



NOTICE OF MEETING

DATE: October 15, 2026

TIME: 4:00 pm

LOCATION: Hybrid Meeting

AGENDA

MEETING:

BOARD OF DIRECTORS

MEMBERS:

Randy Barber, 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 – **August 20, 2026 – attached**
4. Adoption of the Agenda

5. Business Arising from Minutes:
 - a) 2027 Municipal Levy Vote – **staff report attached**
 - b) 2027 Financial Budget – **staff report attached**
6. Delegations:

None.
7. Presentations:
 - a) Ganaraska Forest Recreational Users Committee (RUC) Annual Report - **staff report attached**
 - b) Celebrating 80 Years of Ganaraska Region Conservation Authority
8. Correspondence:

None
9. Applications under Ontario Regulation 41/24 and *Conservation Authorities Act*:

Permits approved by Executive - **schedule attached**

Permit applications requiring Board of Directors discussion:
None
10. Committee Reports:
 - a) Ganaraska Forest Recreational Users Committee Minutes, September 3, 2026 - **attached**
11. New Business:
 - a) Updated GRCA Employment Policy – **staff report attached**
 - b) Updated Asset Management Plan 2026 – **staff report attached**
 - c) Update on Consolidation of Conservation Authorities – **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

GANARASKA REGION CONSERVATION AUTHORITY

MINUTES OF THE BOARD OF DIRECTORS

August 20, 2026 (Hybrid)

GRCA 04/26

1. Welcome, Land Acknowledgement and Call to Order

The Chair called the Ganaraska Region Conservation Authority (GRCA) Board of Directors meeting to order at 4:07 p.m.

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

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

ABSENT WITH REGRETS: Randy Barber, Vice-Chair - Town of Cobourg
Miriam Mutton - Town of Cobourg
Willie Woo - Municipality of Clarington

ALSO ABSENT:

Land Acknowledgement

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

2. Disclosure of Pecuniary Interest

None.

3. Minutes of Last Meeting

GRCA 28/26

MOVED BY: Joan Stover

SECONDED BY: Tracy Richardson

THAT the Ganaraska Region Conservation Authority approve the minutes of the June 18, 2026 meeting.

CARRIED.

4. Adoption of the Agenda

GRCA 29/26

MOVED BY: Adam Pearson

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

Correspondence Items 03/26 to 09/26

GRCA 30/26

MOVED BY: Joan Stover

SECONDED BY: Margaret Zwart

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

CARRIED.

9. Applications under Ontario Regulation 41/24 and *Conservation Authorities Act*:

Permits approved by Executive:

GRCA 31/26

MOVED BY: Adam Pearson

SECONDED BY: Mark Lovshin

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) 2027 Preliminary Budget and Municipal Levy

Linda Laliberte, CAO/Secretary Treasurer presented the 2027 Preliminary Budget to the Board of Directors and provided overview of the budget process for 2026/2027. There was a question from Joan Stover with regards to bequests. It was explained that bequests as well as some donations were set up in restricted reserves.

GRCA 32/26

MOVED BY: Lance Nachoff

SECONDED BY: Margaret Zwart

THAT the Board of Directors receive the 2027 Preliminary Budget for information and

FURTHER THAT the budget be forwarded to the watershed municipalities, indicating in the cover letter, that the vote to approve the 2027 levy will be taken at the October 15, 2026 Board of Directors meeting.

CARRIED.

b) Garden Hill Dam Update

Cory Harris, Watershed Services Coordinator, provided an update on the Garden Hill Dam.

GRCA 33/26

MOVED BY: Joan Stover

SECONDED BY: Mark Lovshin

THAT the Ganaraska Region Conservation Authority receive the Garden Hill Dam Update report for information.

CARRIED.

c) Ganaraska Forest Centre Auxiliary Building Update

GRCA 34/26

MOVED BY: Adam Pearson

SECONDED BY: Tracy Richarson

THAT the Board of Directors receive the Ganaraska Forest Centre Auxiliary Building Update staff report for information, and,

FURTHER THAT the Board of Directors authorized the Chair to award the contract to the successful candidate after full review of the tenders submitted
CARRIED.

d) Update on Consolidation of Conservation Authorities

The CAO/Secretary-Treasurer presented the staff report on the recent update.

GRCA 35/26

MOVED BY: Lance Nachoff

SECONDED BY: Margaret Zwart

THAT the Board of Directors receive the staff report for information.
CARRIED.

12. Other Business

None.

13. Public Question Period

None.

14. In Camera

None.

15. Adjourn

GRCA 36/26

MOVED BY: Adam Pearson

THAT the meeting adjourned at 4:30 p.m.
CARRIED.

CHAIR


CAO/SECRETARY-TREASURER

Staff Report – October 15, 2026

To: Chair and Members of the Board of Directors

Re: 2027 Municipal Levy Vote

The proposed 2027 preliminary budget and levy were forwarded to all municipalities on August 21, 2026. The package included a letter, which indicated that the decision on the 2027 levy would be made at the October 15, 2026 board meeting. The budget criteria approved at the June meeting included an increase to the base levy of 3.0% to \$17,986.07 and the overall levy was increased by 3.0%. An allowance was also built in for a 3.0% increase in the salary grid to be effective January 1, 2027. All increases in levies are adjusted by the increase or decrease in the apportionments provided by the Ministry which will result in further increases or decreased to the municipalities. These amounts were outlined in August 21, 2026 letters to the municipalities.

At the October 15, 2026 Board of Directors' meeting, the members will be asked to vote on the 2027 levy in the amount of \$1,398,532.09. This will be a recorded vote and done by weighted average. Where there are two representatives from a municipality, the weight assigned to that municipality is distributed to each representative equally and is not redistributed should a representative not be in attendance at the meeting. Please note the weights assigned to each municipality are as listed below. The apportionment percentages are set by the Ministry of Municipal Affairs as part of the current value assessment.

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

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

Therefore, the appointment for the Municipality of Clarington will be capped at 50% and the remaining 1.94% is redistributed among the other six municipalities by the appointment assigned.

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

	CVA Apportionment	Voting Apportionment
Municipality of Clarington	51.94%	50.0000% (25.0% each)
Town of Cobourg	20.47%	21.30% (10.65% each)
Municipality of Port Hope	16.01%	16.66% (8.33% each)
Township of Alnwick/Haldimand	0.94%	0.98%
Township of Hamilton	10.35%	10.76%
Township of Cavan Monaghan	0.20%	0.21%
City of Kawartha Lakes	0.09%	0.09%

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

RECOMMENDATION:

THAT the GRCA Board of Directors approve the 2027 Municipal Levy Vote staff report that includes the 2027 levy in the amount of \$1,398,532.09 and a 3.0% increase in the salary grid effective January 1, 2027.

Prepared by:



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

STAFF REPORT – October 15, 2026

TO: Chair and Members of the Board of Directors

Re: 2027 Financial Budget

Attached is the Ganaraska Region Conservation Authority (GRCA) 2027 Financial Budget.

Due to upcoming consolidation, it is a requirement that the 2027 budget be approved prior to December 31, 2026. Given this, the vote is during the same meeting as the final budget. As well, the timber tenders were moved forward from April of next year to the end of September this year. With regards to sources of revenues, the municipal levy, in the amount of \$1,398,532.09, is included on the agenda for this meeting, October 15, 2026 as previously mentioned. It is anticipated that Provincial Section 39 funding will remain at \$51,863.00. Other revenue also includes the program administration charge applied to capital projects which represents approximately 11% of the total which accounts for overhead covering administration costs and is reported in corporate services.

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 on Tuesday, October 13, 2026 or Wednesday, October 14, 2026.

RECOMMENDATION:

THAT the Board of Directors approve the 2027 Financial Budget.

Prepared by:



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

Celebrating 80 Years of Conservation **1946–2026**



GANARASKA REGION CONSERVATION AUTHORITY
2027 FINANCIAL BUDGET



Clean Water, Healthy Land For Healthy Communities

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Cover Photo: Barry Ochteau, *Juvenile bald eagle*

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 76,399.

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

2026/2027 Board of Directors

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

Municipality of Port Hope – Vicki Mink*

Town of Cobourg – Randy Barber**

Municipality of Clarington – Willie Woo

Town of Cobourg – Miriam Mutton

Township of Alnwick/Haldimand – Joan Stover

Township of Hamilton – Mark Lovshin

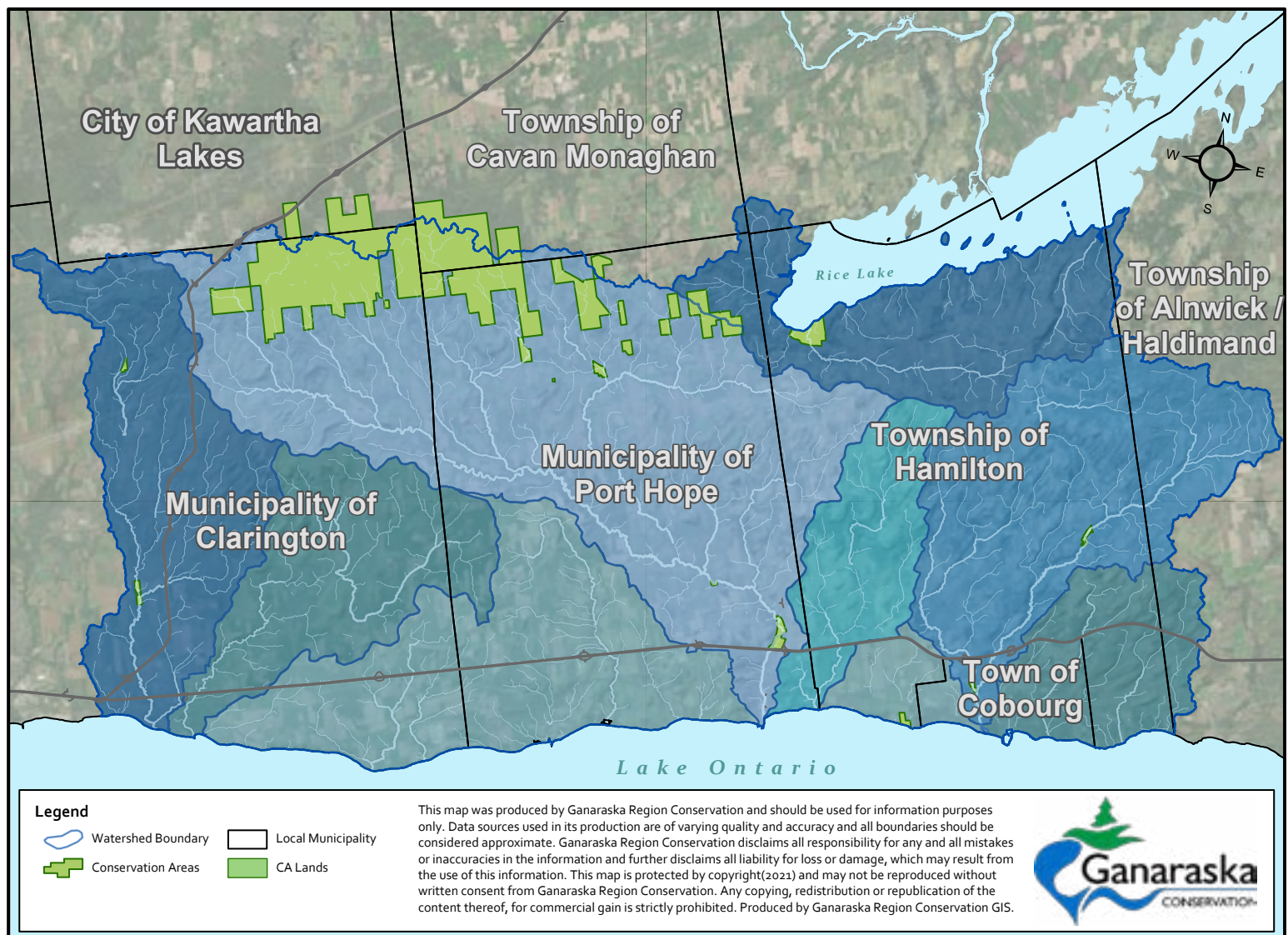
Township of Cavan Monaghan – Lance Nachoff

Municipality of Port Hope – Adam Pearson

Municipality of Clarington – Margaret Zwart

City of Kawartha Lakes – Tracy Richardson

*Denotes Chair **Denotes Vice Chair



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.

