



**Grand River Conservation Authority
Agenda - General Meeting**

Friday, April 23, 2021

Immediately following the meeting of the Source Protection Authority

[Link to live stream](#)

Pages

1. **Call to Order**
2. **Certification of Quorum**
3. **Chair's Remarks**
4. **Review of Agenda**

THAT the agenda for the General Membership Meeting be approved as circulated.
5. **Declarations of Pecuniary Interest**
6. **Minutes of the Previous Meetings** 1

THAT the minutes of the General Membership Meeting of March 26, 2021 be approved as circulated.
7. **Business Arising from Previous Minutes**
8. **Hearing of Delegations**
 - a. Grand Valley Trails Association

Annie Cote-Kennedy, President GVTA
Charles Whitlock, Board Member
Laura Anders, Board Treasurer
9. **Presentations**
10. **Correspondence**
11. **1st and 2nd Reading of By-Laws**

12. Reports:

- a. Chief Administrative Officer's Report - Verbal Update
- b. GM-04-21-33 - General Insurance Renewal 2021-2022 10
THAT Report Number GM-04-21-33 – General Insurance Renewal 2021-2022 be received as information.
- c. GM-04-21-31 - Cash and Investment Status 14
THAT Report Number GM-04-21-31 Cash and Investment Status – March 2021 be received as information.
- d. GM-04-21-35 - Financial Summary 16
THAT the Financial Summary for the period ending March 31, 2021 be approved.
- e. GM-04-21-30 - Development, Interference with Wetlands and Alterations to Shorelines Regulation 19
THAT Report Number GM-04-21-30 - Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation be received as information.
- f. GM-04-21-32 - Conestogo Dam Concrete Rehabilitation Phase 2B - DR 21.013 Tender Award 21
THAT the Grand River Conservation Authority accept the tender with Marbridge Construction Ltd. in the amount of \$798,910 (including HST) as it was the lowest tender submitted meeting all tender requirements, and
THAT AECOM Canada Ltd. be retained to oversee the Contract Administration and Quality Assurance for the project at a cost \$100,457 (including HST).
- g. GM-04-21-34 - Current Watershed Conditions 23
THAT Report Number GM-04-21-34 – Current Watershed Conditions as of April 14, 2021 be received as information.

13. Committee of the Whole

14. General Business

15. 3rd Reading of By-Laws

16. Other Business

17. Closed Meeting

THAT the General Membership enter a closed meeting to discuss a confidential matter.

- a. Security of Property - Verbal Report

18. Next Meeting - May 28, 2021 at 9:30 a.m.

19. Adjourn

Regrets only to:

Office of the Chief Administrative Officer, Phone: 519-621-2763 ext. 2200



Grand River Conservation Authority

Minutes - General Membership Meeting

Date: March 26, 2021
Time: 9:30 am
Location: GRCA Zoom Virtual Meeting
Link to be distributed via email prior to meeting

Members Present Marcus Adili, Les Armstrong, Bruce Banbury, Robert Bell, Richard Carpenter, John Challinor II, Brian Coleman, Bernie Corbett, Cathy Downer, Jim Erb, Susan Foxton, Guy Gardhouse, Joan Gatward, Michael Harris, Helen Jowett, Daniel Lawrence, Geoff Lorentz, Ian MacRae, Kathryn McGarry, Jane Mitchell, Joe Nowak, Jerry Smith, Warren Stauch, Bruce Whale, Chris White

Regrets Kevin Davis

Staff Samantha Lawson, Karen Armstrong, Dwight Boyd, Beth Brown, Krista Bunn, Nancy Davy, Brandon Heyer, Sonja Radoja, Lisa Stocco, Pam Walther-Mabee, Ashley Graham, Martin Keller, Fred Natolochny, Sonja Strynatka, Eowyn Spencer

Others Ella Haley (Sustainable Brant/Better Brant)

1. Call to Order

The Meeting was called to order by the Chair at 9:30 a.m.

2. Certification of Quorum

The Secretary-Treasurer certified quorum with 22 Members present. A total of 25 Members attended the meeting.

B.Whale joined the meeting at 9:31 a.m.

3. Chair's Remarks

The Chair welcomed the Members and made the following remarks:

- The Grand River Conservation Foundation Community Conservation Grant applications will launch in the coming days. Information on these Grants can be found on the Foundation's website
- A town hall event hosted by the GRCA Chair, and GRCF Chair, Wayne Fyffe, specifically for the donors to the Guelph Lake Nature Centre project will be held in April. This virtual meeting will provide a forum for donors and members of the public to ask questions about the project. An invitation will be sent to Board members

J.Mitchell joined the meeting at 9:33 a.m.

4. Review of Agenda

The Chair noted the following additions to the agenda:

- A registered delegation has been added to agenda item 8
- A staff presentation has been added to agenda item 9

21-48

Moved By John Challinor II

Seconded By Warren Stauch

THAT the agenda for the General Membership Meeting be approved as amended.

Carried

5. Declarations of Pecuniary Interest

There were no declarations of pecuniary interests made in relation to the matters to be dealt with.

6. Minutes of the Previous Meetings

21-49

Moved By Bernie Corbett

Seconded By Bruce Banbury

THAT the minutes of the Annual General Meeting of February 26, 2021 be approved as circulated.

