damage resulting in the forest, compartments due for harvesting in the future may have reduced inventory for thinning as a result of the loss during the storm. Another factor to consider is wood products and the price of timber fluctuates with the market. As stated in the staff report, there may be a time when the market is depressed and access for a reserve can assist in meeting the \$200,000 target as suggested in the Ganaraska Forest Management Plan 2018-2038. Therefore, staff are recommending that a Ganaraska Forest Reserve be established. In any given year, when timber tenders result in a higher than anticipated yield, funds can be moved in to be utilized in the future when timber sales do not meet the budgeted amount. This reserve has been included in the attached policy.

The reserves and surplus are reported each year in the audited financial statements.

**RECOMMENDATION:**

**THAT** the Board of Directors approve the Ganaraska Region Conservation Authority Reserves and Surplus policy as attached.

**Prepared by:**

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



## **GANARASKA REGION CONSERVATION AUTHORITY**

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### **Reserves and Surplus Policy**

Replacing Reserves/Municipal Surplus Policy  
Prepared April 1993  
Updated February 1994  
April 18, 2024



# GANARASKA REGION CONSERVATION AUTHORITY

## Reserves and Surplus Policy

### INTRODUCTION

Ganaraska Region Conservation Authority (GRCA) has reserves established to accumulate money for specific uses. Reserves can be based on money received from the municipal levies or self-generated fees.

Surpluses represent money created by excess self-generated funds and annual levies assessed to the watershed municipalities. While the funds from general levy are intended to be spent each year, in any given year due to good budgeting, under expenditures, etc., a surplus of municipal levy may be accumulated. Funds from self-generated can also be moved into the accumulated surplus when they exceed the amount required to cover the expenses. Another contributing factor to the surplus is the change in recording tangible capital assets at cost in accordance with the change in *Public Sector Accounting Board (PSAB)* rules.

This surplus can be spent on either GRCA operations or capital expenses. Use of funds from the accumulated surplus requires a proposal to the Board of Directors with appropriate background material and rationalization as well as a Board of Director's resolution for approval of the expenditure. The expenditure must also be in accordance with GRCA Purchasing/Tender Policies. It is the practice of the Authority not to utilize the surplus for staff salaries.

### (a) CAPITAL ASSET REPLACEMENT RESERVE

In 2016, The Authority implemented a capital asset management plan. The plan identified what assets the Authority has, the condition they are in and what the anticipated needs are to maintain the infrastructure. It also estimates the future needs both from the perspective of preserving existing infrastructure and also anticipates new asset acquisitions and capacity enhancements. A determination was made of which assets need to be managed and replaced on a 20-year cycle, except for dam infrastructure which has a longer 40-year cycle. Use of these funds are at the discretion of the CAO/Secretary-Treasurer in consultation with staff and in accordance with the capital asset management plan.

**(b) FOREST CENTRE RESERVE**

This reserve was originally set up in 1986 to be used for capital works and the rebuild of the Ganaraska Forest Centre. Once the Centre was rebuilt, the reserve was redirected to be used if there was a shortfall in the revenues due to strikes by schools or other situations when the revenues are not able to cover the expenses. Monies are transferred into the reserve from the Forest Centre revenues when appropriate and the revenues exceed the expenses in any given year at the end of the year prior to the completion of the financial statements. Use of these funds are at the discretion of the CAO/Secretary-Treasurer or designate.

**(c) BARBARA YOUNG BEQUEST**

In 2015, the Authority received a bequest from the estate of Barbara Young. The total amount received was \$57,981. Although the amount was not externally restricted, the Authority has elected to spend the funds on a new Trappers and Traders program. Use of these funds are at the discretion of the CAO/Secretary-Treasurer in consultation with staff.

**(d) SAVE THE GANARASKA AGAIN**

This reserve was set up in 2018 with funds received from the Save the Ganaraska Again organization. The funds are to be used to subsidize students who cannot afford to attend the outdoor education programs. Use of these funds are at the discretion of the CAO/Secretary-Treasurer in consultation with staff.

**(e) GANARASKA FOREST LAND PURCHASE**

This reserve was established in 2001 with funds from the Township of Cavan-Millbrook-North Monaghan (now Township of Cavan Monaghan) to purchase lands abutting the Ganaraska Forest within Peterborough County. Use of these funds to be approved by the Board of Directors.

**(f) GANARASKA FOREST RESERVE**

This reserve was set up in 2024 to be utilized if there was a shortfall in the revenues due to reduced timber sales in any given year when the revenues are not able to cover the expenses. Monies are deposited into the reserve from the Ganaraska Forest revenues if the total revenues exceed the expenses in any given year at the end of the year prior to the completion of the financial statements. Use of these funds are at the discretion of the CAO/Secretary-Treasurer in consultation with staff.

## STAFF REPORT – April 18, 2024

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

**Re: 2024 Financial Budget**

Attached is the Ganaraska Region Conservation Authority (GRCA) 2024 Financial Budget.

With regards to sources of revenues, the municipal levy, in the amount of \$1,279,854.98, was passed at the November 23, 2023 Board of Directors' meeting. It is anticipated Provincial Section 39 funding will remain at \$51,863.00. This has not been confirmed to date. The Ganaraska Forest timber sales are significantly increased from the preliminary budget. The timber tenders were opened Wednesday, April 10, 2024. The Ganaraska Forest Management Plan (2018-2038) suggests about \$200,000 for timber tenders. This year the tender was awarded at \$430,555 which is included on page 23 under "Self-Generated Revenue" of \$1,354,455. This is a result of a higher market value and the compartments scheduled for thinning consist of poles which are of greater value. It is recommended that some of these funds be placed in a reserve as per the Reserves and Surplus Policy staff report.

The revenues at the Ganaraska Forest Centre are anticipated to be back to pre-covid levels for both weddings and school bookings. GRCA staff continue to work with partners on benefitting projects and capital projects. Program administration is a charge applied to capital projects which represents approximately 12% of the total which accounts for overhead to cover administration costs and is reported in corporate services.

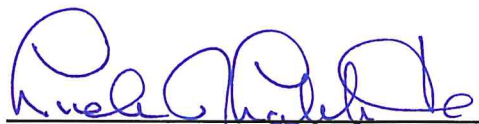
There are several capital asset replacements scheduled for 2024 which include a truck, several computers, some hard drives as well as some roof replacements at the Forest Centre. This year, staff will be bringing forward a staff report with regards to the gymnasium building located at the Ganaraska Forest Centre. The operating expenses in the Ganaraska Forest have increased due to contracting out the re-establishment of a single-track trail in the central forest. Operating expenses in other program areas are in keeping with previous years.