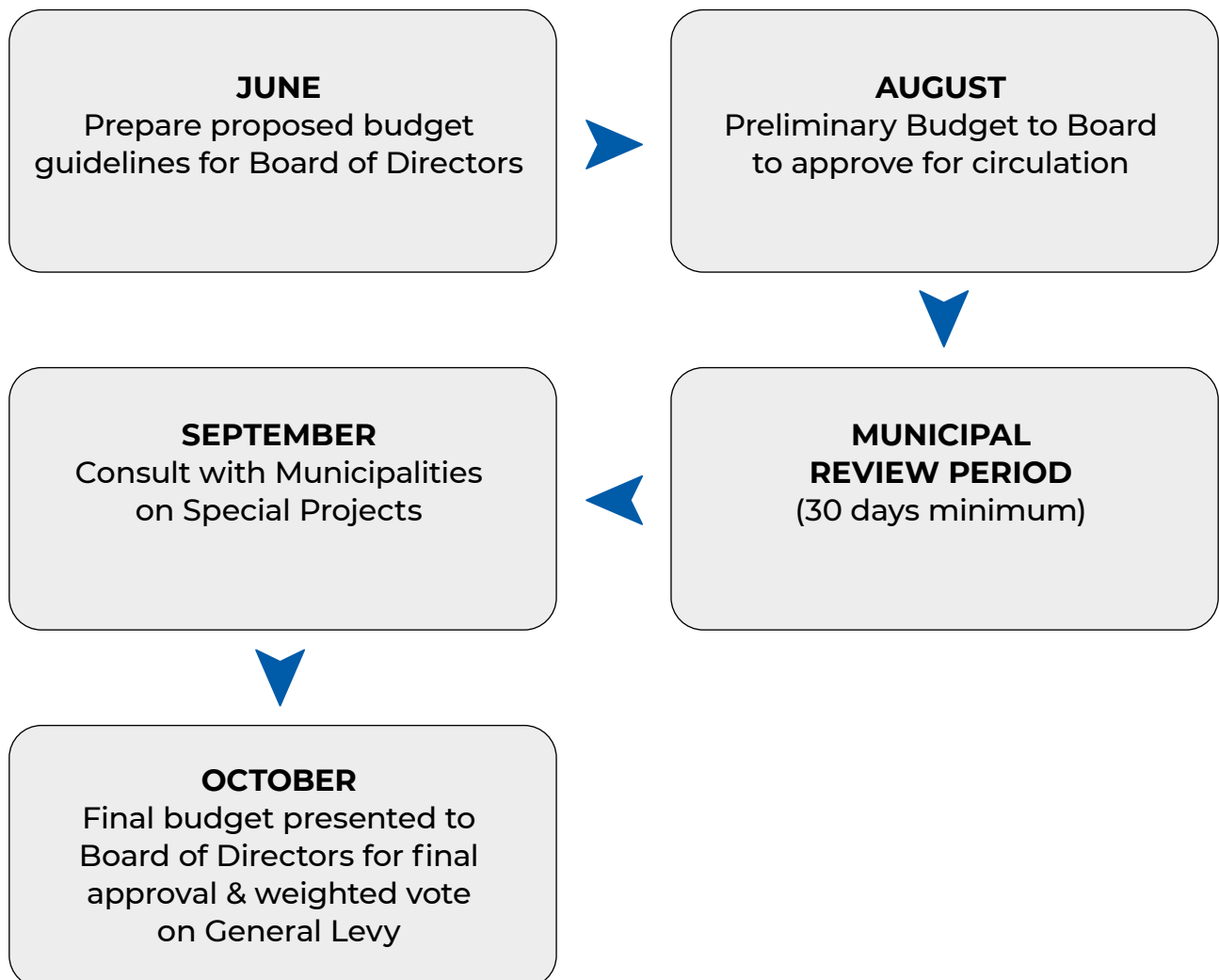
Our Shared Values

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

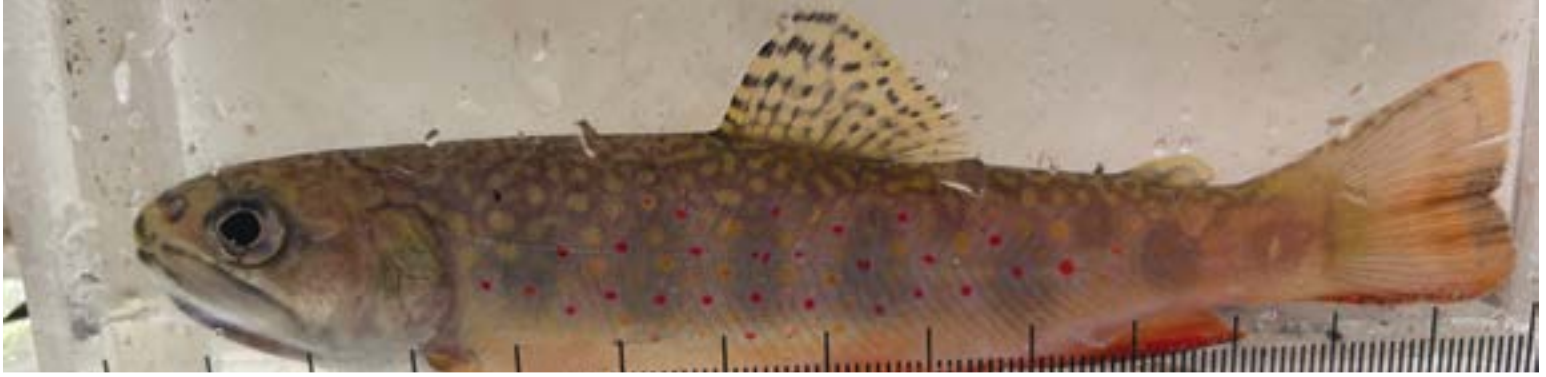
GRCA 2026/2027 Committees

Ganaraska Forest Recreational Users Committee
Bob Gallagher (2026 Chair), Matthew Robbins, Jim Pearson,
Matt Mair, Lisa Thompson, Shawn Marshall, Peter Innes,
Rick Trumper, Alex Schmidt, Carolyn Richards, Peter Wood,
Paul Kravis, Steve Brownell, Maureen MacDonald,
Lance Nachoff (*Board Representation*)

THE BUDGET PROCESS



2027 FINANCIAL 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.

The budget columns report on the dollar amounts for the previous budget figure and the proposed Financial Budget figure for the current year. As with previous budgets, the budget figures may have been adjusted throughout the year 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.

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.

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.

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).

3. Other programs and services

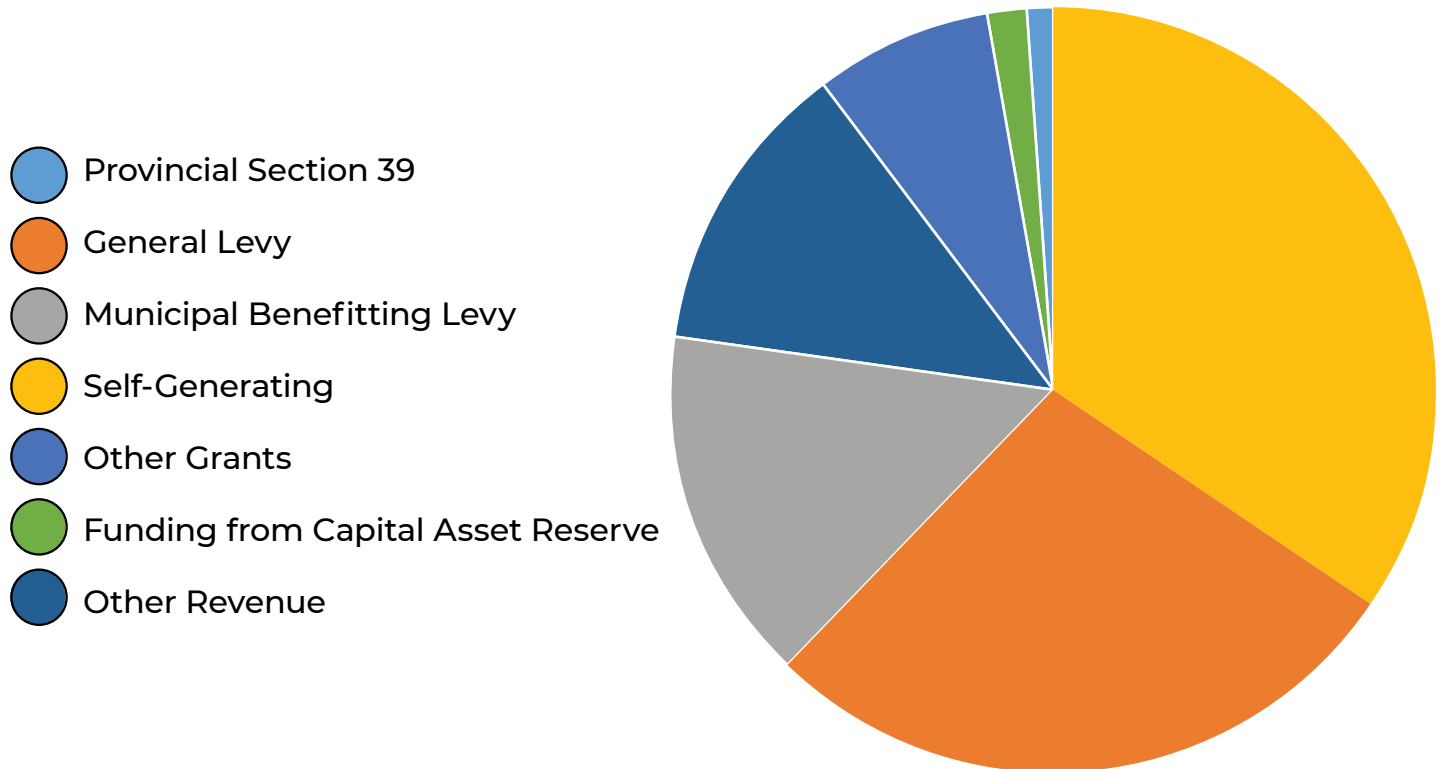
Programs and services an Authority determines are advisable (use of municipal levy requires an MOU/agreement with participating municipalities).

2027 FINANCIAL BUDGET SUMMARY

Ganaraska Conservation's proposed operating budget for 2027 is \$5,073,694. The following pages provide some explanation on the revenues and expenditures, a budget breakdown, as well as a breakdown of the levy for each watershed municipality.

2027 REVENUES

- Provincial Section 39 funding of \$51,863.
- The General Levy proposed increase is 3.0% and includes a minimum levy of \$17,985 for a total General Levy of \$1,398,532.
- Municipal Benefitting Levy totals \$768,499.
- Self-Generating Revenue totals \$1,759,670.
- Other Grants of \$387,300.
- Funding from Capital Asset Reserve of \$76,700.
- Other Revenue totals \$631,130.
- Total Revenue \$5,073,694.



2027 FINANCIAL 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 and it is expected the 2027 funding will remain 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 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 include user fees for planning services and are set to recover but not exceed the costs associated with administering and delivering there services on a program basis can include site inspections and legal inquiries.

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

Other Grants

Other grants include employment programs.

Funding from Capital Asset Reserve

Funding is set aside each year, \$246,358 in 2027, 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 as well as deferred funding.

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

2027 FINANCIAL BUDGET SUMMARY

EXPENDITURES



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 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. Includes partnership projects funded by the Flood Hazard Identification and Mapping Program (FHIMP).

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: 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*, 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	2026 Budget	2027 Budget
Section 39 Provincial Funding	51,863	51,863
General Levy	202,308	207,889
Municipal Benefitting Levy	779,316	689,779
Self-Generating Revenue	60,000	55,000
Other Grants	677,800	368,800
Funding From Capital Asset Reserve	0	0
Other Revenue	377,362	214,449
Totals	2,148,649	1,587,780

WATERSHED MANAGEMENT & HEALTH MONITORING

Expenditures

FLOOD PROTECTION SERVICES		
Category 1 - Mandatory Services	2026 Budget	2027 Budget
Flood Forecasting & Warning		
Staffing	112,821	118,030
Expenses	32,400	28,700
Capital Asset Replacement	14,221	18,424
TOTAL	159,442	165,154
Flood Control Structures		
Staffing	13,500	13,500
Expenses	14,200	14,200
Capital Asset Replacement	3,932	1,500
TOTAL	31,632	29,200
Erosion Control Structures		
Staffing	1,000	1,000
Expenses	0	0
TOTAL	1,000	1,000
Floodplain Regulations		
Staffing	99,050	96,850
Expenses	3,340	2,840
Capital Asset Replacement	1,648	1,395
TOTAL	104,038	101,085
Dam Safety		
Capital Asset Replacement	7,934	8,188
TOTAL	7,934	8,188
Natural Hazard Mapping:		
<i>Clarington Floodline Update</i>		20,006
Staffing	21,010	2,000
Expenses	2,000	22,006
TOTAL	23,010	

WATERSHED MANAGEMENT & HEALTH MONITORING



Expenditures

Category 2 - Municipal Services	2026 Budget	2027 Budget
Graham Creek Jetties		
Staffing	7,000	
Expenses	500	
TOTAL	7,500	
Cobourg Floodplain Mapping (FHIMP)		
Staffing	84,650	80,050
Expenses	75,150	48,224
TOTAL	159,800	128,274
Hamilton Township Floodplain Mapping (FHIMP)		
Staffing	112,150	60,195
Expenses	61,050	34,655
TOTAL	173,200	94,850
Port Hope Floodplain Mapping (FHIMP)		
Staffing	194,768	131,000
Expenses	105,930	61,416
TOTAL	300,698	192,416
Bears & Riverview Creeks Floodplain Mapping		
Staffing	27,165	5,575
Expenses	10,000	0
TOTAL	37,165	5,575
Garden Hill WECI*		
Staffing	10,500	0
Expenses	189,500	50,000
TOTAL	200,000	50,000
Cameco PMP Project*		
Staffing	22,400	
Expenses	2,600	
TOTAL	25,000	
Port Hope to Cobourg Wetlands Project		
Staffing		22,277
Expenses		3,600
TOTAL		25,877

WATERSHED MANAGEMENT & HEALTH MONITORING

Expenditures

GIS SERVICES & REMOTE SENSING Category 2 - Municipal Services	2026 Budget	2027 Budget
Storm Sewer Asset Management		
Staffing	4,500	4,500
Expenses	0	0
Capital Asset Replacement	0	0
TOTAL	4,500	4,500
GIS SERVICES : Other CA's & Partners		
Staffing	28,000	59,600
Expenses	6,000	11,400
TOTAL	34,000	71,000
Peterborough DEM		
Staffing		
Expenses	7,000	
TOTAL	7,000	
Port Hope Centre Pier		
Staffing	2,000	
TOTAL	2,000	
GeoAI Land Cover		
Staffing	191,660	203,660
Expenses	277,340	106,340
TOTAL	469,000	310,000
Northbay Mattawa CA GIS Support		
Staffing	15,700	
Expenses	9,500	
TOTAL	25,200	
RESOURCE INVENTORY & ENVIRONMENTAL MONITORING Category 1 - Mandatory Services	2026 Budget	2027 Budget
Groundwater		
Staffing	65,541	60,485
Expenses	14,800	17,265
Capital Asset Replacement	759	750
TOTAL	81,100	78,500
Water Quality Sampling (PWQMN)		
Staffing	6,050	6,050
Expenses	50	50
TOTAL	6,100	6,100

WATERSHED MANAGEMENT & HEALTH MONITORING



Expenditures

RESOURCE INVENTORY & ENVIRONMENTAL MONITORING		
Category 1 - Mandatory Services	2026 Budget	2027 Budget
Low Water Response		
Staffing	4,025	4,025
Expenses	0	0
TOTAL	4,025	4,025
RESOURCE INVENTORY & ENVIRONMENTAL MONITORING		
Category 2 - Municipal Services	2026 Budget	2027 Budget
Watershed Monitoring		
Staffing	53,648	53,440
Expenses	24,690	27,920
Capital Asset Replacement	16,112	15,015
TOTAL	94,450	96,375
Natural Heritage Mapping		
Staffing	39,500	43,558
Expenses	3,758	3,000
TOTAL	43,258	46,558
SOURCE PROTECTION PLANNING		
Category 1 - Mandatory Services	2026 Budget	2027 Budget
Source Protection Planning - TCC		
Staffing	76,975	76,975
Expenses	11,122	11,122
TOTAL	88,097	88,097

WATERSHED MANAGEMENT & HEALTH MONITORING



Expenditures

WATERSHED PLANS & STRATEGIES

Category 2 - Municipal Services - Risks of Natural Hazards

	2026 Budget	2027 Budget
Climate Change Strategy		
Staffing	42,200	35,200
Expenses	4,800	4,800
TOTAL	47,000	40,000
Watershed Report Card Update		
Staffing	17,300	17,300
Expenses	1,700	1,700
TOTAL	19,000	19,000
TOTAL WATER MANAGEMENT & HEALTH MONITORING	2,155,149	1,587,780

**Not included in previous 2026 budget*

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	2026 Budget	2027 Budget
Section 39 Provincial Funding	0	0
General Levy	96,736	96,220
Municipal Benefitting Levy	46,784	47,720
Self-Generating Revenue	126,000	130,000
Other Grants	0	0
Funding From Capital Asset Reserve	0	0
Other Revenue	6,000	6,000
Totals	275,520	279,940

Expenditures

ENVIRONMENTAL ADVISORY SERVICES		
Category 1 - Mandatory Services	2026 Budget	2027 Budget
Municipal/Public Plan Input & Review		
Staffing	92,350	92,160
Expenses	2,136	2,500
Capital Asset Replacement	2,250	1,560
TOTAL	96,736	96,220
Development Plan Review		
Staffing	102,250	106,540
Expenses	21,500	21,900
Capital Asset Replacement	2,250	1,560
TOTAL	126,000	130,000
Category 2 - Municipal Services	2026 Budget	2027 Budget
Watershed Ecology		
Staffing	45,000	45,500
Expenses	7,559	7,340
Capital Asset Replacement	225	880
TOTAL	52,784	53,720
TOTAL ENVIRONMENTAL ADVISORY SERVICES	275,520	279,940

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 for Durham Region landowners, within the region, as well as being offered by the Municipality of Port Hope and the Township of Hamilton for landowners within the municipalities and in partnership with the Conservation Authority.