Carried

7. Business Arising from Previous Minutes

There was no business arising from the minutes of the previous meeting.

8. Hearing of Delegations

8.1 Ella Haley on behalf of Sustainable Brant/Better Brant - Re: Growing the Greenbelt

- Ella Haley provided a presentation for the Board on behalf of Sustainable Brant/Better Brant. The presentation included the organization's input for the Provincial consultation on Expanding the Greenbelt, highlighting study areas, urban river valleys, groundwater source protection, risks of development on natural and agricultural systems, and considerations of a proposed 'bluebelt'

area surrounding the greenbelt. The delegation requested that the GRCA consider the proposed option when providing input to the Province

- The Chair thanked the delegation for the presentation and Ms. Haley exited the meeting

9. Presentations

9.1 Conservation Areas 2021 Operations Update

- Pam Walther-Mabee provided a detailed presentation on plans for the 2021 operating season of GRCA's Conservation Areas, noting that staff are anticipating a busy season. The presentation highlighted modifications in operating plans based on pandemic related safety precautions and restrictions, and improvements made to systems implemented in the 2020 season.
- Modifications include a capacity management plan for each Conservation Area, limiting or pausing some services for the season, continued health and safety precautions to ensure staff and public safety, and online booking systems for camping and tubing. Conservation area programs and services have been thoroughly reviewed in relation to pandemic related requirements, and as a result some services will remain paused for the 2021 season. These services include: facility and boat rentals, shower facilities, food concessions, pools and splash pads.
- All Conservation Areas are expected to open on schedule on May 1, 2021. The online camping reservation system will open on April 6, 2021.
- P.Walther-Mabee also noted that there were no reported cases of COVID-19 in GRCA staff in the 2020 operating season
- Board members thanked P.Walther-Mabee for the presentation. In response to questions, P.Walther-Mabee noted that an alternate booking option will be available for those that cannot book online, and that washroom facilities will be opening in phases, as sections become open to the public
- There was brief discussion related to the possibility of rapid COVID testing within the parks, and it was noted that it would not be feasible to test patrons

10. Correspondence

None.

11. 1st and 2nd Reading of By-Laws

The First and Second readings occurred at agenda item 12.a

12. Reports:

12.1 GM-03-21-26 - Proposed Bylaw 1-2021

- K.Armstrong provided a detailed presentation highlighting the proposed changes to the GRCA Administrative By-Law. The key updates identified in the report are proposed as a result of recently enacted changes to regulations under the Conservation Authorities Act, and the addition of

making general membership meeting recordings available for viewing following meetings.

- Board members discussed the proclaimed changes and their impact on the GRCA and Board Governance. Discussion points highlighted Board concerns with changes in municipal and citizen representative appointments, term limits and rotations for Chair and Vice-Chair positions, potential conflicts with staff requesting exemptions to term limits, and clarity around the intended meaning of some of the proclaimed changes
- S.Lawson and K.Armstrong responded to questions, highlighting that exemption requests for representative appointments need to be submitted by municipalities, and requests for exemptions for term limits and rotations for Chair and Vice-Chair can come from CAs. Additionally, Conservation Ontario is currently seeking legal interpretation to help clarify the updated sections of the Act
- The Chair summarized the discussion with the following direction to GRCA staff: to seek clarity on the proclaimed changes related to board governance by consulting with Conservation Ontario and other conservation authorities, and report back to the Board with updated information. Once further information has been reviewed, a motion to request an exemption for term limits could be prepared by Past Chairs of the Board

21-50

Moved By John Challinor II

Seconded By Les Armstrong

THAT By-law 1-2021 be read a first, second and third time and adopted by the General Membership, to take effect on March 26, 2021;

AND THAT By-law 3-2020 be repealed on March 26, 2021;

AND THAT a copy of By-law 1-2021 be forwarded to the Ministry of Environment, Conservation and Parks and posted publicly on Grand River Conservation Authority's website.

Carried

12.2 GM-03-21-20 - Cash and Investment Status

21-51

Moved By Susan Foxton

Seconded By Ian MacRae

THAT Report Number GM-03-21-20 Cash and Investment Status – February 2021 be received as information.

Carried

12.3 GM-03-21-27 - Financial Summary

S.Radoja provided an update on GRCA's application to the Canada Emergency Wage Subsidy program, noting the following key points:

- The GRCA submitted applications for the CEWS benefit for 2020, with assistance from KPMG to ensure accuracy in the application process
- Some Ontario Conservation Areas have now received notice that they are not eligible to receive the benefit
- Funding has been received by the GRCA and is being held in a reserve fund while staff await confirmation of eligibility, in anticipation of potential clawbacks

K.McGarry joined the meeting at 10:35 a.m.

21-52

Moved By Geoff Lorentz

Seconded By Susan Foxtton

THAT the Financial Summary for the period ending February 28th, 2021 be approved.

Carried

12.4 GM-03-21-22 - Replacement Compact Backhoe and Tractor Purchase

- In response to a question, B.Heyer clarified that there was one bid submitted for this tender

21-53

Moved By Richard Carpenter

Seconded By Bruce Whale

THAT the Grand River Conservation Authority purchase one 2021 JCB 3CX Compact Backhoe Loader from Advance Construction Equipment Limited in the amount of \$110,000.00 excluding HST, and one 2021 John Deere 4052R, 4WD tractor with a cab and front loader from Premier Equipment Limited in the amount of \$61,185.72 excluding HST.