Board members are encouraged to contact the CAO/Secretary-Treasurer to answer any questions in advance of the meeting or should a more in-depth review of the budget be requested, a meeting to review the budget prior to the board meeting can certainly be arranged.

### **RECOMMENDATION:**

**THAT** the Board of Directors approve the 2024 Financial Budget.

Prepared by:



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



**GANARASKA REGION  
CONSERVATION AUTHORITY**

# **2024 FINANCIAL BUDGET**

*Clean Water, Healthy Land  
For Healthy Communities*

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# GANARASKA REGION CONSERVATION AUTHORITY

Established 1946

The objects of an Authority are to provide, in the area over which it has jurisdiction, programs and services designed for the purpose of furthering the conservation, restoration, development and management of natural resources in watershed(s).

## Watershed Municipalities

The watershed covers an area of 935 square-kilometres and has a population of 75,606.

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

## 2024 Board of Directors

The Board of Directors usually meets the 3<sup>rd</sup> Thursday of every month or at the call of the Chair.

Municipality of Port Hope – Vicki Mink\*

Township of Cavan Monaghan – Lance Nachoff

Municipality of Clarington – Willie Woo\*\*

Town of Cobourg – Randy Barber

Municipality of Clarington – Margaret Zwart

Town of Cobourg – Miriam Mutton

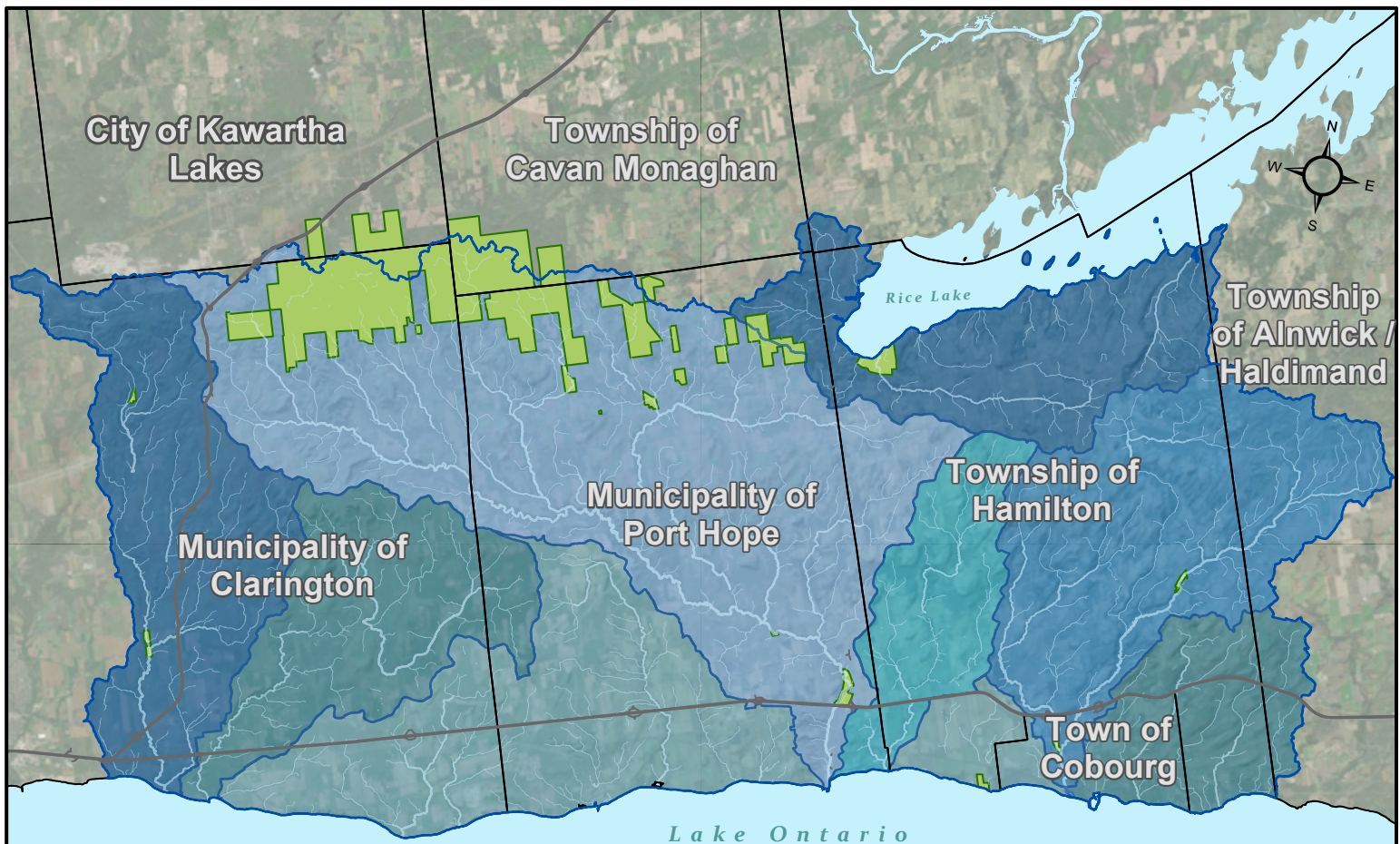
Township of Hamilton – Mark Lovshin

Municipality of Port Hope – Adam Pearson

Township of Alnwick/Haldimand – Joan Stover

City of Kawartha Lakes – Tracy Richardson

\*Denotes Chair \*\*Denotes Vice Chair



### Legend

- Watershed Boundary
- Local Municipality
- Conservation Areas
- CA Lands

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The Ganaraska Region Conservation Authority's Shared Vision:  
*Clean Water, Healthy Land For Healthy Communities*