Partner Projects include the partnership with *Ontario Power Generation (OPG)*.

WATERSHED STEWARDSHIP



Revenues

Revenue Sources	2026 Budget	2027 Budget
Section 39 Provincial Funding	0	0
General Levy	0	0
Municipal Benefitting Levy	33,500	31,000
Self-Generating Revenue	62,500	62,500
Other Grants	8,500	8,500
Funding From Capital Asset Reserve	0	0
Other Revenue	218,475	218,475
Totals	322,975	320,475

Expenditures

LAND STEWARDSHIP Category 2 - Municipal Services	2026 Budget	2027 Budget
Durham Collaborative Tree Program		
Staffing	21,000	23,000
Expenses	21,000	19,000
TOTAL	42,000	42,000
Partner Projects		
OPG Projects	17,760	17,760
GGH CAC	2,500	0
TOTAL	20,260	17,760

WATERSHED STEWARDSHIP



Expenditures

CLEAN WATER - HEALTHY LAND	2026 Budget	2027 Budget
Financial Assistance Program		
Expenses	15,000	16,000
Landowner Program Projects	115,415	114,415
TOTAL	130,415	130,415
Category 3 - Non-Mandatory Services	2026 Budget	2027 Budget
Tree Plant		
Staffing	25,000	25,000
Expenses	62,915	63,060
Capital Asset Replacement	585	440
<i>Subtotal</i>	<i>88,500</i>	<i>88,500</i>
TOTAL	218,915	218,915
Fisheries Review		
Staffing	14,339	14,320
Expenses	26,972	27,040
Capital Asset Replacement	489	440
TOTAL	41,800	41,800
TOTAL WATERSHED STEWARDSHIP	322,975	320,475

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.

Such programming offered includes: 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.

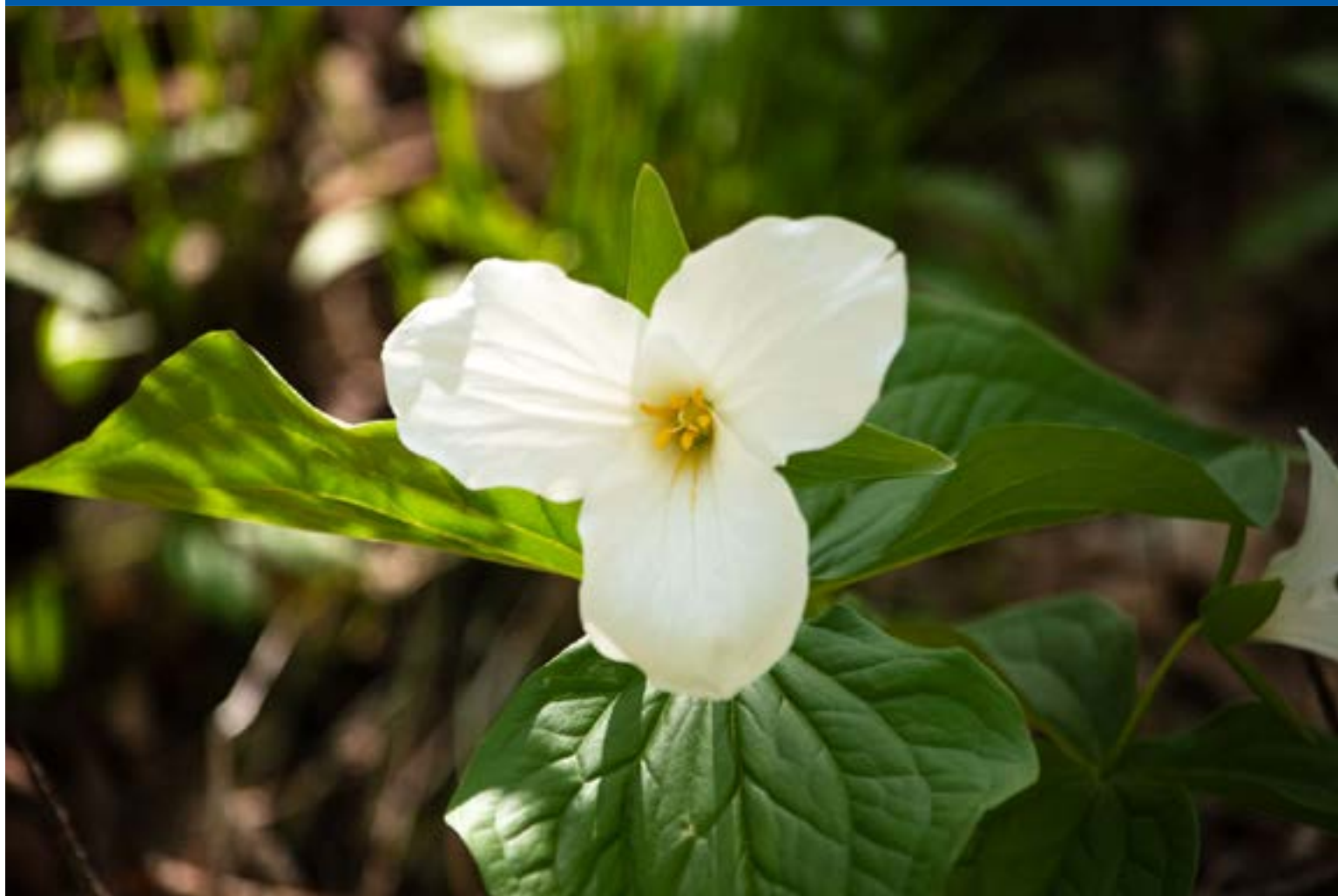
Programmed Recreation – The direct costs associated with delivering active programming on Conservation Authority lands. This includes the Ganaraska Forest Centre and the Ganaraska Forest.

Ganaraska Forest – Category 1 & 3: On April 1st, 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 2027, the revenue from timber contracts are estimated at \$629,370.

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.

The partnership with Treetop Trekking continues and revenues are estimated at \$24,000.

CONSERVATION LAND MANAGEMENT



Revenues

Revenue Sources	2026 Budget	2027 Budget
Section 39 Provincial Funding	0	0
General Levy	549,168	562,325
Municipal Benefitting Levy	0	0
Self-Generating Revenue	1,144,000	1,512,170
Other Grants	10,000	10,000
Funding From Capital Asset Reserve	35,000	72,300
Other Revenue	133,712	87,206
Totals	1,871,880	2,244,001

CONSERVATION LAND MANAGEMENT



Expenditures

PASSIVE RECREATION		
Category 1 - Mandatory Services	2026 Budget	2027 Budget
Staffing	205,670	211,195
Expenses	71,531	66,000
Capital Asset Replacement	31,592	89,962
TOTAL	308,593	367,157
PROGRAMMED RECREATION: GANARASKA FOREST & TRAIL HEAD CENTRE		
Category 1 - Mandatory Services (Forest Recreation)		
Category 3 - Non-Mandatory Services (Timber Management)	2026 Budget	2027 Budget
Staffing	564,760	591,530
Expenses	308,900	578,500
Capital Asset Replacement	51,715	41,008
TOTAL	925,375	1,211,038
GANARASKA FOREST CENTRE		
Category 3 - Non-Mandatory Services	2026 Budget	2027 Budget
Staffing	419,085	412,850
Expenses	173,040	173,349
Capital Asset Replacement	45,587	79,607
TOTAL	637,712	665,806
TOTAL PROGRAMMED RECREATION	1,563,087	1,876,844
TOTAL CONSERVATION LAND MGMT	1,871,680	2,244,001

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 supporting services under **Category 1**. Capital Asset Replacement costs are also classified as supporting services and charged throughout the Category 1 programs and 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.

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.

Special Project in 2026/27 – GFC Auxiliary Building will be constructed to replace the space lost with the demolition of the quonset building in December 2024. Project completion is anticipated by early 2027.

CORPORATE SERVICES

Revenues

Revenue Sources	2026 Budget	2027 Budget
Section 39 Provincial Funding	0	0
General Levy	509,586	532,098
Municipal Benefitting Levy	0	0
Self-Generating Revenue	0	0
Other Grants	0	0
Funding From Capital Asset Reserve	0	4,400
Other Revenue	212,930	105,000
Totals	722,516	641,498

Expenditures

Category 1 - Mandatory Services - Enabling Services	2026 Budget	2027 Budget
CORPORATE/FINANCE MANAGEMENT		
Staffing	301,770	302,653
Expenses	75,613	69,637
TOTAL	377,383	372,290
OFFICE SERVICES		
Staffing	26,000	23,000
Expenses	198,466	117,650
Capital Asset Replacement	49,567	63,258
TOTAL	274,033	203,908
CORPORATE COMMUNICATIONS		
Staffing	60,600	56,000
Expenses	10,050	8,550
Capital Asset Replacement	450	750
TOTAL	71,100	65,300
TOTAL CORPORATE SERVICES	722,516	641,498
TOTAL OPERATING BUDGET	5,347,840	5,073,694

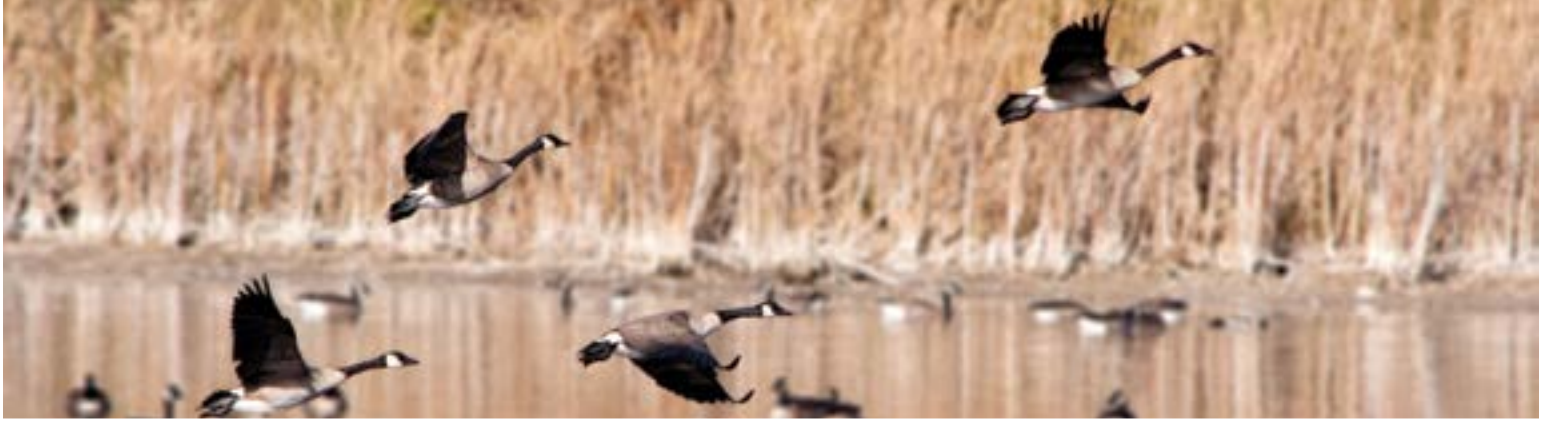
PROJECT OUTSIDE OPERATING BUDGET – GFC Auxiliary Building

REVENUE:

Other Revenue	2,100,000	200,000
TOTAL	2,100,000	200,000

Building Costs & Expenses	2,100,000	200,000
TOTAL	2,100,000	200,000

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.

Previously established in 1992, this reserve is allocated to major maintenance and replacement of 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. In 2024, a bequeath of \$320,625 was received for the purchase of lands. Additional funds of \$40,375 were received in 2026.

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 2027 PROPOSED GENERAL LEVY



Municipal Partner	2026 Levy	2027 Levy
Municipality of Clarington	698,636.95	719,625.04
Town of Cobourg	276,364.10	285,167.21
Municipality of Port Hope	217,984.43	223,594.86
Township of Alnwick/Haldimand	15,052.21	15,546.57
Township of Hamilton	140,962.03	145,455.95
Township of Cavan Monaghan	5,151.15	5,330.53
City of Kawartha Lakes	3,647.29	3,811.93

PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
Support Services <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

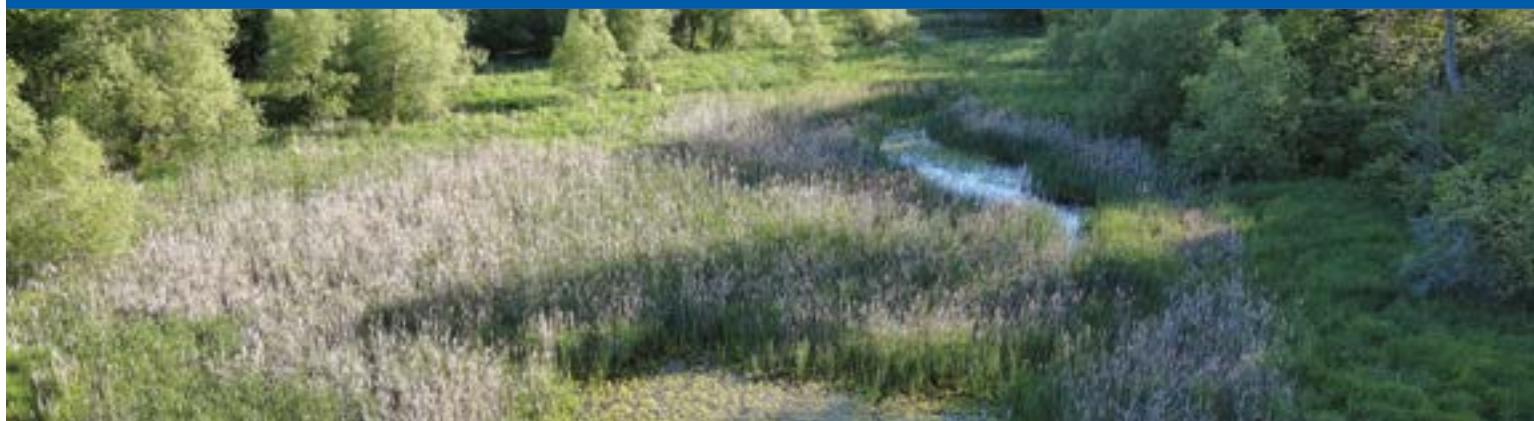
PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
Natural Hazard Management Program <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>			
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)
Natural Hazard Management Program			
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 (WECl) 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)
Provincial Water Quality & Quantity Monitoring <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>			
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
Local Water Quality Monitoring <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>			
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)
Drinking Water Source Protection <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>			
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
Core Watershed-based Resource Management Strategy <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>			
NEW	Watershed-Based Resource Management Strategy Development	New Project: Collate/compile existing resource management plans, watershed plans, studies and data. Strategy development, implementation and annual reporting. This project builds on previous <i>Watershed Management Strategies</i> . To be completed on or before December 31, 2024 , per requirements of Regulation.	1
Sub-watershed Plans and Projects <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>			
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)
Conservation Authority Lands and Conservation Areas <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>			
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 adhered to by the users.	1
CL	Ganaraska Forest	Category 1 - Ganaraska Conservation owns and maintains the 11,000 acre Ganaraska Forest. The forest has 100's of kilometers of multi-use trails that require maintenance year round. This Includes recreation, forest management, risk management program, hazard tree management, gates, fencing, signage, communications, pedestrian bridges, trails, parking lots, picnic shelters, road, restoration, ecological monitoring, carrying costs such as taxes and insurance. The <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." Category 3 – 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.	1, 3

PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
Conservation Authority Lands and Conservation Areas			
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	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
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
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 December 31, 2024 per requirements of Regulation.	1

PROGRAMS & SERVICES INVENTORY

Program Area	Program/Service & Sub-services	Description	Category (1,2,3)
Watershed Stewardship <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	Clean Water-Healthy Land – Financial Assistance Program: In partnership with some of the watershed municipalities, Ganaraska Conservation offers environmental, technical and financial assistance, tools and information to any resident, business, school or service club within its jurisdiction and within the participating municipality.	3
WS	Tree Planting Services	Clean Water-Healthy Land – Tree Planting <i>GRCA Tree Seedling Program</i> 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)
Other Program Areas <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>			
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.