Carried

12.5 GM-03-21-23 - Replacement Truck Purchase

21-54

Moved By Joan Gatward

Seconded By Ian MacRae

THAT the Grand River Conservation Authority purchase one 2021 Dodge Ram 1500 Pickup Truck from Blue Mountain Chrysler in the amount of \$31,896.00 excluding HST, one 2021 Chevrolet Silverado 2500 Pickup Truck from Scherer's Chevrolet in the amount of \$42,741.55 excluding HST, and one 2021 Chevrolet Silverado 3500 Pickup Truck from Scherer's Chevrolet in the amount of \$45,029.45 excluding HST.

Carried

12.6 GM-03-21-24 - 2021 Road Surface Treatment Tender Results

21-55

Moved By Susan Foxton

Seconded By Geoff Lorentz

THAT Grand River Conservation Authority award the tender for the 2021 road surface treatments to Cornell Construction Limited of Brantford, Ontario up to the amount of \$265,100.00 excluding HST;

AND THAT a total project budget of \$292,000.00 excluding HST be approved.

Carried

12.7 GM-03-21-21 - Development, Interference with Wetlands and Alterations to Shorelines Regulation Permit Application 188/20

- F.Natolochny provided a detailed overview of a permit application that requires Board approval as it does not meet the guidelines for delegation approval. The presentation also highlighted that the Board approved policies for delegated approval do not include considerations for this specific application as it relates to slopes and erosion, and that a review of the policy may be required to address this gap
- Board members discussed the application and F.Natolochny responded to questions, noting that the conditional approval has been discussed and agreed to by the applicant

C.White was temporarily disconnected from the meeting at 10:54 a.m. S.Foxton assumed the Chair until C.White rejoined the meeting at 10:59 a.m.

21-56

Moved By Richard Carpenter

Seconded By Bob Bell

THAT the Grand River Conservation Authority approve permit application number 188/20 subject to:

Conditions:

1. The submission and approval of final plans to the satisfaction of Grand River Conservation Authority staff.
2. Retaining walls to be designed and installed by a qualified professional as indicated in the Slope Stability Assessment report prepared by Chung and Vander Doelen Engineering Ltd.

Carried

12.8 GM-03-21-25 - Province of Ontario Consultation on Growing the Size of the Greenbelt

- N.Davy provided a detailed presentation relating to the Provincial consultation on Growing the Greenbelt. The presentation highlighted the expansion and study areas included in the proposed provincial plan, and

provided an overview of GRCA's submission of comments and key items for the province to consider before seeking further consultation

- Board members thanked N.Davy for the presentation, and discussed the proposed expansion area, and its impact on environmentally sensitive areas as well as areas outside of the proposed greenbelt

21-57

Moved By Jerry Smith

Seconded By Susan Foxton

THAT Report Number GM-03-21-25 Province of Ontario Consultation on Growing the Size of the Greenbelt be provided to the Ministry of Municipal Affairs through Environmental Registry Posting #019-3136.

Carried

12.9 GM-03-21-29 - March 2021 Flood Event

- D.Boyd provided a presentation on the recent weather event that triggered flooding across the Grand River watershed. The presentation highlighted the weather system that triggered the event, water flow levels, flood messages issued, areas that were more greatly affected by flooding, and recently updated floodzone mapping in Grand Valley and Waldemar which helped facilitate emergency response in those communities. D.Boyd also highlighted the GRCA website which provides real-time data and up-to-date flood warning information, and its role in reducing phone calls and inquiries during emergency response

21-58

Moved By Kathryn McGarry

Seconded By Brian Coleman

THAT Report Number 03-21-29 – March 2021 Flood Event be received as information.

Carried

12.10 GM-03-21-28 - Current Watershed Conditions

- B.Corbett inquired about Lake Erie levels and mitigation measures in place for those areas, as well as current conditions in the lower grand. D.Boyd shared the GRCA Lake Erie webpage that is available to the public in real time and highlights floodzones and shows predicted water levels of the lake, and noted that the Lake Erie water level does appear to declining. The lake level is affected by runoff in the upper lakes and precipitation in those areas

21-59

Moved By Bruce Whale

Seconded By Michael Harris

THAT Report Number GM-03-21-28 – Current Watershed Conditions as of March 17, 2021 be received as information.

Carried

13. Committee of the Whole

Not required.

C.White was temporarily disconnected from the meeting at 11:41 a.m. S.Foxton assumed the Chair until C.White rejoined the meeting at 11:43 a.m.

14. General Business

There was no General Business.

15. 3rd Reading of By-Laws

Completed at agenda item 12.a.