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

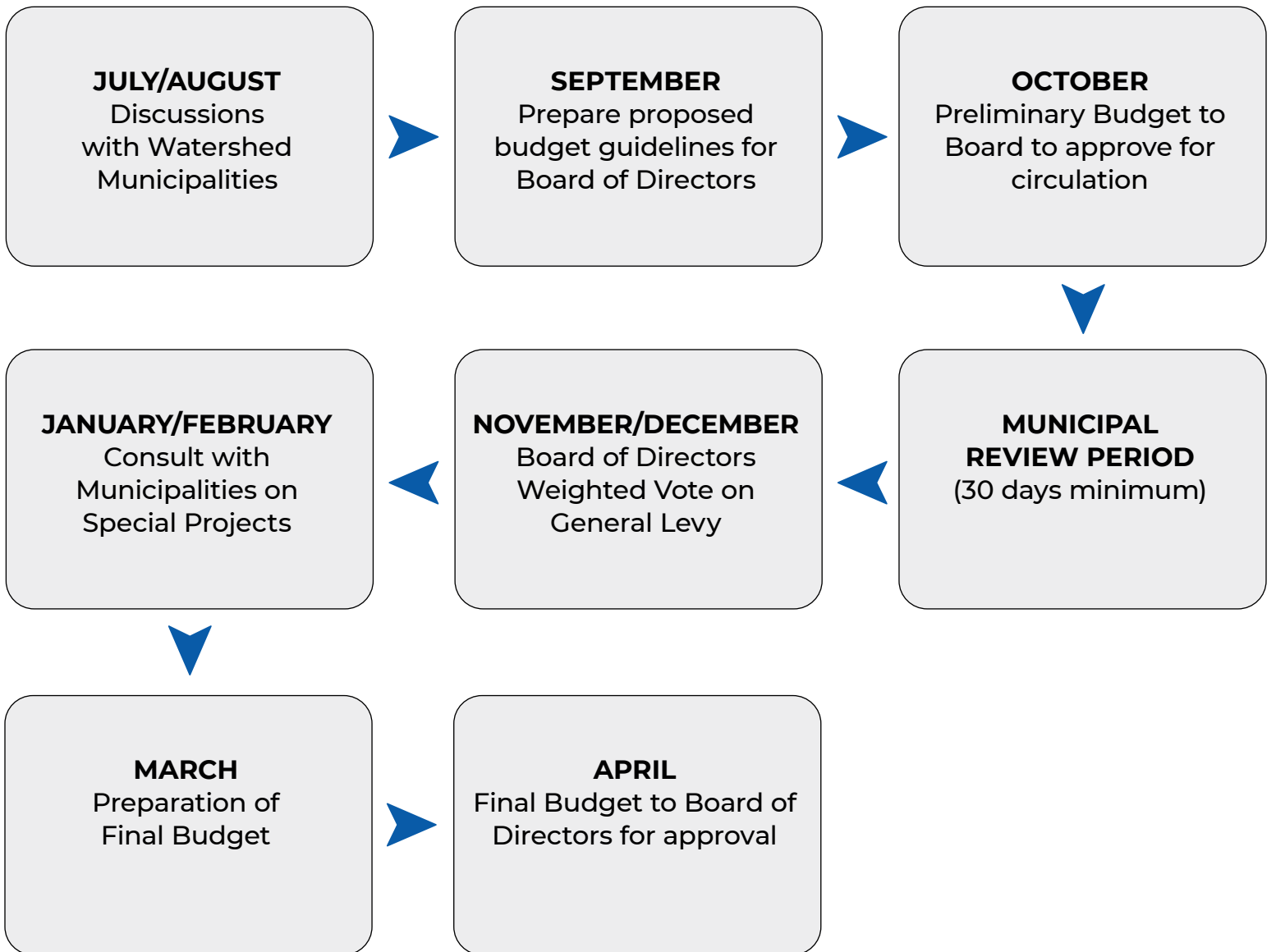
**Our Shared Values**

- To Explore is to Value Knowledge
- To Learn is to Value Collaboration
- To Lead is to Value Excellence
- To Evolve is to Value Innovation

**GRCA 2024 Committees**

- Ganaraska Forest Recreational Users Committee  
Mark Gardiner (Chair), Matthew Robbins, Jim Pearson, Jennifer Jackman, Garry Niece, Randy Cunningham, Lisa Thompson, Amber Panchyshyn, Alex Schmidt, Carolyn Richards, Peter Wood, Steve Brownell, Marven Whidden, Maureen MacDonald, Lance Nachoff (Board Representation)

# THE BUDGET PROCESS





# 2024 BUDGET PRESENTATION FORMAT



The Ganaraska Region Conservation Authority (GRCA) has 5 program and service departments:

- Watershed Management and Health Monitoring
- Environmental Advisory Services
- Watershed Stewardship
- Conservation Lands Management
- Corporate Services

The departments are further reported in accordance with the categorization as required by the Regulation 687/21 as explained below.

## Conservation Authorities Act (CA Act) Regulations

In October, 2021, the Province of Ontario released Phase 1 regulations designed to implement amendments to the CA Act.

- *Ontario Regulation 686/21: Mandatory Programs and Services*
- *Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services*
- *Ontario Regulation 688/21: Rules of Conduct in Conservation Areas*

The Phase 2 Regulations were finalized under the *Conservation Authorities Act* in April 2022.

## Categorization of Programs and Services as per Regulation 687/21:

### 1. Mandatory programs and services

Defined in regulation; where municipal levy could be used without any agreement.

### 2. Municipal programs and services

Programs and services at the request of a municipality (with municipal funding through an MOU/agreement).

As with previous budgets, the budget figures may have been adjusted throughout the year as a result to reflect unexpected decreases/increases in the funding revenues.

In cases where the funding received for a capital project is not spent, those funds are carried forward as deferred revenue.

The programs of the GRCA are classified into 5 areas. The budget format reflects the program areas into categories 1, 2 and 3, which are reflected in the *Programs and Services Inventory* and has been attached at the end of the budget. This inventory was finalized and approved by the Board of Directors at the September 21, 2023 meeting.

The Memorandums of Understanding (MOU) required were all completed prior to the extended deadline of March 31, 2023 and can be found on the GRCA website ([grca.on.ca](http://grca.on.ca)).