GANARASKA REGION CONSERVATION AUTHORITY

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Port Hope, ON L1A 3V8

Phone: 905.885.8173
Fax: 905.885.9824

GANARASKA FOREST CENTRE

10585 Cold Springs Camp Rd.,
Campbellcroft, ON L0A 1B0

Fax: 905.797.2545

INFO@GRCA.ON.CA | GRCA.ON.CA

STAFF REPORT – October 15, 2026

TO: Chair and Members of the Board of Directors

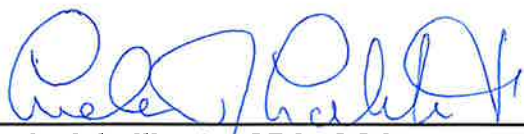
RE: Ganaraska Forest Recreation Users Committee (RUC) Annual Report

As part of the Terms of Reference of the Ganaraska Forest Recreational Users Committee (RUC) under the heading Reporting Function, it is stated that the RUC Chair or designate, other than staff, shall report to the Ganaraska Region Conservation Authority (GRCA) Board on its activities, over the previous year, by the end of the year. Bob Gallagher, Chair of the RUC, is unable to attend the meeting however, he has provided the attached report to Board of Directors.

RECOMMENDATION:

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

Recommended by:



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

Ganaraska Forest Recreational Users Committee

Report from the Chair

Prepared by Bob Gallagher

7 October 2026

INTRODUCTION

Once again, it has been a pleasure chairing the meetings. I have continued to enjoy and grow on the job: getting to know the members, learning the committee process and watching the committee and staff come together to improve and support the public's recreational uses of the forest. I continue to be impressed with the seriousness with which the members have taken their responsibilities, and appreciate the staff support provided by Pam and Ed.

PARTICIPATION

Given the need for early reporting, only three of our four planned meeting dates this year have arrived at this point (April, June & September). Our fourth meeting takes place in November.

Unfortunately, our April meeting was not able to take place due to lack of quorum. Less than 50% of the members were present thirty minutes after the planned start time. Therefore, it was cancelled. Hence, we have had only two meetings of the User Committee this year.

The two meetings that did take place were well attended.

The membership has remained relatively consistent over the year, with only a couple changes of members this year. This has both benefits and downsides. There is a good institutional memory on the committee that gives decision-making a good perspective. On the other hand, there tends to be an over reliance and acceptance of the status quo ways rather than innovative new ideas.

Since the beginning of my time as Chair, I don't believe we have ever had a 'Deputation' or a 'Presentation'. In fact, there has been virtually no community or general public input beyond the members. I consider this an area that could be valuable if prioritized. NB: see my comments in the two previous annual Board Reports.

CHAIRING GOALS

The things I have tried to encourage by my role as chair have been: establishing a welcoming environment, increasing participation during the meetings, increasing the issues that get discussed, and setting a tone that encourages members to bring their issues and ideas into the committee meetings.

ISSUES AND CONCERNS

FOREST USE BY MEMBERS: In the June meeting, the Recreational User Committee's Terms of Reference (TOR) which had recently been approved by the Board, came before the committee. In

that discussion, TOR's mention that User Committee members are required to be forest members came up. No one objected to being a member. However, several members thought such a mandatory requirement was odd – given that there is a requirement that membership groups adhere to the criteria that member group must be the PROVINCIAL body representing that interest – some of those bodies are not centered or housed near the forest.

TRAIL MAINTENANCE: Regarding the most recurring set of issues, namely **trail maintenance**, I want to expressing the committee's appreciation (as I did last year) to staff for taking the initiative of producing and planning a signage roll-out starting on the colour loops and extending throughout the forest.

I believe maintenance and openness of the trails remains the most recurring area of concern for user groups. Single track trail development seems to be of particular interest. As I mentioned in last year's report, I think making systemic progress on this issue will take work outside the four-meetings-a-year format of the Recreational Users Committee.

VOLUNTEERS: The staff effort of recruiting volunteers was reported at the June meeting and the follow-up report (no volunteers recruited) was discussed at the September meeting. There was frustration expressed, and a sense that the criteria may be too restrictive or more appropriately filled by a consultant. Further ideas for solicitation of volunteers was discussed.

I want to thank the Board for the opportunity to chair this committee. With all its frustrations, it remains a pleasure.

Sincerely,
Bob Gallagher
Recreational Users Committee, Chair

Email: bob@bobgallagher.ca
Phone: 416-434-2221

Conservation Authorities Act - Ontario Regulation 41/24

Permits approved by Executive:

Date: October 15, 2026

Permit No.	Date	Address	Municipality/ Township/Town	Description of Works
2437-09/26	Sept 15/26	Regional Road 9 and Regional Road 18, Newtonville Pt.Lts.9,10,11, Concs.6&7	Clarington	Development activity and Alteration to a watercourse for the purpose of road drainage improvements.
2609-08/26	Aug 17/26	5424 Rice Lake Scenic Drive and Road Allowance to the west Pt.Lt.12, Conc.9	Hamilton	Excavation and grading works to redefine an existing drainage swale.
2612-08/26	Aug 17/26	49 Skye Valley Drive Cobourg Pt.Lt.13, Conc.2	Hamilton	Installation of a swimming pool.
2613-08/26	Aug 12/26	5487 Front Street (U #11) Harwood Pt.Lts 3 & 4, Conc.9	Hamilton	Reconstruction of an existing double occupancy, 3 season cottage, maintaining the same size and same number of units as existing.
2614-08/26	Aug 18/26	Taunton Road (from Best Road to CoOp Road), Orono Pt.Lts.27 & 28, Conc.5	Clarington	Installation of new fibre optic conduit beneath a watercourse.
2615-08/26	Aug 27/26	3148 Williamson Road Pt.Lt 25, Conc.3	Hamilton	Installation of culverts and construction of a driveway to access property.
2616-08/26	Aug 19/26	519 Lakeshore Road Cobourg	Cobourg	Construction of a new single family dwelling.
2617-08/26	Aug 21/26	Foster Creek West Subdivision – Phase 3 (Belmont Drive & Salmon Crescent, Newcastle) Pt.Lts.31 & 32, Conc.2	Clarington	Installation of services and associated site grading, for residential development.
2618-09/26	Sept10/26	5466 Rice Lake Scenic Drive, Gores Landing Pt.Lt.12, Conc.9	Hamilton	Construction of a non- habitable boathouse.
2619-09/26	Sept4/26	4398 Concession Road 1, Newcastle Pt.Lt.11, Conc.1	Clarington	Construction of an Additional Dwelling Unit and septic system.
2620-09/26	Sept10/26	41, 42, 43, 47 King Street West, Cobourg	Cobourg	Interior renovations to construct additional residential units.
2621-09/26	Sept15/26	89 Mill Street North, Port Hope Pt.LT.5, Conc.1	Port Hope	Construction of a 2 nd storey addition (14' x 22").
2622-10/26	Oct.1/26	9340 Burrison Road, Gores Landing Pt.Lt.7, Conc.9	Hamilton	Construction of a replacement cottage and new septic system.

Conservation Authorities Act - Ontario Regulation 41/24

Permits approved by Executive:

Date: October 15, 2026

Permit No.	Date	Address	Municipality/ Township/Town	Description of Works
2623-10/26	Oct.1/26	8196 Gilmour Road, Port Hope Pt.Lt.11, Conc.8	Port Hope	Construction of an Additional Dwelling Unit, a new septic system and driveway.
2625-10/26	Oct.2/26	1467 Ontario Street, Cobourg Pt.Lt.19, Conc.2	Hamilton	Installation of a natural gas service.

MINUTES OF THE GANARASKA FOREST RECREATIONAL USERS COMMITTEE

September 3, 2026

RUC 3/26

1. Welcome, Land Acknowledgement and Call to Order

The Chair welcomed all present. The Chair called the Ganaraska Forest Recreational Users Committee (RUC) meeting to order at 7:04 pm.

MEMBER PRESENT: Bob Gallagher, Chair
Matthew Robbins, Ontario Federation of Anglers and Hunters
Matt Mair, Ontario Nature
Rick Trumper, Ontario Federation of Snowmobile Club
Shawn Marshall, Cross Country Ontario
Peter Innes, Orienteering Ontario
Carolyn Richards, Ontario Federation of ATV Clubs
Peter Wood, Ontario Federation of 4WD Recreationists
Maureen McDonald, Township of Cavan Monaghan
Jim Pearson, Ontario Trail Riders Association

ALSO PRESENT: Ed Van Osch, GRCA Forest Recreation Technician

ABSENT WITH REGRETS: Lisa Thompson, Ontario Federation of Trail Riders
Paul Kravis, Municipality of Clarington

ALSO ABSENT: Alex Schmidt, Ontario Cycling
Steve Brownell, Municipality of Port Hope
Lance Nachoff, GRCA Board of Directors
Hike Ontario (position unfilled)
City of Kawartha Lakes (position unfilled)

2. Disclosure of Pecuniary Interest

None.

3. Minutes of the Last Meeting

RUC 8/26

MOVED BY: Carolyn Richards
SECONDED BY: Maureen McDonald

THAT the Ganaraska Forest Recreational Users Committee approve the minutes of the June 4, 2026 meeting and receive the minutes of the June 4, 2026 meeting for information.
CARRIED.

4. Adoption of Agenda

RUC 9/26

MOVED BY: Peter Innes

SECONDED BY: Matt Mair

THAT the agenda be adopted.

CARRIED.

5. Delegations

None

6. Presentations

None

7. Business Arising from the Minutes

None

8. Correspondence

None

9. New Business

a) Single-Track Trail Development, Phase 3 Update

Jim Pearson proposed that Staff meet with interested RUC members to plan single track development and compose a framework for volunteer work efforts.

Ed Van Osch, explained that phase 3 of the single-track development project involves marking and plotting the physical trail. Construction of the single-track trail will not take place during phase 3.

Maureen McDonald stated that the Ganaraska Region Conservation Authority (GRCA) single-track development volunteer job ad seemed more suited to a consultant position and expressed that people do not want to volunteer on multiple Sundays during the summer months. Maureen stated that GRCA should pursue funding to hire consultants to assist with phase 3 and suggested that funding could focus on mitigating the effects of climate change and the effects of extreme weather patterns on trail structures within the Ganaraska Forest. It would be challenging to find a volunteer(s) with all these skill sets. Additionally, Maureen stated that it would be a good idea for GRCA to attempt to draw more volunteer attention for this project in the fall and spring months.

Matt Robbins sought clarification if GRCA required phase 3 volunteers all summer long. Ed Van Osch informed the RUC that GRCA advertised for volunteers with specific trail development knowledge and experience and that the position was required on Sundays during August 2026.

Jim Pearson requested that GRCA share the single-track modeling route maps with the RUC. Additionally, Jim would like GRCA Staff to meet with him and other RUC members to discuss how to push the single-track development forward during fall of 2026. Ed Van Osch stated that the area identified by GRCA modeling software will be temporarily closed for logging during fall of 2026. Jim stated that he doesn't want this construction to be delayed and wants to see construction start in spring 2027.

With support from the Chair, a friendly amendment was made and Jim Pearson's suggestion for staff to meet with interested RUC members was added to the original motion.

Maureen McDonald asked if logging efforts will impact the single-track planned areas. Ed Van Osch stated that logging will directly impact the single-track planned areas and phase 3 will not occur until the area is reopened after logging.

RUC 10/26

MOTION: Jim Pearson
SECONDED BY: Rick Trumper

THAT the Ganaraska Forest Recreational Users Committee inform their respective user groups about volunteer opportunities found on [Ganaraska Conservation - Volunteering](#).

FURTHER THAT the Ganaraska Forest Recreational Users Committee receives the Single Track Trail Development, Phase 3 Update staff report for information.

FURTHER THAT RUC recommends to the Board of Directors that Staff meet with RUC members in September/October to consider the plan for the single-track trails and volunteer recruitment to allow for construction to start in Spring 2027.

CARRIED

b) Central Forest Orange and Green Trail Infrastructure Improvements

Ed Van Osch explained that these trail improvements addressed technically challenging trail infrastructure and that both users and maintenance operations will benefit from the changes and the trail is now fully reopened on [Ganaraska Forest Trails Map](#).

RUC 11/26

MOVED BY: Jim Pearson
SECONDED BY: Maureen McDonald

THAT the Ganaraska Forest Recreational Users Committee inform their respective user groups to regularly review and adhere to all posted Ganaraska Forest signage and

remain on trails that are posted as Open on [Ganaraska Forest Trails Map](#) while visiting Ganaraska Forest.

FURTHER that the Ganaraska Forest Recreational Users Committee receives the Central Forest Orange and Green Trail Infrastructure Improvements staff report for information.

CARRIED.

c) Ganaraska Region Conservation Authority Public Communications

Bob Gallagher asked when the GRCA will announce or communicate specifics regarding the GRCA merger with Eastern Lake Ontario Region Conservation Authority (ELORCA). Ed Van Osch informed the RUC that Staff are not aware of any further information regarding the merger at this time.

RUC 12/26

MOVED BY: Matt Robbins

SECONDED BY: Jim Pearson

THAT the Ganaraska Forest Recreational Users Committee inform their respective user groups and encourage them to follow all GRCA public communications and social media platforms.

FURTHER THAT the Ganaraska Forest Recreational Users Committee receives the Ganaraska Region Conservation Authority Public Communications staff report for information.

CARRIED.

d) Discussion:

Bob Gallagher informed the Recreational Users Committee that he has submitted his resignation as Chair from the Recreational Users Committee but will remain as Chair until a replacement is found.