16. Other Business

- W.Stauch acknowledged Norah Chaloner, a long-time environmental advocate, who won this year's Hugh Whiteley Lifetime Achievement Award. Norah has been a valued member of the Heritage Working Group and was the Chair of the 2015 Heritage Day workshop
- L.Armstrong wished to share appreciation on behalf of Wilmot Township of Trevor Heywood and GRCA staff for their work on a wetlands project in New Hamburg. The Chair thanked L.Armstrong for the kind words
- G.Gardhouse inquired about the status of the Provincial working group for feedback related to changes to the CA Act, and S.Lawson responded that the group is meeting biweekly, and a smaller group meets weekly. The groups are very active and hopeful that regulations will be released soon. S.Lawson will keep the Board informed of pertinent updates as they occur

17. Closed Meeting

- The Chair asked if there were questions related to the Minutes of the previous closed session. Seeing that there were none, the Board did not enter a closed session and the Chair continued the meeting

17.1 Minutes of the Previous Closed Session

21-60

Moved By Richard Carpenter

Seconded By Guy Gardhouse

THAT the Minutes of the previous closed session be approved as circulated.

Carried

18. Next Meeting - April 23, 2021 at 9:30 a.m.

19. Adjourn

The meeting was adjourned at 11:51 a.m.

21-61

Moved By Richard Carpenter

Seconded By Guy Gardhouse

THAT the meeting of the General Membership be adjourned.

Carried

Chair

Secretary-Treasurer

Grand River Conservation Authority

Report number: GM-04-21-33
Date: April 23, 2021
To: Members of the Grand River Conservation Authority
Subject: 2021-22 General Insurance Renewal 2021-2022

Recommendation:

THAT Report Number GM-04-21-33 – General Insurance Renewal 2021-2022 be received as information.

Summary:

The Grand River Conservation Authority (GRCA) obtains general insurance as part of a group consisting of 34 Conservation Authorities and Conservation Ontario. The policies run from April 1 to March 31 each year. The policy terms, renewals, loss reviews, and other administrative matters are overseen by the Conservation Ontario General Insurance and Benefits Committee (Insurance Committee), which consists of 10 senior staff from Conservation Authorities (including GRCA) and the General Manager of Conservation Ontario. This Committee reports to Conservation Ontario Council and, in addition to carrying out a number of ongoing risk management activities, the committee reviews and approves renewal terms annually.

The Insurance Committee met with Marsh on March 24, 2021 to review the proposed coverage and premiums for 2021-2022 and the committee approved the April 1, 2021 renewal as recommended by Marsh. A summary of GRCA's 2021-2022 premiums is included below. In total, GRCA's insurance premiums will increase by \$80,292 or 21.93% with total premiums of \$446,379.

Report:

Background

The Insurance Committee was formed in 1986 on the basis that obtaining coverage through a group rather than individually provides better value, allows sharing of administration costs and risk management experience/expertise, as well as helping to offset the impact of significant claims that may arise at one Authority. GRCA was one of the founding members of the group.

Marsh is the current insurance broker, and since being appointed in 2014, they have negotiated mainly favourable renewals. Marsh provides ongoing service to all Conservation Authorities and staff at the GRCA have found significant value from their practical expertise on risk management matters and assistance with claims management.

2021-2022 Renewal

Current market conditions are creating tough negotiations for insurance renewals. Since 2019, the insurance market has been considered a hard market due to record-breaking years of global catastrophes, increased frequency and severity of natural disasters, and a continuing and escalating litigious environment. Many insurers have experienced

combined loss ratios in excess of 100% which means that actual incurred losses and expenses exceed the premiums paid. It is also important to note the risk profile for Conservation Authorities does reflect high susceptibility to weather-related, vandalism, and fire damage claims.

Based on overall market conditions and the actual experience of the group in the 2020-2021 claim period, as well as several years before that, the group will experience an average rate increase of 17.4% plus a 4% exposure increase (increased property values, vehicles, etc) for the 2021-2022 policy period.

The largest premium increases are in cyber, umbrella, and directors and officers (D&O) insurance. Cyber insurance is experiencing significant premium increases due to an increase in frequency and severity of ransomware cyber attacks over the past couple of years, and in particular in the past year with such a significant shift to remote work. In addition to the increased premiums, the insurer has also stipulated specific minimum security requirements for eligibility for coverage.

The umbrella insurance has not increased much historically and the increasing frequency and severity of claims combined with increasing defense costs have created the need to increase the premiums.

Within the Conservation Ontario group, there have been a number of claims under Directors and Officers Liability coverage which has resulted in a large increase in terms of percentage but not substantive in terms of real dollars.

Some coverage changes were introduced with this renewal including a contagious disease exclusion under the Property policy to clarify that it is not intended to cover pandemics. A similar exclusion was added to the Commercial General Liability policy. The Cyber policy added minimum requirements for eligibility. The insurer advised that they will be discontinuing umbrella coverage under the Errors and Omissions policy and the broker has advised that the group will seek to buy excess base coverage accordingly.

A list of the current insurance policies, with carriers noted, and a brief description of the coverage provided is attached as Appendix A.

Risk Management Program – 3D Team

Another service that Marsh provides to the Conservation Ontario group is a risk management program. This program provides significant value to the Conservation Authorities. The 3D team conducts risk assessments to determine the largest drivers of losses to help Conservation Authorities make informed operational decisions and prioritize risk management spending and they develop guidance documents on a variety of risk management topics relevant to Conservation Authorities.