### 3. Other programs and services

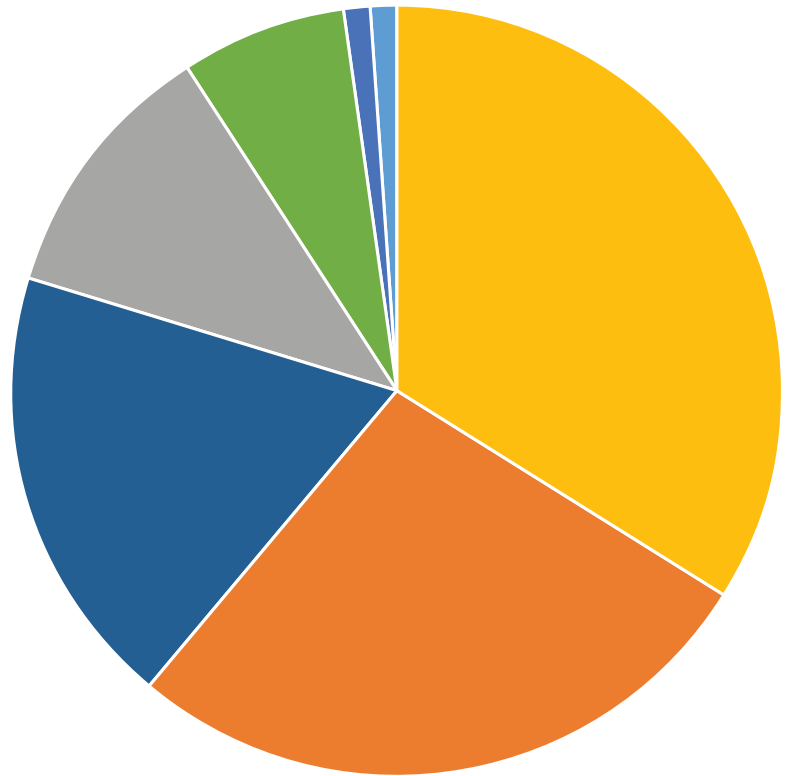
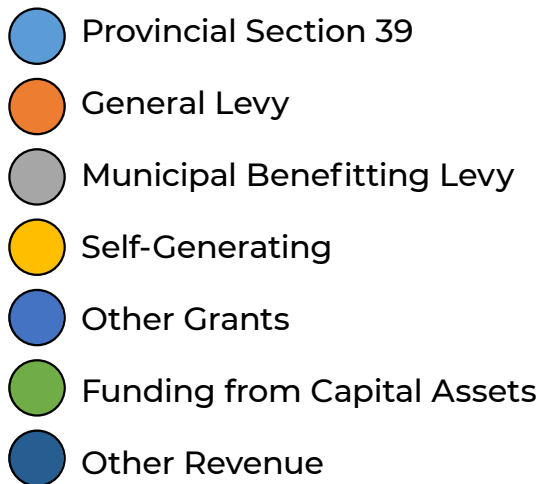
Programs and services an Authority determines are advisable (use of municipal levy requires an MOU/agreement with participating municipalities).

# 2024 BUDGET SUMMARY

Ganaraska Conservation's proposed budget for 2024 is \$4,687,669. The following pages provide context on the revenues and expenditures, a budget breakdown and a breakdown of the levy for each watershed municipality.

## 2024 REVENUES

- Provincial Section 39 funding of \$51,863.
- The General Levy proposed increase is 3.3% and includes a minimum levy of \$16,459.79 for a total General Levy of \$1,279,854.
- Municipal Benefitting Levy totals \$525,528.
- Self-Generating Revenue totals \$1,592,453.
- Other Grants of \$45,600.
- Funding from Capital Asset Reserve of \$327,005.
- Other Revenue totals \$865,366.
- Total Revenue \$4,687,669.



# 2024 BUDGET SUMMARY

## SOURCES OF REVENUE

### **Provincial Section 39 Funding**

The Ontario Ministry of Natural Resources and Forestry provides funding to the Ganaraska Region Conservation Authority in the amount of \$51,863. This amount is approximately 50% of the funding that was provided for over the last 20 years and has remained at this reduced amount since 2019. This funding supports the mandated flood forecasting and warning programs.

### **Municipal General Levy**

The Municipal General Levy is funding provided by municipalities to support Category 1 Programs and Services, such as Enabling Services of Corporate Services, Low Water Response, Environmental Monitoring and Conservation Land expenses for recreational uses.

### **Municipal Benefitting Levy**

Municipal Benefitting Levy is funding that supports benefitting or special projects, which are projects that are carried out for specific Watershed Municipalities. Such projects are normally Capital Projects and may be shared by two or more municipalities within the Conservation Authority jurisdiction.

### **Self-Generating Revenue**

Self-Generating Revenue includes user fees for Planning Services and are set to recover but not exceed the costs associated with administering and delivering these services on a program basis including site inspections, legal inquiries.

Ganaraska Forest membership and day uses, as well as bookings at the Forest Centre for education, weddings and camping. Special events, leasing lands and timber management are also included.

### **Other Grants**

Other Grants include employment programs, as well as grants from other agencies, such as the Greenbelt Foundation.

### **Funding from Capital Assets Reserve**

Funding is set aside each year, \$183,876 in 2024, from the associated program areas and placed in a reserve that is to be utilized to fund the replacement of the physical assets of the GRCA.

### **Other Revenue**

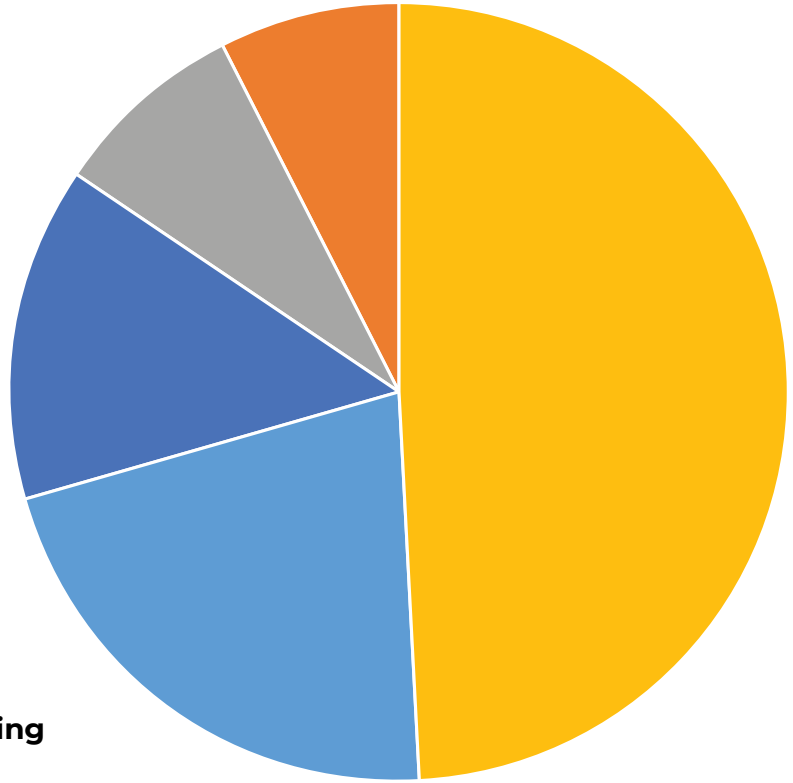
Other Revenue includes funding of projects that Ganaraska Conservation partners on with other conservation authorities, municipalities and counties that are outside of the GRCA jurisdiction.

Administration fees, which are fees charged for payroll costs and overhead against a program or project, are also reported.