Jim Pearson inquired as to GRCA's response to the signage reported to Staff by Steve Brownell. Ed Van Osch informed the RUC that Staff were dispatched to the East Forest and the vicinity of the reported signage. After a lengthy search Staff located two signs, both of which were deemed to be unauthorized and were posted on GRCA owned land. Ed Van Osch stated that these signs were posted at the entrances to a trail that is not part of the official Ganaraska Forest trail system and not identified on [Ganaraska Forest Trails Map](#). Staff removed the unauthorized signage.

Bob Gallagher asked how GRCA will ensure signs are not posted again. Ed Van Osch informed the RUC that Provincial Offences Officers and Staff will routinely visit the area to ensure that unauthorized signage is not reposted and to ensure that Ganaraska Forest Users adhere to [Ganaraska Forest Trails Map](#).

10. Adjourn

RUC 13/26

MOVED BY: Jim Pearson

SECONDED BY: Peter Wood

THAT the meeting adjourned at 7:50 pm.

CARRIED.

The next meeting of the Ganaraska Forest Recreational User Committee is Thursday, November 5, 2026 at 7:00 pm.

Chair



Forest Recreation Technician

Staff Report – October 15, 2026

TO: Chair and Members of Ganaraska Region Conservation Authority

RE: Employment Policy Update

The Employment Policy was updated in a staff report dated September 18, 2025, when legislative changes to personal emergency leave were made, and a Remote Work Policy was added, and the Vaccination Policy was removed.

Below is a list of sections that have been updated and policy additions. A copy of the 2022 Employment Policy can be found in your members' handbook.

Changes/Additions Include:

1. Updated 4.10 Uniforms and Dress Code, item 8, the safety work boot allowance frequency was clarified to be every year or as specified, from the date of the last purchase.
2. Addition of section 9.13 AI Usage Policy (attached)
3. Revision of section 9.11 Electronic-Monitoring-and-Data-Access-Policy. (attached)

RECOMMENDATION:

THAT the Ganaraska Region Conservation Authority approve the updates to the Employment Policy dated October 15, 2026 effective immediately.

Prepared by:



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

AI Usage Policy

Purpose

Ganaraska Region Conservation Authority (GRCA or Authority) recognizes the numerous opportunities for the use of artificial intelligence (AI) in the workplace and the potential risks if it is used irresponsibly. GRCA has adopted this policy to provide all employees with guidelines and expectations regarding appropriate and responsible use of AI. This policy ensures that all use of AI within the organization is **ethical, compliant, secure, and aligned with GRCA values**. Employees are expected to follow this policy when using AI in their work.

Definitions

Artificial Intelligence (AI) - is the ability of a computer or machine to perform tasks that usually require human thinking, like learning, solving problems, and making decisions.

Artificial intelligence (AI) Tools - are software programs that use machine learning and data analysis to automate tasks, write code, and create content. (e.g., ChatGPT, Google Gemini, Claude, Perplexity)

Automated decision-making (ADM) - is the process of using computers, algorithms, and data to make choices or evaluations with little to no human intervention.

Confidential Information - All information created by, furnished by, received by, or accessible through Ganaraska Region Conservation Authority, as well as information that is compiled, contributed, or developed by the employee that is related to actual or anticipated research and development or manufacturing of the company, and that is neither generally known to competitors or the public nor intended for general dissemination. Confidential information includes information reduced to written, electronic, or recorded form, and information that meets the definition above whether marked as confidential or not.

Generative AI - is a type of artificial intelligence that creates new content—such as text, images, audio, and code—based on patterns it learns from existing data.

Machine learning - is a subset of artificial intelligence that uses algorithms to find patterns in data and make predictions without being explicitly programmed.

Output - is new data an AI tool creates based on a prompt.

Prompt - any form of text, question, information, or coding that communicates to AI what task it should perform.

Scope

Covers all AI tools, including generative AI (e.g., Microsoft Copilot, ChatGPT), machine learning models, and automated decision-making systems used for business purposes.

Guiding Principles

- **Transparency** – Clearly disclose when AI is used in communications, content creation, or decision-making. (e.g., employers must disclose the use of AI in publicly advertised job postings if AI is used to screen, assess, or select applicants)
- **Accountability** – Human oversight is required for all AI-generated outputs before final use.
- **Privacy & Security** – No confidential, personal, or proprietary data should be entered into AI tools unless approved and compliant with data protection laws.
- **Bias Mitigation** – Regularly review AI outputs for fairness, inclusivity, and accuracy.
- **Compliance** – Follow all applicable laws, regulations, and industry standards.

Acceptable Use

The following uses of AI are permitted when conducted in accordance with Authority policies, procedures, and applicable legal requirements:

- Drafting, editing, and enhancing documents, reports, presentations, and other internal content.
- Data analysis and visualization.
- Automating repetitive, low-risk tasks.
- Brainstorming and ideation.

All AI prompts and generated outputs must comply with human rights and accessibility legislation, privacy laws, and any other applicable legislation. Employees are responsible for reviewing outputs generated by AI tools to ensure the accuracy of the information before being relied upon for decision-making or official Authority business. Employees must take reasonable steps for preventing copyright infringement and plagiarism in company materials produced through AI tools. Use of AI does not replace employee accountability for the quality, accuracy, or integrity of work products.

Prohibited Use

The following uses of AI are prohibited in any manner that violates applicable laws, regulations, Authority policies, or ethical standards.

- Generating misleading, harmful, discriminatory, or inappropriate content.
- Creating and distributing public-facing products or communications without following existing GRCA communication review and approval processes. This includes, but is not limited to, images, reports, videos, website content, media releases, and social media posts.

- Making high-impact business decisions without human review.
- Uploading, sharing, or processing sensitive, confidential, or protected information without proper authorization, security controls, or encryption.
- Using AI to impersonate individuals or misrepresent facts.

Training & Awareness

- All employees must complete assigned **AI ethics and compliance training** through KnowBe4 before using AI tools.
- Resources and best practices will be shared regularly.

Governance & Review

To ensure AI use is effective, compliant, and ethical, the **AI Governance Committee** will assess AI usage requests and monitor for regulatory compliance. The AI Governance Committee will be made up of GIS/IT Coordinator, Communications and Creative Design Specialist and HR/Finance Clerk.

All staff will request AI use through their Coordinator, and the coordinator will bring it to the AI Governance Committee. The AI Governance Committee will recommend action on the request and present to the Authority Executive Committee for approval. GRCA reserves the right to approve or deny requests for the use of AI tools at its discretion.

GRCA encourages employees to report feedback and concerns about AI tools (including accessibility, bias, or fairness) to the governance committee.

This policy will be reviewed **annually** or when significant AI technology or regulatory changes occur. Violations of this policy may result in disciplinary action.

Electronic Monitoring & Data Access Policy

Intent

Ganaraska Region Conservation Authority (GRCA) values trust, transparency and discretion and believes employees have the right to understand when, how, and why electronic monitoring may occur in the workplace.

This policy should be read in conjunction with the following policies contained within the GRCA Employment Policy:

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

The purpose of this policy is to establish clear guidelines for GRCA's electronic monitoring practices and to identify the circumstances under which authorized personnel may access, review, or monitor corporate communications, systems, and devices. Such activities may be conducted to support information security, ensure legal and regulatory compliance, protect organizational assets, maintain operational continuity, and fulfill other legitimate business needs.

Definitions

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

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

Electronic Monitoring Practices

GRCA may collect information through electronic monitoring for legitimate business, operational, security, health and safety, and legal purposes. GRCA reserves the right to monitor and review the use of its systems, communication tools, devices, and facilities in accordance with applicable legislation and organizational policies.

Electronic monitoring may include the following activities:

- Monitoring of emails, chats, internet traffic, and websites visited to ensure appropriate use of GRCA systems and resources.
- Monitoring of emails and chats to detect, prevent, and respond to cybersecurity threats and other information security risks.

- Monitoring of emails and chats during employee probationary periods and following offboarding of a departing employee to support operational continuity and protect organizational information.
- Monitoring of emails, chats, and other electronic records when investigating workplace complaints, including allegations of violence, harassment, theft, misconduct, or policy violations.
- Monitoring of internet traffic and websites visited to identify and mitigate risks associated with viruses, malware, and other malicious activities.
- Collection of location information from field staff using GRCA-approved field applications for health and safety, operational coordination, and logistical purposes while conducting work-related activities.
- Use of security camera systems at GRCA facilities to monitor entry to and exit from office locations to support site security and safety.

Information obtained through electronic monitoring may be used for administrative, operational, security, investigative, performance management, or disciplinary purposes, where appropriate and in accordance with applicable laws and policies.

Privacy and Confidentiality

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

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

Authorized Access Roles and Permissions

Standard access to an individual's email account is restricted to the account owner. However, specific roles within the organization may receive authorization to access employee emails under defined circumstances:

A. Information Technology (IT) Administrators

- **Scope of Access:** Technical access to server logs, mailbox structures, account configurations, backup archives, and message headers/content.
- **Authorized Circumstances:**
 - Performing routine system maintenance, migration, or troubleshooting.
 - Executing formal legal holds, data preservation requests, or e-discovery mandates.
 - Investigating critical cybersecurity threats, data breaches, or system compromises.

- **Restriction:** IT staff may not proactively read or inspect the conversational content of an employee's email without explicit, documented authorization from the CAO/Secretary-Treasurer except where an active, automated security threat requires immediate containment.

B. Human Resources (HR)

- **Scope of Access:** Direct inspection of email content or historical archives.
- **Authorized Circumstances:**
 - Investigating formal workplace complaints (e.g., harassment, discrimination, policy violations, or theft of company property).
 - Managing offboarding or transitions when an employee is terminated or resigns, to recover business-critical files and re-route client communications.
- **Restriction:** HR access must be approved in writing by the CAO/Secretary-Treasurer and is limited strictly to the scope and timeframe of the relevant investigation.

C. Management and Supervisors

- **Scope of Access:** Access to active or archived emails of direct reports.
- **Authorized Circumstances:**
 - Ensuring business continuity during an employee's unexpected, prolonged absence, illness, or leave (access should prioritize automated out-of-office forwarding or delegated calendar/inbox management where possible).
 - Evaluating work performance or project status related strictly to official business output.
- **Restriction:** Management and supervisors do not have open-ended permission to routinely read an employee's incoming/outgoing personal or general business correspondence without cause. Targeted reviews require approval by the CAO/Secretary-Treasurer and setup by IT.

Procedure for Requesting Access to an Employee's Email

Other access requests to an active employee's inbox except for the instances listed above requires approval:

1. **Request Submission:** A written request detailing the business, legal, or investigative justification must be submitted to the CAO/Secretary-Treasurer.
2. **Authorization Sign-Off:** Approval must be granted by at least two authorities (e.g., Chair of the Board of Directors and CAO/Secretary-Treasurer).
3. **Audit Logging:** IT must maintain a secure audit log of every instance where an administrator or supervisor accesses another user's mailbox.

Employee Departures and Account Archiving

Upon termination, resignation, or retirement:

- Access credentials for the departing employee's account will be disabled immediately by IT.
- The direct supervisor or HR may request access to active messages and contact lists to transfer ongoing responsibilities.

The account will be archived or maintained for a retention period aligned with GRCA's Records Retention & Information Management Policy before permanent deletion.

Violations and Enforcement

Unauthorized access to another employee's email account—or accessing company email systems outside of authorized business, IT, or HR protocols—may result in disciplinary action, up to and including immediate termination of employment and potential legal action.

STAFF REPORT – October 15, 2026

TO: Chair and Members of the Full Authority

RE: Asset Management Plan Update

Background:

On May 19, 2016, the Gannaraska Region Conservation Authority (GRCA), through Motion GRCA FA 15/16, received the Asset Management Plan as part of its financial planning process for the replacement and maintenance of capital assets.

The original plan identified an annual contribution of \$191,613.70 to a reserve to address capital asset maintenance and replacement needs over a 20-year period. Recognizing the potential impact of this contribution on the annual budget, staff reviewed the plan and revised the estimated useful life spans of certain assets. This adjustment reduced the required annual contribution to \$150,088.00, to be allocated to the Capital Asset Replacement Reserve over the same 20-year period.

The annual reserve contribution is funded through allocations across the various program areas within the budget. In 2016 and 2017, the \$150,088.00 annual contribution was by the general levy.

As program demands and service delivery costs increased, additional pressure was placed on the general levy. In 2018, following consultation with the watershed municipalities, the capital asset levy was added to the general levy by a special levy that year and then incorporated into the general levy. The amount collected through this levy is allocated annually to the Capital Asset Replacement Reserve and is reported in the Authority's financial statements.

Updating the Plan:

The Asset Management Plan is reviewed and updated every five years to ensure that asset replacement costs and other relevant assumptions remain current. The 2021 update resulted in minor adjustments to the estimated dollar values associated with the assets.

Since that time, the annual capital asset contribution has been adjusted in accordance with the budget increases approved each year. In 2026, a contribution of \$200,927 is expected to be transferred to the reserve at year-end. Staff have recently completed the 2026 update to the Asset Management Plan. Over the years, replacement costs for several capital assets, including vehicles such as trucks, have increased significantly. These rising costs have increased the projected funding requirements for the Authority's capital assets.

Following completion of the updated plan, staff reviewed the resulting annual contribution requirement and reassessed the figures to manage the financial impact on the budget. This review established an annual contribution of

\$246,358.00, which has been incorporated into the 2027 budget as the amount to be allocated to the Capital Asset Replacement Reserve.

Conclusion:

The updated Asset Management Plan reflects the increasing costs associated with maintaining and replacing the Authority's capital assets. The proposed annual contribution of \$246,358.00 for 2027 is intended to support the long-term sustainability of the Authority's assets while recognizing the financial pressures associated with delivering its programs and services.

Continued periodic review of the Asset Management Plan will help ensure that reserve contributions remain aligned with anticipated capital asset replacement needs and the Authority's long-term financial planning objectives. The updated plan is attached for information.

RECOMMENDATION:

THAT the GRCA Board of Directors receive the Asset Management Plan 2026 for information.

Recommended by:



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

Celebrating 80 Years of Conservation **1946–2026**



ASSET MANAGEMENT PLAN 2026

ORIGINALLY APPROVED:
MAY 2016 | MOTION GRCA FA 15/16

CURRENT REVISION:
SEPTEMBER 2026

GANARASKA REGION CONSERVATION AUTHORITY



GANARASKA REGION CONSERVATION AUTHORITY

Established 1946

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 Chippewas 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.