The 3D team performs on-site assessments to identify site-specific risks and challenges in order to make recommendations for improvements to mitigate and reduce risks. They visited several GRCA properties in 2019 and prepared a summary report of suggestions which continue to be addressed where applicable. A site visit was planned for early April at Snyder's Flats but had to be postponed due to COVID.

Financial implications:

Total General Insurance premiums for the entire Conservation Authority group are approximately \$4.94 million (before tax). All policies were renewed with the incumbent insurers with varying changes in rates.

Since the policies are purchased at the group level, a number of formulas are used to allocate the premiums to the 34 Conservation Authorities. The formulas are designed to

measure the relative risk exposures at the individual Conservation Authorities. Due to changes in the statistics used (number of visitors, swimming areas, campsites, trails, Nature Centre classes, etc.), the portion allocated to an individual Conservation Authority can vary year-over-year.

In total, GRCA's insurance premiums will increase by \$80,292 or 21.93% in the 2021-2022 term, which is actually a smaller increase than last year. Details of the changes in the existing policies are as follows:

<u>POLICY</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>Change</u>	<u>% Change</u>
Commercial General Liability (CGL)	\$107,391	\$127,373	\$19,982	18.61%
Umbrella Liability	\$23,452	\$46,238	\$22,786	97.16%
Property	\$144,884	\$166,552	\$21,668	14.96%
Errors and Omissions	\$39,779	\$47,177	\$7,398	18.60%
Directors and Officers Liability	\$3,482	\$6,442	\$2,960	85.01%
Automobile	\$39,599	\$44,263	\$4,664	11.78%
Equipment Breakdown	\$4,579	\$4,889	\$310	6.77%
Crime	\$825	\$825	\$0	0.00%
Cyber	\$2,096	\$2,620	\$524	25.00%
Total Premium with Group	\$366,087	\$446,379	\$80,292	21.93%

In addition to the insurance premiums referenced above, there is a brokerage fee of \$30,112, which did not increase over 2020-2021, and tax on most lines of insurance (excluding automobile).

The 2021 budget for insurance expense is \$425,000. The forecast insurance expense (calendar year) will be increased by \$15,000 to \$440,000 as a result of the premium increases which came into effect on April 1, 2021 (partial year impact in 2021).

Other department considerations:

All departments provide input to the renewal documents to ensure adequate coverage for all of GRCA's property and activities.

Prepared by:

Karen Armstrong
Deputy CAO, Secretary-Treasurer

Approved by:

Samantha Lawson
Chief Administrative Officer

APPENDIX A – Current Policy Information

Commercial General Liability (QBE)

The Commercial General Liability (CGL) policy is the first source of coverage for bodily injury and third party property damage. The primary limit is \$1 million per occurrence (with no general aggregate) and the umbrella policy also applies. There is a \$5,000 deductible.

Umbrella Liability (QBE)

The umbrella policy provides a limit of \$14 million in excess of the primary liability, errors and omissions and automobile coverage. This is a dedicated limit per Authority and there is a \$10,000 self-insured retention.

Property (QBE)

This policy is for all risks including flood and earthquake, subject to policy exclusions. It also covers first party pollution cleanup of \$100,000 (annual aggregate) and debris removal (sub-limit of \$100,000 with \$25,000 deductible). GRCA's insured property values are approx. \$71 million. There is a \$10,000 deductible for most occurrences.

Errors and Omissions (QBE)

This coverage is for damages resulting from negligence in provision of certain professional services, including engineering and the issuance of permits or preparation of maps, plans and surveys. The primary limit is \$1 million per occurrence, with an annual aggregate of \$10 million for the group. There is a deductible of \$25,000.

Directors and Officers Liability (QBE)

This covers Directors and Officers for any claims that may result from wrongful acts while directing the affairs of the GRCA, the Source Protection Authority and the GRCA. At the present time, the Source Protection Committee is also covered. There is a limit of \$3 million per occurrence, with an annual aggregate limit of \$5 million per Authority. Defence costs are covered in excess of the limit of liability. There is no deductible.

Automobile (QBE)

This insurance is for all licensed vehicles in the motor pool with a premium of approximately \$350-\$550 per vehicle (depending on type of vehicle), based on a \$1,000 deductible. The limit of liability under this policy is \$1 million and the umbrella coverage also applies. GRCA's actual premium is adjusted during the year based on actual number of vehicles in the fleet.

Equipment Breakdown (QBE)

This policy covers property damage and losses resulting from sudden breakdown of equipment such as boilers, air conditioning equipment, motors, etc. There is a limit of \$25 million per accident, with a range of deductibles depending on the type of damage.

Crime (QBE)

This policy covers such acts as theft, employee dishonesty, counterfeit currency etc. with a range of limits between \$10,000 and \$150,000, depending on the type of crime. The deductible is \$500. Social Engineering coverage was added as an extension to cover fraud that occurs when an employee is duped into parting with the assets of the business. The deductible for this enhancement is \$5000.

Cyber (Axis Reinsurance Company)

This policy covers data breach expenses, crisis management expenses, privacy liability, network security liability, internet media liability, network extortion and regulatory proceedings. There is a limit of \$500,000 per claim with a range of deductibles depending on the nature of the claim.

Grand River Conservation Authority

Report number: GM-04-21-31
Date: April 23, 2021
To: Members of the Grand River Conservation Authority
Subject: Cash and Investment Status – March 2021

Recommendation:

THAT Report Number GM-04-21-31 Cash and Investment Status – March 2021 be received as information.