# 2024 BUDGET SUMMARY

## EXPENDITURES

- Watershed Management & Health Monitoring
- Environmental Advisory
- Watershed Stewardship
- Conservation Land Management
- Corporate Services



### Watershed Management and Health Monitoring

Costs 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 services 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 programs and services delivery.

## WATERSHED MANAGEMENT & 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. Programs within this area are in Category 1 and 2. *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.

### FLOOD PROTECTION SERVICES

#### Flood Forecasting and Warning – **Category 1:**

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 – **Category 1:**

Preventative maintenance to the flood and erosion control structures throughout the watershed.

**Floodplain Regulations – Category 1:** Includes costs associated with implementing the fill and floodplain regulations required ensuring the integrity of the watershed floodplain management system.

#### Floodplain Mapping & Flood Mitigation Projects

– **Category 1:** Floodplain mapping improves flood management response and assists municipalities to understand their flood risk.

#### GIS Services & Remote Sensing – **Category 2:**

GRCA staff continue with these partnerships.

#### Resource Inventory and Environmental Monitoring

– **Category 1:** The groundwater program, funded by the Region of Durham, Municipality of Port Hope and the Township of Hamilton is also reflected under this area.

**Category 2:** The Municipality of Clarington, with Port Hope, Cobourg and Hamilton are funding watershed monitoring.

**Natural Heritage Mapping – Category 2:** A natural heritage mapping for the watershed is continuing using funds from the Municipality of Clarington.

#### Source Protection Planning – **Category 1:**

GRCA is part of the *Trent Conservation Coalition (TCC) Source Protection Program*, at protecting the sources of water (rivers, lakes, aquifers) used for municipal drinking water systems.

#### Watershed Plans & Strategies – **Category 2:**

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.

# WATERSHED MANAGEMENT & HEALTH MONITORING



## Revenues

Revenue Sources	2023 Budget	2024 Budget
Section 39 Provincial Funding	51,863	51,863
General Levy	176,446	173,459
Municipal Benefitting Levy	483,971	375,459
Self-Generating Revenue	65,000	40,000
Other Grants	139,800	8,800
Funding From Capital Asset Reserve	9,000	500
Other Revenue	416,550	363,150
<b>Totals</b>	<b>1,342,630</b>	<b>1,013,231</b>

# WATERSHED MANAGEMENT & HEALTH MONITORING

## Expenditures

<b>FLOOD PROTECTION SERVICES</b> Category 1 - Mandatory Services	2023 Budget	2024 Budget
<b>Flood Forecasting &amp; Warning</b>		
Staffing	105,250	106,604
Expenses	32,000	31,300
Capital Asset Replacement	21,977	13,905
<b>TOTAL</b>	<b>159,227</b>	<b>151,809</b>
<b>Flood Control Structures</b>		
Staffing	9,900	12,200
Expenses	23,200	15,200
Capital Asset Replacement	3,588	3,706
<b>TOTAL</b>	<b>36,688</b>	<b>31,106</b>
<b>Erosion Control Structures</b>		
Staffing	1,000	1,000
Expenses	0	0
<b>TOTAL</b>	<b>1,000</b>	<b>1,000</b>
<b>Floodplain Regulations</b>		
Staffing	88,050	90,950
Expenses	3,800	3,800
Capital Asset Replacement	1,504	1,553
<b>TOTAL</b>	<b>93,354</b>	<b>96,303</b>
<b>Dam Safety</b>		
Capital Asset Replacement	7,240	7,479
<b>TOTAL</b>	<b>7,240</b>	<b>7,479</b>
<b>Natural Hazard Mapping:</b>		
<i>Clarington Floodline Update</i>		
Staffing	15,512	31,510
Expenses	1,800	2,000
<b>TOTAL</b>	<b>17,312</b>	<b>33,510</b>

# WATERSHED MANAGEMENT & HEALTH MONITORING

## Expenditures

Category 2 - Municipal Services	2023 Budget	2024 Budget
<b>Haliburton Floodplain Mapping</b>		
Staffing	205,550	114,900
Expenses	50,850	0
<b>TOTAL</b>	<b>256,400</b>	<b>114,900</b>
<b>Clarington NDMP Flood Plain Mapping Update:</b>		
<i>Graham Creek</i>		
Staffing	5,000	
Expenses	0	
<b>TOTAL</b>	<b>5,000</b>	
<b>Brook Creek Flood Mitigation</b>		
Staffing	21,500	10,000
Expenses	100	0
<b>TOTAL</b>	<b>21,600</b>	<b>10,000</b>
<b>Durham Risk Assessment</b>		
Staffing	3,500	98,500
Expenses	0	0
<b>TOTAL</b>	<b>3,500</b>	<b>98,500</b>
<b>Durham Floodplain Mapping Updates (FHIMP)</b>		
Staffing	106,000	15,000
Expenses	24,000	0
<b>TOTAL</b>	<b>130,000</b>	<b>15,000</b>
<b>ORCA Shared Projects</b>		
<i>Byersville Floodplain Mapping</i>		
Staffing	16,650	22,050
Expenses	63,000	0
<b>TOTAL</b>	<b>79,650</b>	<b>22,050</b>
<i>Jackson Creek</i>		
Staffing	25,000	18,500
<b>TOTAL</b>	<b>104,650</b>	<b>40,550</b>



# WATERSHED MANAGEMENT & HEALTH MONITORING

## Expenditures

GIS SERVICES & REMOTE SENSING Category 2 - Municipal Services		2023 Budget	2024 Budget
<b>Storm Sewer Asset Management</b>			
Staffing		30,500	4,500
Expenses		2,500	0
Capital Asset Replacement		0	0
<b>TOTAL</b>		<b>33,000</b>	<b>4,500</b>
<b>GIS SERVICES :</b>			
<i>Other CA's &amp; Partners</i>			
Staffing		22,325	22,325
Expenses		5,175	5,175
<b>TOTAL</b>		<b>27,500</b>	<b>27,500</b>
<b>Peterborough DEM</b>			
Staffing		4,500	7,700
Expenses		8,500	4,000
<b>TOTAL</b>		<b>13,000</b>	<b>11,700</b>
<b>Brighton Remote Sensing</b>			
Expenses		15,000	
<b>TOTAL</b>		<b>15,000</b>	
RESOURCE INVENTORY & ENVIRONMENTAL MONITORING Category 1 - Mandatory Services		2023 Budget	2024 Budget
<b>Groundwater</b>			
Staffing		55,270	61,750
Expenses		18,963	13,044
Capital Asset Replacement		692	715
<b>TOTAL</b>		<b>74,925</b>	<b>75,509</b>
<b>Water Quality Sampling (PWQMN)</b>			
Staffing		5,850	6,050
Expenses		50	50
<b>TOTAL</b>		<b>5,900</b>	<b>6,100</b>
<b>Low Water Response</b>			
Staffing		3,900	4,025
Expenses		0	0
<b>TOTAL</b>		<b>3,900</b>	<b>4,025</b>