Vision Statement

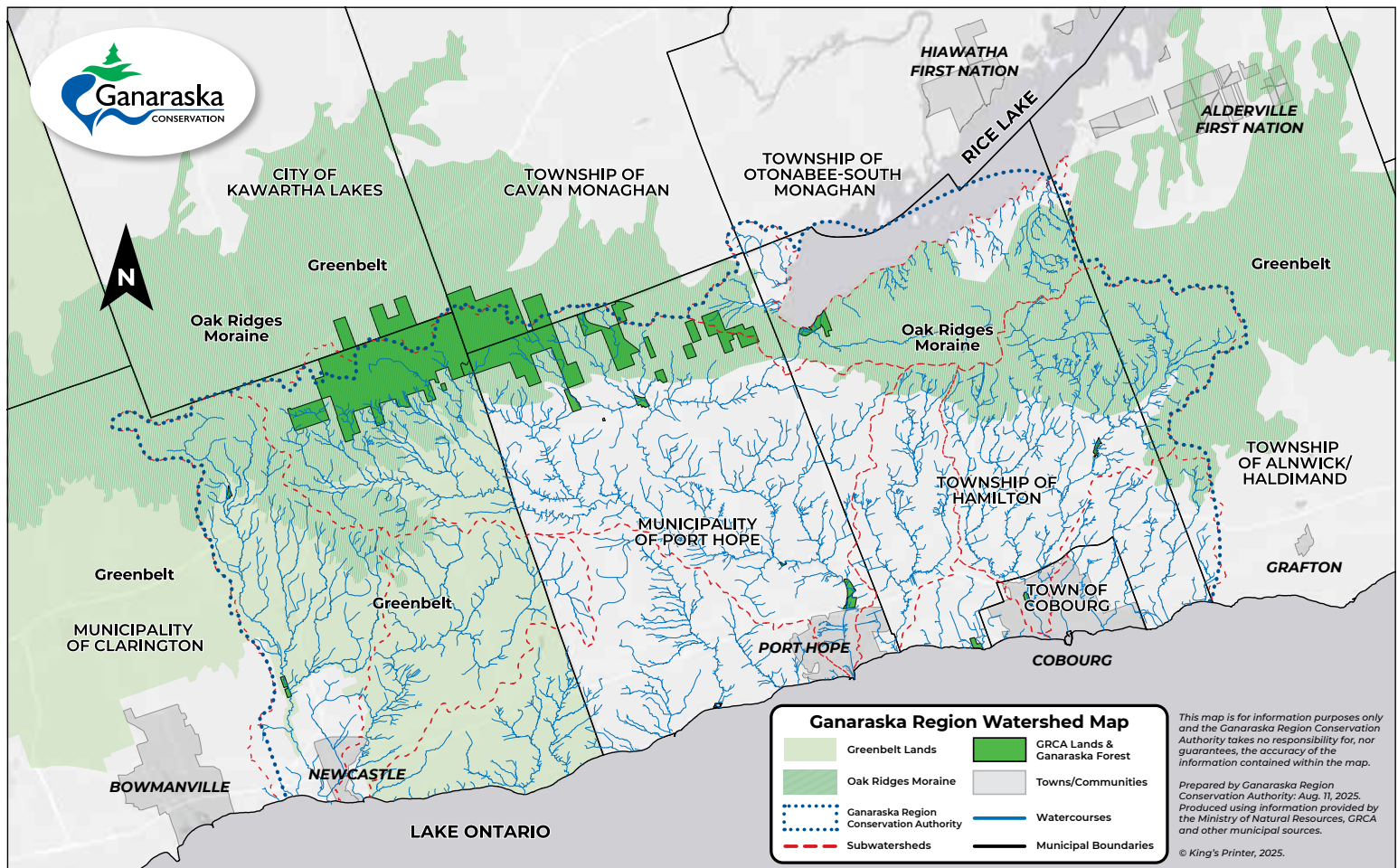
Clean Water, Healthy Land For Healthy Communities

Mission Statement

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



EXECUTIVE SUMMARY



The Ganaraska Region Conservation Authority (GRCA) Asset Management Plan (AMP) establishes a long-term framework for managing, maintaining, renewing, and replacing the Authority's assets to support sustainable service delivery, environmental stewardship, public safety, and financial sustainability.

Established in 1946 under Ontario's *Conservation Authorities Act*, the GRCA provides watershed management, conservation, environmental education, natural resource management, flood forecasting, and environmental stewardship programs. In 2026, GRCA celebrates 80 years of conservation and watershed management.

The GRCA's watershed spans approximately 935 km² and includes portions of the Municipality of Clarington, City of Kawartha Lakes, Municipality of Port Hope, Town of Cobourg, Township of Hamilton, Township of Alnwick/Haldimand, and Township of Cavan Monaghan.

The Authority's asset portfolio consists of:

- Lands and Infrastructure
- Information Technology Infrastructure
- Vehicles
- Flood and Watershed Monitoring, Natural Heritage, and Operational Equipment
- Buildings, Furniture and Fixtures
- Dams and Weirs Infrastructure

Asset Management Policy Statement

GRCA is committed to managing infrastructure and assets in a manner that balances:

- Service delivery
- Risk management
- Environmental stewardship
- Financial sustainability

Asset management principles are integrated into planning, budgeting, and decision-making processes to ensure assets continue to support the Authority's strategic objectives and service commitments.

Asset Management Background

As a steward of a diverse portfolio of infrastructure, facilities, conservation lands, and equipment, GRCA recognizes the importance of long-term asset management to support sustainable service delivery. Following the implementation of Public Sector Accounting Board (PSAB) requirements in 2009, GRCA established a tangible capital asset inventory and processes to track asset values, useful lives, and amortization. Building on this foundation, the GRCA

developed its first Capital Asset Management Plan in 2016. In June 2018, the Board of Directors approved Capital Asset Management Plan Funding (Motion GRCA FA 27/18), establishing an asset levy based on current value assessment to support ongoing asset renewal and replacement. While PSAB reporting focuses on financial accounting, GRCA's asset management approach also considers asset condition, risk, service levels, and future replacement requirements.

EXECUTIVE SUMMARY



Capitalization Threshold

Only assets that meet the Authority's Tangible Capital Asset (TCA) capitalization threshold, as defined in the Tangible Capital Asset Policy, are included in this Asset Management Plan.

Lower-value assets are generally expensed in the year of purchase unless they are considered critical to service delivery and warrant ongoing management.

Scope

This plan includes tangible capital assets owned and managed by GRCA, including lands and infrastructure, information technology, vehicles, monitoring and operational equipment, buildings and facilities, furniture and fixtures, and dams and weirs. The development of this AMP was coordinated with staff across multiple departments to ensure asset inventories, condition information, and replacement requirements accurately reflect operational needs.

Only assets meeting the Authority's Tangible Capital Asset capitalization threshold are included, although certain lower-value assets may be incorporated where they are considered critical to service delivery. Asset replacement needs are generally evaluated over a 20-year planning horizon,

with dam infrastructure assessed over a 40-year horizon to reflect its longer service life. Assets are categorized as Category 1, 2, or 3 in accordance with the Conservation Authorities Act. The AMP fulfills the requirements of Section 21.1 of the Conservation Authorities Act and Ontario Regulation 402/22 (Budget and Apportionment). While Conservation Authorities are not subject to Ontario Regulation 588/17 (Asset Management Planning for Municipal Infrastructure), this plan aligns with recognized asset management principles and best practices.

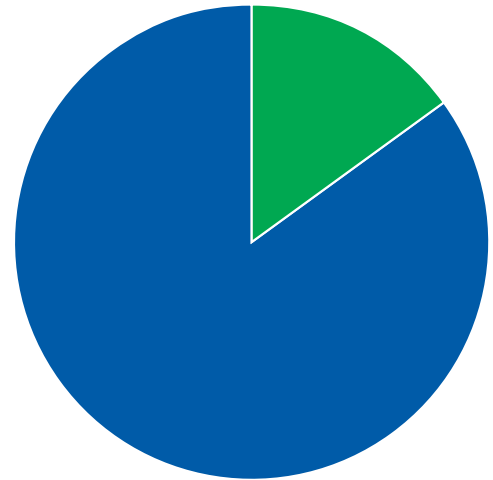
The AMP supports investment prioritization, long-term financial planning, risk management, and the maintenance of service levels across the Authority's asset portfolio.

AN OVERVIEW OF ASSET MANAGEMENT



Asset management is the process of planning, maintaining, renewing, and replacing assets to support sustainable and cost-effective service delivery. Through asset management, GRCA evaluates asset condition, risk, service requirements, and future replacement needs to support informed decision-making and long-term financial sustainability.

Asset management recognizes that most of an asset's costs occur after acquisition through ongoing operation, maintenance, rehabilitation, and eventual replacement. Long-term planning helps ensure these costs are anticipated and managed before they become significant financial pressures.



Acquisition costs typically represent only 10–20% ownership costs

KEY PRINCIPLES IN ASSET MANAGEMENT

GRCA's asset management program is based on five key principles. These principles guide investment decisions and support the sustainable delivery of programs and services throughout the watershed:

- Lifecycle Management
- Risk Management
- Asset Condition Assessment
- Levels of Service
- Long-Term Financial Planning

Lifecycle Management

Assets naturally deteriorate over time due to age, use, weather, and environmental conditions. GRCA manages assets throughout their lifecycle through planned maintenance, rehabilitation, and replacement

activities designed to maximize performance, extend service life, and reduce long-term costs. A proactive lifecycle approach reduces costs and supports reliable service delivery.

Activity	Typical Funding Source	Purpose
Maintenance	Operating Budget	Prevent deterioration and maintain performance
Rehabilitation / Renewal	Capital Budget	Restore condition and functionality
Replacement / Reconstruction	Capital Budget	Replace assets at the end of their useful life

KEY PRINCIPLES IN ASSET MANAGEMENT

Risk Management

Risk assessments help prioritize investments and identify assets requiring immediate attention.

Risk Rating System

Risk information supports budgeting, reserve planning, and capital prioritization.

Risk Level	Description
Low	Asset is in good condition and failure would have minimal impact on operations, service delivery, safety, or the environment. Routine maintenance is generally sufficient.
Medium	Asset supports important operational functions and may show signs of deterioration. Failure could result in service disruptions, increased maintenance costs, or operational inefficiencies. Planned renewal and ongoing monitoring are required.
High	Asset is in poor condition or supports critical services. Failure could result in significant service interruptions, safety concerns, environmental impacts, regulatory issues, or substantial financial costs. Immediate mitigation, rehabilitation, or replacement planning is required.

Asset Condition Assessment

The GRCA assesses asset condition using inspections, maintenance records, operational performance, age, manufacturer recommendations, and professional judgment.

prioritize investments, and support long-term capital planning. Condition information is used to prioritize and support replacement forecasting and funding requirements.

These assessments help identify renewal needs,

Asset condition is classified using the following scale:

Condition	Description
Very Good	Asset is performing as intended with minimal signs of wear. No significant maintenance or capital investment is required.
Good	Asset is functioning effectively with only minor deterioration. Routine maintenance is sufficient.
Fair	Asset is functioning effectively with only minor deterioration. Routine maintenance is sufficient.
Poor	Asset is approaching the end of its useful life. Significant repairs, rehabilitation, or replacement planning is required.
Very Poor / Critical	Asset has reached or exceeded its useful life, presents an elevated risk of failure, and requires immediate replacement or major rehabilitation.

KEY PRINCIPLES IN ASSET MANAGEMENT

Levels of Service

Maintaining asset condition helps preserve these service levels while managing costs and risks.

Assets support the following service outcomes:

- Reliable flood forecasting and warning
- Safe and accessible conservation areas
- Environmental monitoring
- Reliable information technology systems
- Safe facilities and functional equipment
- Effective watershed management

Key Risks Associated with Deferred Asset Renewal

To address these risks, GRCA emphasizes proactive lifecycle planning and investment to maximize asset performance and service life. Failure to adequately maintain and replace assets may result in:

- Increased maintenance and repair costs
- Service disruptions and operational downtime
- Health and safety risks
- Reduced service levels
- Regulatory and compliance challenges
- Increased liability exposure

Asset Inventory Summary

The following table provides a summary of the Authority's major asset categories, their overall condition, associated risk levels, and estimated average annual funding requirements.

Detailed asset inventories, lifecycle strategies, condition information, and financial forecasts are provided in the sections that follow.

Asset Category	Asset Condition	Risk Level	Average Annual Funding Requirement
Lands & Infrastructure	Good	Medium	\$23,005
Information Technology	Fair	Medium	\$62,070
Vehicles	Fair to Good	Medium	\$52,250
Monitoring & Equipment	Fair	Medium	\$25,402
Buildings, Furniture & Fixtures	Fair	Medium	\$73,943
Dams & Weirs	Fair	Medium	\$9,688
Total Annual Requirement			\$246,358

GRCA LANDS & INFRASTRUCTURE – CATEGORY 1 ASSET



Since its establishment in 1946, land acquisition, watershed restoration, and forest management have been central to the mandate of the Ganaraska Region Conservation Authority (GRCA).

Early reforestation efforts, supported through a Forestry Agreement with the Ontario Department of Lands and Forests, led to the creation of Ontario's first Authority-managed Forest, and formed the foundation of what is now the Ganaraska Forest.

Over the following decades, the Authority expanded both its land holdings and watershed jurisdiction. Today, GRCA's watershed encompasses approximately 935 square kilometres, extending from Wilmot Creek in the Municipality of Clarington to watersheds east of Cobourg, and from the south shore of Rice Lake to Lake Ontario. The watershed includes all or portions of the seven municipalities.

In 1997, full responsibility for management of the Ganaraska Forest was transferred from the Province of Ontario to GRCA. Today, the Authority owns and manages approximately 11,326 acres of land, including the Ganaraska Forest, environmentally significant lands, flood-prone properties,

conservation areas, and the Ganaraska Forest Centre, which supports outdoor education and community programming.

Source: Ganaraska Region Conservation Authority, Watershed Information, www.grca.on.ca.

To support public access, environmental stewardship, and operational requirements, GRCA maintains a wide range of infrastructure assets throughout its watershed. These assets include signage, trails, bridges, boardwalks, walkways, parking lots, gates, kiosks, Queen's cairn, and other public-use facilities located within eleven Conservation Areas, the Ganaraska Forest, the Ganaraska Forest Centre, and the Port Hope Channelization.

As these assets continue to age, GRCA recognizes the need for planned investment in their repair, renewal, and replacement. The Authority also periodically participates in special infrastructure projects that directly benefit individual member municipalities and will continue to set aside funding to support its share of these initiatives where partnership funding is available.

GRCA LANDS & INFRASTRUCTURE – CATEGORY 1 ASSET



STRATEGIC IMPORTANCE

A proactive lifecycle replacement strategy will help ensure that public facilities remain safe, accessible, and functional while protecting the Authority's significant investment in its lands and infrastructure assets.

Risks Associated with Deferred Asset Renewal

In addition to the key risks noted above, failure to maintain and renew lands and infrastructure on a planned basis may result in:

- Accelerated deterioration of assets.
- Potential closures of facilities, trails, and public access areas.
- Reduced accessibility and visitor experience.
- Reduced ability to achieve operational, recreational, and environmental stewardship objectives.

Financial Implications

Under Public Sector Accounting Board (PSAB) standards, land assets are not amortized because they are considered to have an indefinite useful life and are therefore recorded at their acquisition cost or, in the case of donated properties, at fair value on the date of acquisition.

While land itself does not depreciate, GRCA is responsible for maintaining the infrastructure and public-use assets located on its properties, including trails, bridges, boardwalks, parking lots, signage, and related facilities. Larger rehabilitation and replacement projects require ongoing capital

planning to ensure these assets remain safe, functional, and accessible.

GRCA's lands and infrastructure assets are considered to be in good condition and, excluding land assets, have an amortization rate of 49.40% as of December 31, 2025.