Summary:

The cash position included Notes Receivable of the Grand River Conservation Authority as at March 31, 2021 was \$34,143,382 with outstanding cheques written in the amount of \$287,431.

Report:

See attached.

Financial implications:

Interest rates, etc. are shown on the report.

Other department considerations:

Not applicable.

Prepared by:

Carol Anne Johnston
Senior Accountant

Approved by:

Karen Armstrong
Deputy CAO/Secretary Treasurer

Sonja Radoja
Manager of Corporate Services

**Grand River Conservation Authority
Cash and Investments Status Report
March 31, 2021**

BANK ACCOUNTS	Location	Type	Amount	Interest Rate
	CIBC	Current Account	12,239,857	0.65%
	RBC	Current Account	134,337	nil
	Wood Gundy	Current Account	0	nil
	CIBC - SPP Holding	Current Account	361,795	0.65%
TOTAL CASH - CURRENT ACCOUNT			12,735,989	

INVESTMENTS	Date Invested	Location	Type	Amount	Face Value Interest Rate	Yield Rate	Date of Maturity	2021 Total Interest Earned/ Accrued
		CIBC Renaissance	High Interest Savings Account	4,374,254	0.25%	0.25%	not applicable	10,322
		One Investment Savings	High Interest Savings Account	4,310,139	0.165%	0.165%	not applicable	7,111
	August 24, 2017	Bank of Montreal	Bond	1,550,000	1.61%	2.01%	October 28, 2021	25,384
	May 17, 2019	Bank of Nova Scotia	Bond	800,000	1.90%	2.15%	December 2, 2021	15,674
	June 17, 2019	Cdn Western Bank	Bond	1,542,000	2.788%	2.09%	September 13, 2021	22,659
	October 23, 2019	Cdn Western Bank	Bond	2,010,000	2.800%	2.78%	September 6, 2024	55,625
	December 23, 2019	Laurentian Bank	Bond	3,821,000	3.450%	2.57%	June 27, 2023	99,259
	January 16, 2020	Cdn Western Bank	Bond	3,000,000	2.597%	2.45%	September 6, 2024	73,383
TOTAL INVESTMENTS				21,407,393				\$309,417
TOTAL CASH AND INVESTMENTS				\$34,143,382				
* Reserve Balance at December 31st, 2020				23,899,839				

Investment By Institution

	<u>% of Total Portfolio</u>
C.I.B.C.	20%
Bank of Nova Scotia	4%
Bank of Montreal	7%
Royal Bank	0%
Laurentian	18%
Cdn Western Bank	31%
One Investment Program	20%
	<u>100%</u>

* Reserve balances are reviewed annually by the Board in November.

Grand River Conservation Authority

Report number: GM-04-21-35
Date: April 23, 2021
To: Members of the Grand River Conservation Authority
Subject: Financial Summary for the Period Ending March 31, 2021

Recommendation:

THAT the Financial Summary for the period ending March 31, 2021 be approved.

Summary:

The Financial Summary includes the 2021 *actual* year-to-date income and expenditures. The budget approved at the February 26, 2021 General Meeting is included in the *Budget* column. The *Current Forecast* column indicates an estimate of income and expenditures for the whole year. At this time a surplus of NIL at year-end is anticipated.

Report:

The Financial Summary is attached.

Financial implications:

The activity summarized will result in a NIL surplus at December 31, 2021.

Other department considerations:

The management committee and appropriate supervisory staff receive monthly financial reports and advise the finance department of applicable forecast adjustments.

Prepared by:

Kayleigh Keighan
Financial Controller

Sonja Radoja
Manager of Corporate Services

Approved by:

Karen Armstrong
Deputy CAO/ Secretary-Treasurer

**GRAND RIVER CONSERVATION AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING March 31, 2021**

SCHEDULE		Budget 2020	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
REVENUE								
Municipal								
General Municipal Levy (Operating)	various	10,977,000	10,977,000	11,275,000	3,758,333	11,275,000	11,275,000	0
General Municipal Levy (Capital)	various	950,000	950,000	950,000	316,667	950,000	950,000	0
Special Municipal Levy	various	150,000	71,943	130,000	4,680	130,000	130,000	0
Other	various	813,000	639,589	800,000	1,049,817	800,000	800,000	0
		12,890,000	12,638,532	13,155,000	5,129,497	13,155,000	13,155,000	0
Government Grants								
MNRF Transfer Payments	various	449,688	449,688	449,688	0	449,688	449,688	0
Source Protection Program-Provincial	various	720,000	681,421	640,000	36,122	640,000	640,000	0
Other Provincial	various	1,564,500	863,182	1,267,500	662,082	1,267,500	1,267,500	0
Federal	various	335,000	352,880	215,000	172,375	215,000	215,000	0
		3,069,188	2,347,171	2,572,188	870,579	2,572,188	2,572,188	0
Self Generated								
User Fees and Sales								
<i>Enquiries and Permits</i>	4	494,000	565,822	494,000	240,448	494,000	494,000	0
<i>Plan Input and Review</i>	4	400,000	410,804	400,000	178,855	400,000	400,000	0
<i>Nursery and Woodlot Management</i>	5	465,000	174,627	365,000	326,695	365,000	365,000	0
<i>Consulting</i>	4	0	0	0	3,726	0	0	0
<i>Conservation Lands Income</i>	10	71,000	78,542	71,000	5,348	71,000	71,000	0
<i>Conservation Areas User Fees</i>	13	9,000,000	6,124,125	7,200,000	808,845	7,200,000	7,200,000	0
<i>Nature Centres and Camps</i>	8	1,018,000	233,439	500,000	111,755	500,000	500,000	0
<i>Merchandising and Sales</i>	8	0	605	0	0	0	0	0
Property Rentals	11	2,873,000	3,041,678	2,898,000	1,090,586	2,898,000	2,898,000	0
Hydro Generation	12	515,000	799,841	530,000	54,820	530,000	530,000	0
Land Sales	10	0	3,419,145	0	0	0	0	0
Grand River Conservation Foundation	various	522,000	161,820	285,000	0	285,000	285,000	0
Donations	various	126,000	0	100,000	28,656	100,000	100,000	0
Landowner Contributions	5	200,000	47,289	200,000	133,820	200,000	200,000	0
Investment Income	14	490,000	488,691	565,000	50,762	565,000	565,000	0
Miscellaneous Income	various	8,000	295,185	8,000	1,507	8,000	8,000	0
Total Self-Generated Revenue		16,182,000	15,841,613	13,616,000	3,035,823	13,616,000	13,616,000	0
TOTAL REVENUE		32,141,188	30,827,316	29,343,188	9,035,899	29,343,188	29,343,188	0

**GRAND RIVER CONSERVATION AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING March 31, 2021**

SCHEDULE	Budget 2020	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change	
EXPENSES								
OPERATING								
Water Resources Planning & Environment	1	2,235,700	1,617,996	2,059,700	297,141	2,059,700	2,059,700	0
Flood Forecasting and Warning	2	764,700	658,712	828,800	130,617	828,800	828,800	0
Water Control Structures	3	1,749,700	1,590,655	1,785,700	276,497	1,785,700	1,785,700	0
Resource Planning	4	2,063,800	1,984,531	2,082,200	356,122	2,082,200	2,082,200	0
Forestry & Conservation Land Property Taxes	5	1,446,500	858,656	1,365,000	110,566	1,365,000	1,365,000	0
Conservation Services	6	867,200	685,337	635,200	85,136	635,200	635,200	0
Communications & Foundation	7	701,500	565,010	524,500	86,868	524,500	524,500	0
Environmental Education	8	1,376,600	602,324	840,600	101,370	840,600	840,600	0
Corporate Services	9	3,595,675	3,491,047	3,627,629	692,635	3,627,629	3,627,629	0
Conservation Lands	10	2,011,900	1,814,213	2,048,900	290,431	2,048,900	2,048,900	0
Property Rentals	11	1,563,200	1,218,702	1,478,200	264,954	1,478,200	1,478,200	0
Hydro Production	12	90,000	114,429	92,000	35,628	92,000	92,000	0
Conservation Areas	13	7,985,000	5,573,218	7,200,000	376,743	7,200,000	7,200,000	0
Miscellaneous	14	70,000	30,321	70,000	1,153	70,000	70,000	0
Information Systems	16	1,320,000	1,202,902	1,382,000	298,487	1,382,000	1,382,000	0
Motor Pool	16	929,000	714,759	936,000	140,069	936,000	936,000	0
Less: Internal Charges (IS & MP)	16	(2,249,000)	(1,917,661)	(2,318,000)	(438,556)	(2,318,000)	(2,318,000)	0
Total OPERATING Expenses		26,521,475	20,805,151	24,638,429	3,105,861	24,638,429	24,638,429	0
CAPITAL								
Water Resources Planning & Environment	1	110,000	5,932	110,000	9,744	110,000	110,000	0
Flood Forecasting and Warning	2	190,000	298,606	190,000	24,005	190,000	190,000	0
Water Control Structures	3	2,700,000	1,365,239	1,500,000	159,615	1,500,000	1,500,000	0
Nature Centres	8	0	0	0	0	0	0	0
Conservation Areas	13	2,150,000	795,020	1,500,000	31,072	1,500,000	1,500,000	0
Corporate Services	9	0	0	0	0	0	0	0
Information Systems	16	200,000	79,333	170,000	57,337	170,000	170,000	0
Motor Pool	16	550,000	476,828	450,000	(687)	450,000	450,000	0
Less: Internal Charges (IS & MP)	16	(245,000)	(645,826)	(163,000)	429,420	(163,000)	(163,000)	0
Total Capital Expenses		5,655,000	2,375,132	3,757,000	710,506	3,757,000	3,757,000	0
SPECIAL								
Water Resources Planning & Environment	1	240,000	241,858	220,000	24,482	220,000	220,000	0
Flood Forecasting and Warning	2	516,000	214,001	360,000	25,720	360,000	360,000	0
Forestry	5	100,000	25,635	100,000	1,306	100,000	100,000	0
Conservation Services	6	916,000	663,161	1,060,000	279,236	1,060,000	1,060,000	0
Environmental Education	8	50,000	54,753	0	10,517	0	0	0
Conservation Land Purchases/Land Sale Expenses	10	0	59,047	0	2,573	0	0	0
Conservation Lands	10	750,000	354,007	658,000	237,926	658,000	658,000	0
Miscellaneous	14	35,000	0	0	0	0	0	0
Source Protection Program	15	720,000	681,421	640,000	131,153	640,000	640,000	0
Total SPECIAL PROJECTS Expenses		3,327,000	2,293,883	3,038,000	712,913	3,038,000	3,038,000	0
Total Expenses		35,503,475	25,474,166	31,433,429	4,529,280	31,433,429	31,433,429	0
Gross Surplus		(3,362,287)	5,353,150	(2,090,241)	4,506,619	(2,090,241)	(2,090,241)	0
Prior Year Surplus Carryforward		377,287	377,287	316,241	377,287	316,241	316,241	0
Total Funding FROM Reserves (Funding)		6,234,000	3,351,954	5,150,000	494,066	5,150,000	5,150,000	0
Total Funding TO Reserves		(3,249,000)	(8,766,150)	(3,376,000)	(9,136)	(3,376,000)	(3,376,000)	0
Net Funding FROM/(TO) Reserves		2,985,000	(5,414,196)	1,774,000	484,930	1,774,000	1,774,000	0
NET SURPLUS		0	316,241	0	5,368,836	0	0	0