# WATERSHED MANAGEMENT & HEALTH MONITORING



## Expenditures

RESOURCE INVENTORY & ENVIRONMENTAL MONITORING		
Category 2 - Municipal Services	2023 Budget	2024 Budget
<b>Watershed Monitoring</b>		
Staffing	43,048	43,563
Expenses	38,550	28,550
Capital Asset Replacement	14,702	15,187
<b>TOTAL</b>	<b>96,300</b>	<b>87,300</b>
<b>Natural Heritage Mapping</b>		
Staffing	33,820	32,126
Expenses	2,314	2,314
<b>TOTAL</b>	<b>36,134</b>	<b>34,440</b>
SOURCE PROTECTION PLANNING		
Category 1 - Mandatory Services	2023 Budget	2024 Budget
<b>Source Protection Planning - TCC</b>		
Staffing	125,000	98,000
Expenses	1,000	1,000
<b>TOTAL</b>	<b>126,000</b>	<b>99,000</b>
SOURCE PROTECTION MUNICIPAL IMPLEMENTATION		
Category 2 - Municipal Services	2023 Budget	2024 Budget
<b>Hamilton Township RMO</b>		
Staffing	2,000	
<b>TOTAL</b>	<b>2,000</b>	

# WATERSHED MANAGEMENT & HEALTH MONITORING



## Expenditures

### WATERSHED PLANS & STRATEGIES

#### Category 2 - Municipal Services - Risks of Natural Hazards

	2023 Budget	2024 Budget
<b>Climate Change Strategy</b>		
Staffing	35,000	36,500
Expenses	15,000	6,500
<b>TOTAL</b>	<b>50,000</b>	<b>43,000</b>
<b>Watershed Report Card Update</b>		
Staffing	18,800	18,300
Expenses	4,200	1,700
<b>TOTAL</b>	<b>23,000</b>	<b>20,000</b>
<b>TOTAL WATER MANAGEMENT &amp; HEALTH MONITORING</b>	<b>1,342,630</b>	<b>1,013,231</b>

# PROGRAMS & SERVICES



## ENVIRONMENTAL ADVISORY SERVICES

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 – Category 1:** Includes municipal/public official plan review, comprehensive zoning bylaws, secondary plan review and general planning studies.

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.

**Development Plan Input & Review – Category 1:** Includes development driven review of plans of subdivision and condos, official plan amendments,

**Watershed Ecology – Category 2:** Includes the ecological program of the Authority.

# ENVIRONMENTAL ADVISORY SERVICES

## Revenues

Revenue Sources	2023 Budget	2024 Budget
Section 39 Provincial Funding	0	0
General Levy	86,888	83,917
Municipal Benefitting Levy	50,000	46,100
Self-Generating Revenue	156,000	126,000
Other Grants	0	0
Funding From Capital Asset Reserve	0	2,000
Other Revenue	43,000	84,290
<b>Totals</b>	<b>335,888</b>	<b>342,307</b>

## Expenditures

ENVIRONMENTAL ADVISORY SERVICES		
Category 1 - Mandatory Services	2023 Budget	2024 Budget
<b>Municipal/Public Plan Input &amp; Review</b>		
Staffing	76,400	78,911
Expenses	2,200	2,200
Capital Asset Replacement	2,053	4,121
<b>TOTAL</b>	<b>80,653</b>	<b>85,232</b>
<b>Development Plan Review</b>		
Staffing	133,282	137,664
Expenses	69,900	71,190
Capital Asset Replacement	2,053	2,121
<b>TOTAL</b>	<b>205,235</b>	<b>210,975</b>
Category 2 - Municipal Services	2023 Budget	2024 Budget
<b>Watershed Ecology</b>		
Staffing	34,000	34,223
Expenses	16,000	11,665
Capital Asset Replacement	0	212
<b>TOTAL</b>	<b>50,000</b>	<b>46,100</b>
<b>TOTAL ENVIRONMENTAL ADVISORY SERVICES</b>	<b>335,888</b>	<b>342,307</b>

# PROGRAMS & SERVICES



## WATERSHED STEWARDSHIP

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. *Watershed Stewardship* is classified as Category 2 & 3 in the *Programs and Services Inventory*.

## 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 and in partnership with the Conservation Authority.

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

# WATERSHED STEWARDSHIP



## Revenues

Revenue Sources	2023 Budget	2024 Budget
Section 39 Provincial Funding	0	0
General Levy	0	0
Municipal Benefitting Levy	274,714	103,969
Self-Generating Revenue	97,100	71,998
Other Grants	26,800	26,800
Funding From Capital Asset Reserve	0	0
Other Revenue	23,810	177,126
<b>Totals</b>	<b>422,424</b>	<b>379,893</b>

## Expenditures

LAND STEWARDSHIP Category 2 - Municipal Services	2023 Budget	2024 Budget
<b>Durham Collaborative Tree Program</b>		
Staffing	20,000	24,000
Expenses	32,000	74,000
Other CA funds (transferred)	113,000	0
<b>TOTAL</b>	<b>165,000</b>	<b>98,000</b>
<b>Partner Projects</b>		
OPG Projects	15,510	18,910
GGH CAC	2,500	2,500
<b>TOTAL</b>	<b>18,010</b>	<b>21,410</b>

# WATERSHED STEWARDSHIP



## Expenditures

CLEAN WATER - HEALTHY LAND	2023 Budget	2024 Budget
<b>Financial Assistance Program</b>		
Expenses	12,000	12,000
Landowner Program Projects	95,214	101,505
<b>TOTAL</b>	<b>107,214</b>	<b>113,505</b>
Category 3 - Non-Mandatory Services	2023 Budget	2024 Budget
<b>Tree Plant</b>		
Staffing	13,500	26,500
Expenses	83,067	86,827
Capital Asset Replacement	533	551
	97,100	113,878
<b>TOTAL</b>	<b>204,314</b>	<b>227,383</b>
<b>OPG Projects</b>		
Staffing	0	0
Expenses	8,300	6,300
<b>TOTAL</b>	<b>8,300</b>	<b>6,300</b>
<b>Fisheries Review</b>		
Staffing	12,339	12,339
Expenses	14,015	14,000
Capital Asset Replacement	446	461
<b>TOTAL</b>	<b>26,800</b>	<b>26,800</b>
<b>TOTAL WATERSHED STEWARDSHIP</b>	<b>422,424</b>	<b>379,893</b>



# PROGRAMS & SERVICES



## CONSERVATION LAND MANAGEMENT

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 – Category 1:** 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 – Category 3:** 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 include: 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.