The forecasted capital renewal requirements for lands and infrastructure total \$460,100 over the 2027-2046 planning period, requiring an average annual contribution of \$23,005 to support lifecycle renewal and replacement needs beginning in 2027.

2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
\$—	\$44,900	\$24,900	\$23,700	\$63,000	\$—	\$—	\$23,400	\$40,400	\$45,900
2037	2038	2039	2040	2041	2042	2043	2044	2045	2046
\$—	\$4,000	\$25,600	\$21,400	\$10,800	\$—	\$—	\$121,700	\$2,300	\$8,100
Total					Average				
\$460,100					\$23,005				



GRCA relies on information technology systems to support its operations, regulatory responsibilities, communications, flood forecasting and warning activities, and service delivery. Core technology assets include network infrastructure, servers, storage systems, business applications, workstations, telecommunications equipment, and supporting server room infrastructure.

To maintain operational reliability and business continuity, GRCA utilizes a virtualized server environment that supports critical business functions including financial management, geographic information systems (GIS), document management, communications, and data storage.

The Authority's IT asset management strategy focuses on four key areas:

Network Infrastructure Replacement Initiative

Servers, storage systems, switches, firewalls, and other network components are replaced on planned lifecycles to maintain system reliability, security, and

performance. Proactive replacement reduces the risk of downtime, data loss, cybersecurity vulnerabilities, and unexpected capital costs.

Server Room Maintenance Initiative

GRCA maintains server room facilities at both the Main Office and Ganaraska Forest Centre. Ongoing investment in cooling systems and uninterruptible

power supply (UPS) equipment helps protect critical technology assets, support business continuity, and extend equipment life.

Workstation Replacement Initiative

A structured workstation replacement program ensures staff have reliable computing equipment capable of supporting operational requirements. Workstations are replaced on a planned six-year lifecycle and are assigned based on the performance requirements of individual positions.

Where appropriate, retired workstations may be repurposed for seasonal staff, students, or other temporary users.

The Authority maintains three workstation classifications based on operational requirements:

Technical Workstation Usage

- ArcGIS
- ArcView
- AutoCAD

Business Advanced Usage

- ArcView
- Adobe Creative Suite

Business Standard Usage

- Microsoft Office Applications
- Web-Based Systems
- Server-Based Applications

Phone System Replacement Initiative

Reliable voice communications remain essential for daily operations, emergency response coordination, flood forecasting and warning activities, and public service delivery. GRCA

maintains a planned replacement cycle of 15 years for telephone system infrastructure and associated devices to reduce the risk of service disruptions and equipment failures.



STRATEGIC IMPORTANCE

A proactive approach to technology renewal helps ensure that GRCA maintains secure, reliable, and efficient information systems capable of supporting the Authority's operational, regulatory, and emergency management responsibilities.

Financial Implications

The Authority's core servers and storage area network are in good condition, while the remainder of its network infrastructure is considered to be in fair condition. As of December 31, 2025, the IT asset portfolio has an amortization rate of 75.98%.

The forecasted capital renewal requirements for IT infrastructure total \$1,241,400 over the 2027–2046

planning period, requiring an average annual contribution of \$62,070 to support lifecycle renewal and replacement needs beginning in 2027.

Unspent funds will be carried forward to future years to support planned technology renewal and replacement requirements.

2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
\$18,100	\$29,300	\$39,200	\$47,000	\$25,500	\$9,500	\$10,800	\$50,000	\$20,200	\$392,400
2037	2038	2039	2040	2041	2042	2043	2044	2045	2046
\$40,300	\$17,200	\$17,300	\$27,700	\$25,700	\$16,600	\$22,500	\$48,600	\$3,100	\$380,400
Total					Average				
\$1,241,400					\$62,070				

VEHICLES – CATEGORY 1, 2 & 3 ASSETS

GRCA maintains a small fleet of vehicles that supports operational, monitoring, regulatory, stewardship, conservation area, and forestry programs throughout the watershed.

The fleet consists of two general-use staff vehicles and eight trucks used for field operations, conservation area maintenance, forest management, environmental monitoring, site inspections, equipment transport, and educational programming. Vehicles are assigned to support both field staff and operations at the Ganaraska

Forest Centre, where they play an important role in facility maintenance, waste collection, material transport, and forest operations.

The fleet is a critical asset that enables GRCA to deliver services across a large geographic area, maintain public facilities, conduct field-based activities, and respond to operational needs. A planned vehicle replacement program helps ensure reliability, operational efficiency, staff safety, and uninterrupted service delivery while minimizing downtime and long-term maintenance costs.

STRATEGIC IMPORTANCE

A proactive fleet replacement strategy is essential to ensuring that GRCA can continue to deliver programs and services effectively, safely, and efficiently. Maintaining a reliable vehicle fleet supports staff access to field sites, conservation

areas, forests, community and partner facilities, and infrastructure throughout the watershed, while helping to manage costs, reduce operational risk, and maintain continuity of service.

Risks Associated with Deferred Asset Renewal

In addition to the key risks noted in the opening of this plan, failure to replace vehicles on a planned lifecycle basis may result in:

- Reduced ability to respond to emergencies and operational needs.
- Greater reliance on staff personal vehicles.
- Reduced reliability when transporting staff, equipment, and materials.

Financial Implications

GRCA's fleet of vehicles is considered to be in fair to good condition. As of December 31, 2025, the vehicle fleet has an amortization rate of 55.62%. The forecasted capital renewal requirements for the

current fleet total \$1,045,000 over the 2027–2046 planning period, requiring an average annual contribution of \$52,250 to support lifecycle renewal and replacement needs beginning in 2027.

2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
\$45,000	\$50,000	\$35,000	\$50,000	\$50,000	\$55,000	\$50,000	\$50,000	\$90,000	\$45,000
2037	2038	2039	2040	2041	2042	2043	2044	2045	2046
\$50,000	\$35,000	\$50,000	\$50,000	\$55,000	\$50,000	\$50,000	\$90,000	\$45,000	\$50,000
Total					Average				
\$1,045,000					\$52,250				

FLOOD & WATERSHED MONITORING, NATURAL HERITAGE & OPERATIONAL EQUIPMENT - CATEGORY 1, 2 & 3 ASSETS



HYDROMETRIC MONITORING NETWORK

The GRCA owns and operates a comprehensive hydrometric monitoring network that collects critical weather and hydrologic data. This data supports flood and drought monitoring programs, as well as a range of other initiatives including fisheries management, watershed planning, and climate change analysis.

In addition to its own assets, GRCA collaborates with Environment Canada, utilizing eight federal hydrometric stations. At these locations, GRCA-owned equipment—such as rain gauges, air and water temperature sensors, and automatic water samplers—has been installed.

The Authority also operates an additional eight stream gauges and three weather stations. Data is further supplemented through the Provincial Groundwater Monitoring Network. While GRCA is responsible for the operation and maintenance of these sites, the province retains ownership of the associated equipment.

To ensure accurate and timely flood and drought forecasting, GRCA must maintain its monitoring equipment to a high standard. Typical monitoring stations consist of data loggers, sensors, and, in some cases, protective equipment shelters.

Current GRCA Monitoring Equipment Inventory (Estimated Replacement Costs)

- 1 walk-in shelter (5' x 5') – \$8,000
- 5 smaller equipment shelters – \$700 each
- 1 weather station tower with climbing harness – \$1,500
- 2 steel rain gauge masts and 2 tripod masts – \$300
- 4 FTS Axiom data loggers – \$7,000 each
- 1 HOBO U30 data logger – \$1,200
- 2 weighing precipitation gauges – \$9,000 each
- 10 tipping bucket rain gauges with calibration kit – \$1,500 each
- 10 water level sensors – \$1,300 each
- 6 air temperature sensors – \$400 each
- 9 water temperature sensors – \$400 each
- 2 barometric pressure sensors – \$500 each
- 9 soil moisture sensors (3 currently non-functional) – \$700 each
- 1 pyranometer (solar radiation sensor) – \$500
- 1 snow depth sensor – \$1,000
- Miscellaneous equipment (solar panels, batteries, chargers, cables) – \$200

FLOOD & WATERSHED MONITORING, NATURAL HERITAGE & OPERATIONAL EQUIPMENT - CATEGORY 1, 2 & 3 ASSETS



HYDROMETRIC MONITORING NETWORK

Water Quality Monitoring Equipment

GRCA also maintains specialized water quality monitoring equipment, including:

- 4 automatic water samplers – \$7,000 each
- 1 turbidimeter – \$600

Some of this equipment is essential to core flood and drought monitoring programs and must be maintained or replaced as needed. In certain cases, the cost of replacement may outweigh the value of the data collected (e.g., wind monitoring equipment), requiring careful evaluation.

Historically, GRCA has benefitted from equipment

donations from the Ministry of Natural Resources and Forestry (MNRF) and the Ministry of the Environment, Conservation and Parks (MECP).

For example, a data logger and weighing precipitation gauge installed at the GFC facility in 2015 were provided through such support. While these contributions are valuable in enhancing the monitoring network, they are not guaranteed. Reliance on external donations introduces risk; without timely maintenance and replacement, stations may fail, leading to data loss, more complex repairs, and higher long-term costs.

NATURAL HERITAGE EQUIPMENT

GRCA's Natural Heritage Monitoring Program focuses on assessing the biological components of the watershed, including aquatic ecosystems, wildlife populations, wetlands, and terrestrial habitats. This program provides critical data used by GRCA and a wide range of stakeholders, including municipalities, provincial and federal agencies, developers, consultants, academic institutions, environmental non-governmental organizations (ENGOS), and residents.

The program evaluates overall watershed health, tracks key ecological indicators, and identifies trends and changes over time. The data collected not only informs GRCA's resource management strategies but also contributes to broader provincial and federal initiatives such as species at risk programs,

forest bird monitoring, Great Lakes wetland health assessments, biodiversity strategies, and invasive species management programs. In many cases, data is submitted to provincial and federal databases in accordance with regulatory requirements, permits, and data-sharing agreements.

To support these programs, a wide range of specialized equipment is required. This includes:

- Backpack electro fishers
- Boats, motors, and canoes
- Safety equipment
- Water temperature loggers
- Water chemistry meters
- Scientific scales and microscopes
- Cameras and field documentation tools
- Chest waders and personal protective equipment
- Sample storage and containment equipment

FLOOD & WATERSHED MONITORING, NATURAL HERITAGE & OPERATIONAL EQUIPMENT - CATEGORY 1, 2 & 3 ASSETS



OPERATIONAL EQUIPMENT

With the management of eleven Conservation Areas, the Ganaraska Forest Centre property, and the 11,000-acre Ganaraska Forest, GRCA relies on a range of equipment to support daily operations, maintenance, visitor services, and public safety.

GRCA regularly utilizes a utility tractor and loader, along with various attachments, to perform routine maintenance activities across its properties. The Authority also operates grass mowers, trailers, and other grounds maintenance equipment to maintain picnic areas, entranceways, and publicly accessible spaces within its Conservation Areas.

The same equipment supports the maintenance of GRCA's extensive trail network. Additional specialized equipment, including snowmobiles and trail groomers, is used to maintain cross-country ski trails during the winter season. Utility vehicles, woodchippers and chainsaws are essential for snow removal, trail maintenance, and hazard tree management.

Trees identified as hazards are removed and processed into firewood, which is used to support educational programming at the Ganaraska Forest Centre, and provide firewood for visiting groups and facility users. GRCA also maintains an inventory of cross-country ski equipment and snowshoes to support its environmental education programs.

Several pieces of equipment serve an important public safety function by occasionally assisting with the transportation of injured students and members of the public from remote forest locations where conventional emergency vehicle access may be limited and EMS has asked for assistance.

The continued reliability of this equipment is critical to maintaining service levels, ensuring public accessibility, supporting educational programs, and protecting staff and visitor safety. Establishing a planned replacement program will help safeguard these services while minimizing unexpected equipment failures and repair costs.

STRATEGIC IMPORTANCE

A proactive asset replacement strategy will ensure that critical monitoring, operational, and public-service equipment remains reliable, safe, and

effective, while supporting GRCA's long-term stewardship and service delivery objectives.

FLOOD & WATERSHED MONITORING, NATURAL HERITAGE & OPERATIONAL EQUIPMENT - CATEGORY 1, 2 & 3 ASSETS



STRATEGIC IMPORTANCE

Risks Associated with Deferred Asset Renewal

In addition to the key risks noted in the opening of this plan, failure to maintain and replace equipment on a planned lifecycle basis may result in:

- Unreliable, inaccurate, or lost monitoring data.
- Reduced efficiency in maintenance and operational activities.
- Reduced ability to respond effectively to emergencies, flood events, and public safety incidents.

Financial Implications

GRCA's inventory of machinery and equipment is considered to be in fair condition and has an amortization rate of 57.04% as of December 31, 2025. Most equipment is evaluated using a 20-year replacement horizon, except for the utility tractor, which is evaluated over a 30-year lifecycle to reflect its longer expected service life.

The forecasted capital renewal requirements for Flood & Watershed Monitoring, Natural Heritage, and Operational Equipment total \$541,372 over the 2027–2046 planning period, requiring an average annual contribution of \$25,402 to support lifecycle renewal and replacement needs beginning in 2027.

2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
\$—	\$3,500	\$101,800	\$1,200	\$64,900	\$45,400	\$80,000	\$13,800	\$30,000	\$24,182
2037	2038	2039	2040	2041	2042	2043	2044	2045	2046
\$12,500	\$8,000	\$16,050	\$8,020	\$47,000	\$17,600	\$53,100	\$6,720	\$1,600	\$6,000
Total					Average				
\$541,372					\$25,402				

BUILDINGS / FURNITURE & FIXTURES – CATEGORY 1 & 3 ASSETS



(Administration Office, Millennium Building, Baltimore Workshop, Garden Hill Conservation Area Washrooms, Ganaraska Forest Centre, and Outbuildings)

GRCA owns and operates a variety of buildings and facilities that support administrative functions, environmental education, conservation area operations, forest management, recreation, and community programming. These facilities are essential to service delivery and require ongoing investment to maintain their safety, functionality, and efficiency.

As facilities age, planned capital investments are needed to maintain building systems, protect public assets, and avoid costly emergency repairs. A proactive renewal program helps address infrastructure needs before failures occur, minimizing service disruptions and extending asset life.

Lifecycle Replacement Strategy

Building systems and components have predictable service lives and require planned maintenance, rehabilitation, and replacement.

GRCA will continue to monitor facility conditions and identify future lifecycle requirements. For example, the Ganaraska Forest Centre may require significant capital improvements and replacements over the next 8 to 20 years as the facility ages beyond 25 years of operation.

GRCA also maintains furniture and fixtures within its offices, educational facilities, meeting spaces, and visitor service areas. These assets support staff productivity, program delivery, educational activities, and public use. Planned replacement helps maintain safe, functional, and professional facilities while reducing maintenance costs associated with aging assets.

Through long-term capital planning and reserve funding, GRCA can proactively address renewal needs, reduce the risk of unexpected failures, and extend the useful life of its facilities.

BUILDINGS / FURNITURE & FIXTURES – CATEGORY 1 & 3 ASSETS

STRATEGIC IMPORTANCE

A proactive lifecycle approach helps ensure that GRCA's facilities continue to support operational requirements, educational programming, public recreation, and visitor services while maintaining compliance with health and safety standards.