**Ganaraska Forest – Category 1 and 3:** 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 2024, the revenue from timber contracts are \$430,555. It is anticipated that the damage caused by the derecho windstorm will impact future forest timber management revenues for several years.

The partnership with Treetop Trekking continues and revenues are estimated at \$36,000.

# CONSERVATION LAND MANAGEMENT



## Revenues

Revenue Sources	2023 Budget	2024 Budget
Section 39 Provincial Funding	0	0
General Levy	502,302	524,014
Municipal Benefitting Levy	0	0
Self-Generating Revenue	974,175	1,354,455
Other Grants	85,000	10,000
Funding From Capital Asset Reserve	151,300	282,300
Other Revenue	44,400	134,800
<b>Totals</b>	<b>1,757,177</b>	<b>2,305,569</b>

# CONSERVATION LAND MANAGEMENT



## Expenditures

PASSIVE RECREATION		
Category 1 - Mandatory Services	2023 Budget	2024 Budget
Staffing	201,348	196,365
Expenses	90,900	91,415
Capital Asset Replacement	25,140	99,640
<b>TOTAL</b>	<b>317,388</b>	<b>387,420</b>
PROGRAMMED RECREATION: GANARASKA FOREST & TRAIL HEAD CENTRE		
Category 1 - Mandatory Services (Forest Recreation)		
Category 3 - Non-Mandatory Services (Timber Management)	2023 Budget	2024 Budget
Staffing	478,000	522,000
Expenses	322,150	554,255
Capital Asset Replacement	129,439	112,894
<b>TOTAL</b>	<b>929,589</b>	<b>1,189,149</b>
GANARASKA FOREST CENTRE		
Category 3 - Non-Mandatory Services	2023 Budget	2024 Budget
Staffing	259,400	357,527
Expenses	168,402	213,202
Capital Asset Replacement	82,398	158,271
<b>TOTAL</b>	<b>510,200</b>	<b>729,000</b>
<b>TOTAL PROGRAMMED RECREATION</b>	<b>1,439,789</b>	<b>1,918,149</b>
<b>TOTAL CONSERVATION LAND MGMT</b>	<b>1,757,177</b>	<b>2,305,569</b>

# PROGRAMS & SERVICES



## CORPORATE SERVICES

This budget area provides the leadership and management in the delivery of all programs and services. It 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.

### **Programs and Services Inventory:**

Corporate Services is classified as enabling services requiring levy support.

**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.

### *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 and any information costs.

All publications, advertising and Authority staff uniforms are included in this program area.

# CORPORATE SERVICES

## Revenues

Revenue Sources	2023 Budget	2024 Budget
Section 39 Provincial Funding	0	0
General Levy	473,133	498,464
Municipal Benefitting Levy	0	0
Self-Generating Revenue	0	0
Other Grants	0	0
Funding From Capital Asset Reserve	85,000	42,205
Other Revenue	81,600	106,000
<b>Totals</b>	<b>639,733</b>	<b>646,669</b>

## Expenditures

Category 1 - Mandatory Services - Enabling Services	2023 Budget	2024 Budget
<b>CORPORATE/FINANCE MANAGEMENT</b>		
Staffing	263,600	278,500
Expenses	59,360	66,760
<b>TOTAL</b>	<b>322,960</b>	<b>345,260</b>
<b>OFFICE SERVICES</b>		
Staffing	26,500	26,000
Expenses	102,696	116,796
Capital Asset Replacement	121,077	88,928
<b>TOTAL</b>	<b>250,273</b>	<b>231,724</b>
<b>CORPORATE COMMUNICATIONS</b>		
Staffing	60,000	61,811
Expenses	6,100	7,450
Capital Asset Replacement	400	424
<b>TOTAL</b>	<b>66,500</b>	<b>69,685</b>
<b>TOTAL CORPORATE SERVICES</b>	<b>639,733</b>	<b>646,669</b>
<b>TOTAL OPERATING BUDGET</b>	<b>4,497,852</b>	<b>4,687,669</b>

## PROGRAMS & SERVICES



### GRCA RESERVES

The Ganaraska Region Conservation Authority has six 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 GRCA capital assets. This reserve is an essential part of the 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 Land Purchase Reserve**

This reserve was established in 2001 with a \$10,000 donation by the Township of Cavan Monaghan to be used for costs associated with a land purchase within the Peterborough County jurisdiction.

#### **Forest Centre Reserve**

The original reserve was established in 1986. Upon completion of the Forest Centre rebuild in 2009, the reserve was redirected to be used if there was a shortfall in the revenues due to strikes by schools or other situations when the revenues are

not able to cover the expenses. Monies are transferred into the reserve from the Forest Centre revenues when appropriate and the revenues exceed the expenses in any given year at the end of the year prior to the completion of the financial statements.

#### **Barbara Young Bequest**

In 2015, the Authority received a bequest from the estate of Barbara Young. The total amount received was \$57,981. Although the amount was not externally restricted, the Authority has elected to spend the funds on a new Trappers and Traders program.

#### **Save the Ganaraska Again**

This reserve was set up in 2018 with funds received from the *Save the Ganaraska Again* organization. The funds are to be used to subsidize students who cannot afford to attend the outdoor education programs.

#### **Ganaraska Forest Reserve**

This reserve was set up in 2024 to be utilized if there was a shortfall in the revenues due to reduced timber sales in any given year when the revenues are not able to cover the expenses. Monies are deposited into the reserve from the Ganaraska Forest revenues if the total revenues exceed the expenses in any given year at the end of the year prior to the completion of the financial statements.

# GRCA 2024 GENERAL LEVY



Municipal Partner	2023 Levy	2024 Levy
Municipality of Clarington	635,528.22	658,596.76
Town of Cobourg	251,353.43	258,545.20
Municipality of Port Hope	199,414.81	205,927.32
Township of Alnwick/Haldimand	13,824.17	14,269.01
Township of Hamilton	130,803.78	134,210.69
Township of Cavan Monaghan	4,708.90	4,865.56
City of Kawartha Lakes	3,336.65	3,440.45

# PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
<b>Support Services</b>			
<i>Program Description: Key assistance provided to all departments of the conservation authority, board of directors, member municipalities and the general public to support Ganaraska Conservation to operate in an accountable, transparent, efficient and effective manner.</i>			
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
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
CS	Legal Expenses	Costs related to agreements/contracts, HR, etc.	1
CS	Governance	Supporting CA Boards, Advisory Committees, Office of CAO/ST	1
CS	Communications & 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
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
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



# PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
<p><b>Natural Hazard Management Program</b>  <i>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.</i></p>			
WMHM	Section 28 Permit Administration	Reviewing and processing permit applications, associated technical reports, site inspections, communication with applicants, agents, and consultants and legal costs. Violations also fall under this category.	1
EAS	Municipal Plan Input & Plan Review	Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances). Input to municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of Ministry of Natural Resources and Forestry (MNR), delegated to CAs (1983). Input to the review, approval processes under other applicable law, with comments related to natural hazards, wetlands, watercourses, and Sec. 28 permit requirements.	1
WMHM	Flood Forecasting & 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
WMHM	Flood & Erosion Control Infrastructure Operation & 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

# PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
<b>Natural Hazard Management Program</b>			
WMHM	Flood & Erosion Control Infrastructure Operation & Management	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
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
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
WMHM	Technical Studies & Policy Review	Studies and projects to inform <i>Natural Hazards Management Programs</i> , including floodplain management, watershed hydrology, regulations areas mapping update, flood forecasting system assessment, floodplain policy, <i>Lake Ontario Shoreline Management</i> . These projects often occur for a specific number of years and are distributed over time as human resources and funding is available.	1
CL	Natural Hazards Communications, Outreach & 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 <i>Spring Water Awareness Program</i> about the danger of floodwaters, dangers of dams, etc.	1

# PROGRAMS & SERVICES INVENTORY



Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
<p><b>Provincial Water Quality &amp; Quantity Monitoring</b>  <i>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.</i></p>			
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 <i>Watershed Report Cards</i> and stewardship project prioritization.	1
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
<p><b>Local Water Quality Monitoring</b>  <i>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.</i></p>			
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 collected at 4 auto sampler sites supporting Lake Ontario nearshore water monitoring. Costs include sampling, analysis, equipment maintenance and reporting.	2

# PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
<p><b>Drinking Water Source Protection</b>  <i>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.</i></p>			
WMHM	Local Source Protection Area DWSP	Source Protection Authority reports, meetings and governance. Delivery of the activities required by the <i>Clean Water Act</i> and regulations, as per <i>Clean Water Act</i> .	1
WMHM	DWSP Risk Management Official	Carrying out Part IV duties of the <i>Clean Water Act</i> on behalf of municipalities through service agreements.	2
<p><b>Core Watershed-based Resource Management Strategy</b>  <i>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.</i></p>			
NEW	Watershed-Based Resource Management Strategy Development	<b>New Project:</b> Collate/compile existing resource management plans, watershed plans, studies and data. Strategy development, implementation and annual reporting. This project builds on previous <i>Watershed Management Strategies</i> . To be completed on or before <b>December 31, 2024</b> , per requirements of Regulation.	1
<p><b>Sub-watershed Plans and Projects</b>  <i>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.</i></p>			
WMHM	Natural Heritage Mapping	Ganaraska Conservation incorporates natural heritage information, particularly around wetlands, to develop planning and regulatory strategies to mitigate downstream natural hazards. Data is also used in hydrologic and hydraulic models.	2
EAS	Watershed Ecology	Ganaraska Conservation provides watershed ecology services to specific watershed municipalities.	2

# PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
<p><b>Conservation Authority Lands and Conservation Areas</b></p>			
<p><i>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.</i></p>			
CL	Section 29 Enforcement and Compliance	<p>Conservation Areas / Ganaraska Forest / regulation enforcement and compliance.</p> <p>Ganaraska Conservation staff and a contracted company patrol the 11,000 acres Ganaraska Forest and conservation areas to ensure that the regulations are being adhered to by the users.</p>	1
CL	Ganaraska Forest	<p><b>Category 1</b> - 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 <i>Ganaraska Forest Management Plan</i> 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, educational and social activities that support the health and sustainability of the Forest."</p> <p><b>Category 3</b> – GRCA also performs timber management within the Forest. The <i>Forest Management Plan</i> 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

# PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
<b>Conservation Authority Lands and Conservation Areas</b>			
CL	Conservation Areas	The 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
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
CL	Land Acquisition	Strategic acquisition of environmentally significant properties.	2, 3
NEW	Inventory of Conservation Authority Lands	<b>New Project:</b> 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 <b>December 31, 2024</b> per requirements of Regulation.	1
NEW	Strategy for CA owned or controlled lands and management plans	<b>New Project:</b> 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 <b>December 31, 2024</b> per requirements of Regulation.	1
NEW	Land Acquisition and Disposition Strategy	Update current policy to guide the acquisition and disposition of land to fulfill the objects of the Authority.  To be completed on or before <b>December 31, 2024</b> per requirements of Regulation.	1

# PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
<b>Watershed Stewardship</b> <i>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.</i>			
WS	Private Landowner Stewardship Program	<b>Clean Water-Healthy Land – Financial Assistance Program:</b> In partnership with some of the watershed municipalities, Ganaraska Conservation offers environmental, technical and financial assistance, tools and information to any resident, business, school or service club within its jurisdiction and within the participating municipality.	3
WS	Tree Planting Services	<b>Clean Water-Healthy Land – Tree Planting GRCA Tree Seedling Program</b> 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
WS	Fisheries Services	In partnership with Fisheries and Oceans Canada, Ganaraska Conservation staff are responsible for the <i>Sea Lamprey Monitoring Program</i> on Cobourg Creek, which captures and samples many different species, records the results and submits data. Fish surveys are also done with other partners, such as OPG and Hydro One through agreements.	3
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. Examples include the Highway of Heroes Tree Campaign tree planting partnership, Forests Ontario and the Durham Collaborative Tree Program.	3

# PROGRAMS & SERVICES INVENTORY



Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
<p><b>Other Program Areas</b>  <i>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 the 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.</i></p>			
CL	Outdoor Education	The Ganaraska Forest Centre, located in the heart of the Ganaraska Forest, is home to the <i>Outdoor Education Program</i> 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 can also take place at schools (indoors and outdoors) or through online learning.	3
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



## LANDS ACKNOWLEDGEMENT

*The Ganaraska Region Conservation Authority respectfully acknowledges 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 contributions to the area. We are thankful for the opportunity to live, learn and share with mutual respect and appreciation.*



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