Risks Associated with Deferred Asset Renewal

In addition to the key risks noted in the opening of this plan, failure to maintain and renew facilities on a planned basis may result in:

- Accelerated deterioration of building assets
- Higher long term capital costs resulting from deferred maintenance

Financial Implications

The Authority's buildings, furniture, and fixtures are significant long-term assets that require ongoing investment to support the Authority's operations, educational programs, and public services. While routine maintenance can often be funded through annual operating budgets, major building components and facility upgrades require dedicated capital planning and reserve funding.

As of December 31, 2025, the Authority's building assets have an amortization rate of 48.45% and its

furniture and fixtures have an amortization rate of 80.00%. Overall, these assets are considered to be in good to fair condition.

The forecasted capital renewal requirements for buildings (\$1,299,800) and furniture and fixtures (\$394,215) total \$1,694,015 over the 2027–2046 planning period, requiring average annual contributions of \$54,232 and \$19,711, respectively, to support lifecycle renewal and replacement needs beginning in 2027.

BUILDINGS

2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
\$–	\$62,000	\$61,600	\$69,500	\$88,800	\$–	\$–	\$199,000	\$51,000	\$30,000
2037	2038	2039	2040	2041	2042	2043	2044	2045	2046
\$–	\$60,500	\$136,100	\$73,000	\$37,000	\$5,000	\$43,500	\$49,600	\$75,000	\$258,200
Total					Average				
\$1,299,800					\$54,232				

FURNITURE & FIXTURES

2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
\$25,200	\$48,500	\$8,300	\$–	\$3,500	\$2,500	\$–	\$189,800	\$–	\$17,500
2037	2038	2039	2040	2041	2042	2043	2044	2045	2046
\$6,800	\$8,600	\$18,300	\$–	\$3,500	\$–	\$32,000	\$1,200	\$6,500	\$22,015
Total					Average				
\$394,215					\$19,711				

DAMS & WEIRS INFRASTRUCTURE – CATEGORY 1 ASSET



The GRCA owns and maintains three water control structures within its watershed: Ball's Mill Dam, Garden Hill Dam, and Corbett's Dam.

Given the age and ongoing operational requirements of these assets, periodic inspections, maintenance, repairs, and capital improvements are necessary to ensure their continued safe and effective operation. The GRCA will continue to

set aside reserve funding to support its share of future rehabilitation and replacement costs and to leverage funding opportunities through municipal special benefitting levies and the Water and Erosion Control Infrastructure (WECI) Program.

Ball's Mill Dam – Hamilton Township

Ball's Mill Dam is operated primarily for the purpose of regulating upstream and downstream water levels to support fish and wildlife habitat management.

The structure plays an important role in maintaining water levels that benefit local aquatic ecosystems and associated environmental resources.

Garden Hill Dam – Municipality of Port Hope (Ward 2)

Garden Hill Dam was originally constructed to manage flows within the North Ganaraska River. In addition to supporting water management objectives, the dam provides recreational

opportunities and contributes to the creation and maintenance of habitat for fish and wildlife. The structure remains an important component of the Authority's watershed infrastructure system.

Corbett's Dam – Municipality of Port Hope (Ward 1)

Corbett's Dam is operated to impound a limited amount of water upstream of the fish ladder. Maintaining adequate water depth in this area

supports fish passage by providing appropriate conditions for fish exiting the ladder and continuing their upstream migration.

DAMS & WEIRS INFRASTRUCTURE – CATEGORY 1 ASSET



STRATEGIC IMPORTANCE

The Authority's dams and water control structures play an important role in supporting water management, fish and wildlife habitat, recreation, and public safety within the watershed.

Maintaining these assets through planned inspections, maintenance, rehabilitation, and

renewal activities helps ensure their continued functionality, protects public and environmental interests, and reduces the risks associated with unexpected infrastructure failures. A proactive asset management approach supports long-term sustainability while helping the Authority leverage available municipal and provincial funding opportunities.

Infrastructure Renewal Strategy

As critical water management assets, dams and associated infrastructure require ongoing monitoring, periodic rehabilitation, and timely replacement of key components to ensure structural integrity, operational reliability, and public safety. A proactive asset management approach enables the Authority to address maintenance needs before they become

significant liabilities and helps maximize the useful life of the structures.

Reserve funding will allow GRCA to plan for future capital projects, leverage available external funding opportunities, and reduce the financial impact of major rehabilitation work when required.

Risks Associated with Deferred Asset Renewal

In addition to the key risks noted in the opening of this plan, failure to maintain and upgrade dam infrastructure on a planned basis may result in:

- Accelerated deterioration of infrastructure.
- Potential impacts to fish habitat and aquatic ecosystem management.
- Increased future capital costs resulting from deferred maintenance; and
- Reduced ability to leverage available partnership and grant funding opportunities.

DAMS & WEIRS INFRASTRUCTURE – CATEGORY 1 ASSET



Financial Implications

Dams and water control structures are significant infrastructure assets that require long-term capital planning and reserve funding to support future rehabilitation, repairs, and replacement projects.

Proactive investment helps ensure these critical assets continue to operate safely, effectively, and in support of GRCA's water management objectives. As of December 31, 2025, the Authority's dams

and weirs have an amortization rate of 68.25% and are considered to be in fair condition with some structures approaching poor condition.

The forecasted capital renewal requirements for dams and weirs total \$387,500 over the 2027–2046 planning period, requiring an average annual contribution of \$9,688 to support lifecycle renewal and replacement needs beginning in 2027.

2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
\$–	\$20,000	\$151,600	\$–	\$9,500	\$20,000	\$–	\$101,400	\$–	\$–
2037	2038	2039	2040	2041	2042	2043	2044	2045	2046
\$25,000	\$–	\$–	\$60,000	\$–	\$–	\$–	\$–	\$–	\$–
Total					Average				
\$387,500					\$9,688				

CLIMATE CHANGE CONSIDERATIONS



Climate change is expected to increase the frequency and severity of extreme weather events, including flooding, drought, severe storms, and extreme temperatures. These conditions may affect the performance, reliability, and lifespan of GRCA assets and infrastructure.

As a watershed-based organization, GRCA recognizes the importance of incorporating climate resilience into asset management planning, capital investment decisions, lifecycle strategies, and risk management practices.

Building Climate Resilience

To address these risks, GRCA will:

- Incorporate climate risk into asset replacement planning
- Enhance monitoring systems
- Improve energy efficiency
- Pursue climate adaptation funding opportunities
- Consider future environmental conditions during infrastructure renewal

CONTINUOUS IMPROVEMENT

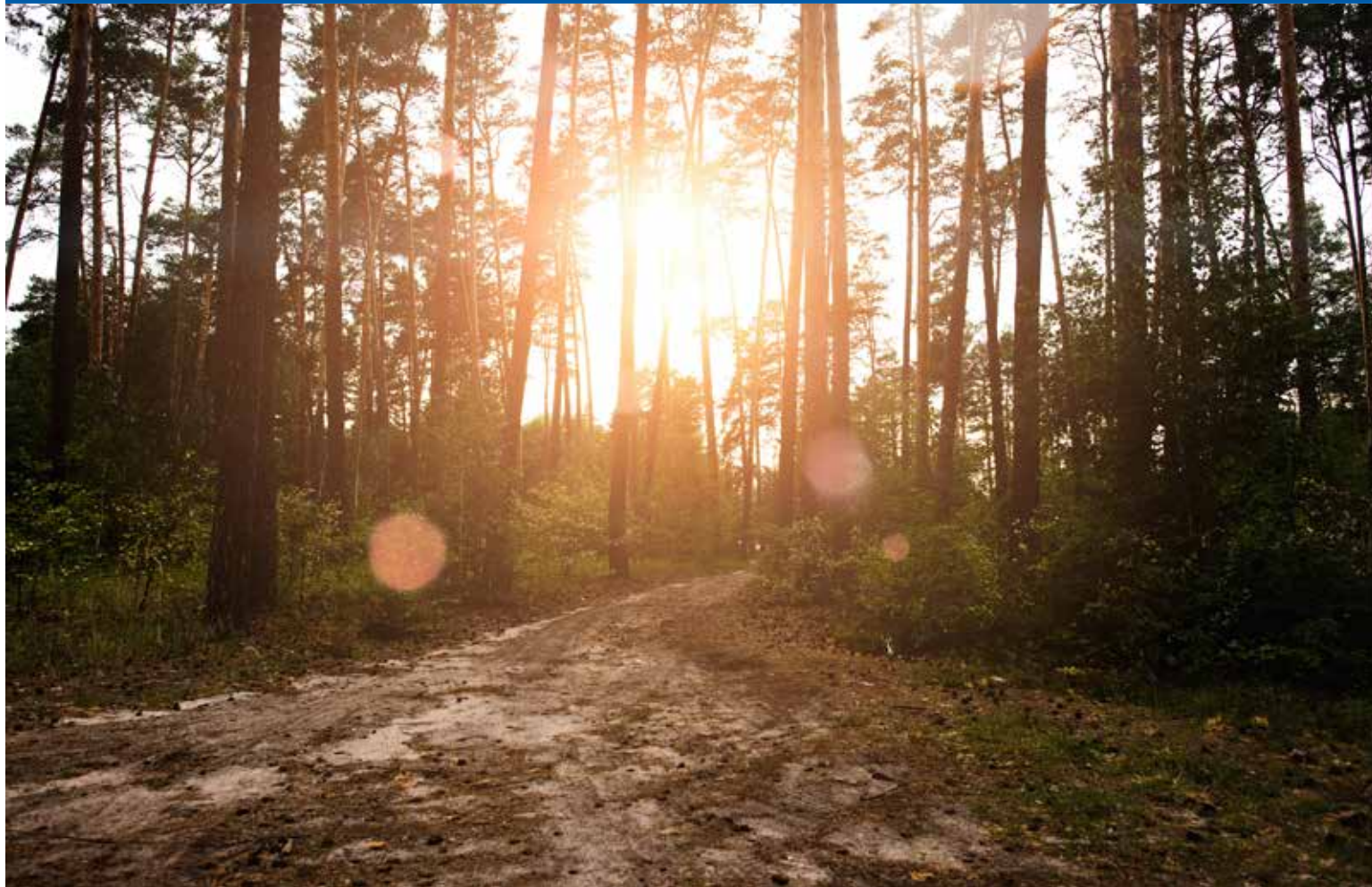
Climate science, environmental conditions, and infrastructure best practices will continue to evolve over time. GRCA will review and update this Asset Management Plan at least every five years.

emerging best practices in asset management as new information becomes available ensuring that future investment decisions appropriately consider climate-related opportunities.

Future updates will incorporate improved condition assessments, updated asset inventories, changing service levels, inflation considerations, and

This adaptive approach will help support sustainable service delivery and responsible stewardship of Authority assets for future generations.

CONCLUSION



The Gananaska Region Conservation Authority's Asset Management Plan provides a strategic framework for the responsible management, renewal, and replacement of the Authority's infrastructure, facilities, equipment, technology, vehicles, lands, and water control structures. Through lifecycle management, risk-based decision-making, and long-term financial planning, GRCA aims to maintain service levels, protect public investments, reduce future costs, and support resilient communities throughout the watershed. The plan establishes a roadmap for responsible stewardship of Authority assets into the future.

Asset management is an ongoing process that requires regular review and refinement. As additional condition assessments are completed, asset inventories are updated, and service requirements change, GRCA will continue to

improve the accuracy and effectiveness of this plan. Future updates will incorporate new information, emerging best practices, regulatory requirements, and changing organizational priorities to ensure that asset management remains aligned with the Authority's strategic objectives.

As the Gananaska Region Conservation Authority celebrates 80 years of conservation, watershed management, and environmental stewardship in 2026, it remains committed to the responsible management of its assets. Through proactive planning and investment, the Authority will continue to protect public investments, support resilient communities, deliver essential watershed services, and ensure that its infrastructure, facilities, lands, and equipment remain sustainable and available for future generations for decades to come.

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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STAFF REPORT – October 15, 2026

TO: Chair and Members of the Board of Directors

RE: Update on Consolidation of Conservation Authorities

The first meeting of the Eastern Lake Ontario Regional Conservation Authority (ELORCA) was held at September 14, 2026 at Quinte Conservation. Attached is the Regional Transition Committee Progress Update of that meeting.

At the transition committee meeting, Alison McDonald presented the action items to be completed as part of the transition plan. One of those items was the establishment of work streams that staff from the various conservation authorities would be asked to participate and lead.

The following workstreams, which generally consist of a staff member from each authority, except for the governance team which has limited members. Ganaraska staff have been identified on the teams as leading the team and participating as follows:

1. Governance and HR: no direct GRCA staff sitting on this, Linda Laliberte will be support if needed on this team

2. Finance: Lead: Linda Laliberte, CAO/Secretary Treasurer, Ganaraska

3. Communications Committee: Craig Smith, Communications and Creative Design Specialist, Ganaraska

4. Systems and Technology: Co-Lead: Jeff Moxley, GIS/IT Coordinator, Ganaraska will co-lead with staff from Cataraqui

5. Operations, Processes, Assets: Pam Lancaster, Conservation Lands Coordinator, Ganaraska

These workstreams have been provided templates and guidance documents as developed by EY for the Ontario Provincial Conservation Agency (OPCA) and some have had initial meetings. As you are aware, February 1, 2027 had been identified as the day when the 7 conservation authorities transition into ELORCA.

The next transition committee meeting that Chair Vicki Mink and I will be attending is the morning of October 15, 2026, the day of the Board of Directors meeting. A further verbal update will be provided at that meeting.

RECOMMENDATION:

THAT the Board of Directors receive the staff report for information.

Recommended by: _____


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

Regional Transition Committee Progress Update

RCA: *Eastern Lake Ontario*

Prepared by: *Alison McDonald*

Meeting Date: *September 14, 2026*

Purpose

This update summarizes transition planning activities discussed at the most recent Transition Committee meeting.

Key Updates

Planning Activities

- Reviewed a large-scale map of the new region including office locations, municipal boundaries, and major connecting infrastructure.
- Reviewed the Terms of Reference and discussed mechanisms for keeping staff and partners informed of the committee's progress.
- Reviewed the Transition Workplan which will include actions to be completed as part of the Go-Live Plan for February 1st, and actions to be completed as part of the longer-term Transition Plan.
- Transition workstreams will be established to work on action items from the Workplan; CA staff will be asked to participate and lead these workstreams.
- A Communications Committee will be formed to work on an engagement plan for staff and other interest holders.

Major Milestones

- Booked upcoming meeting dates and locations.
- Reviewed the Terms of Reference, Playbook, and Workplan process.
- Established workstream categories and introduced a communications committee.

Current Focus Areas

- Confirm details on materials to be shared from the Transition Committee meetings.
- Form workstream groups with CA staff and GM/CAO support.
- Engage with Canada Revenue Agency through designated CA contact group.

Upcoming Milestones

- The Project Executive will ask each CA to provide staff names for Transition workstreams.
- The Project Executive will bring concerns around the confidentiality undertaking back to OPCA for clarification.
- Next meeting: October 15, 2026