Grand River Conservation Authority

Report number: GM-04-21-30
Date: April 23, 2021
To: Members of the Grand River Conservation Authority
Subject: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation

Recommendation:

THAT Report Number GM-04-21-30 - Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation be received as information.

Summary:

To provide the General Membership of the Grand River Conservation Authority with a quarterly summary of permits approved and issued by staff which conform to current Grand River Conservation Authority policies for the Administration of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation Ontario Regulation 150/06.

Report:

Permit Report January, February and March 2021

Municipality	Total
City of Brantford	5
City of Cambridge	11
City of Guelph	9
City of Hamilton	6
City of Kitchener	11
City of Waterloo	4
County of Brant	19
Haldimand County	14
Norfolk County	1
Town of Erin	4
Town of Grand Valley	3
Town of Halton Hills	1
Town of Milton	3
Township of Amaranth	3
Township of Blandford-Blenheim	3

Municipality	Total
Township of Centre Wellington	25
Township of Guelph/Eramosa	16
Township of Mapleton	7
Township of Melancthon	1
Township of North Dumfries	6
Township of Perth East	1
Township of Puslinch	11
Township of Southgate	1
Township of Wellesley	5
Township of Wellington North	2
Township of Wilmot	11
Township of Woolwich	9

Total Permits in Q2: 192

Financial implications:

Not Applicable.

Other department considerations:

Not Applicable.

Prepared by:

Fred Natolochny
Supervisor of Resource Planning

Approved by:

Nancy Davy
Director of Resource Management

Grand River Conservation Authority

Report number: GM-04-21-32
Date: April 23, 2021
To: Members of the Grand River Conservation Authority
Subject: Conestogo Dam Concrete Rehabilitation Phase 2B - DR
21.013 Tender Award

Recommendation:

THAT the Grand River Conservation Authority accept the tender with Marbridge Construction Ltd. in the amount of \$798,910 (including HST) as it was the lowest tender submitted meeting all tender requirements, and

THAT AECOM Canada Ltd. be retained to oversee the Contract Administration and Quality Assurance for the project at a cost \$100,457 (including HST).

Summary:

A construction tender for project DR 21.013 Conestogo Dam – Downstream Concrete Rehabilitation Phase 2B was publicly advertised. The GRCA received and opened three (3) tender bids on March 24th, 2021 and recommends award of the contract to Marbridge Construction Ltd. as the low bidder.

Report:

The GRCA manages a large portfolio of water control structures. Annual inspections are performed at the structures and repair work is identified and then planned and prioritized as part of the 5 year budget forecasts. Concrete repairs were identified to address deterioration on the upstream and downstream wingwalls of Conestogo Dam.

Design work for concrete repairs at Conestogo Dam has been carried out by engineering consultant, AECOM Canada Ltd., and was initially planned to be carried out over four annual phases, with two phases for each of the upstream and downstream areas. Concrete repair work for the downstream area was tendered and initiated in 2019 as a two year project. Upon initiation of the work, quantities of removal and repair were found to exceed original estimates and the downstream repair work was revised to be carried out over three phases. The 2019 contract was adjusted to cover the revised phasing (phases 1 and 2A) and was successfully completed in 2020.

The current tender deals with the final phase of work on the downstream stilling basin (phase 2B). The project will include erection of scaffolding to access the vertical faces of the spillway walls up to some 10m in height above the water level. Weathered concrete will be chipped to a sound base and new concrete placement will be formed or patched as required.

The project tender was publicly advertised on the GRCA website along with the Bidding government contract web service. The tender period closed on March 24th at 2 p.m. with three tender submissions received. The tender opening was carried out at the

GRCA office by Gus Rungis, Senior Engineer, and with Dwight Boyd, Director of Engineering and Sonja Radoja, Manager of Corporate Services both attending virtually via Team video conference. Engineering consultants Gavan McDonald and Trevor Scott of AECOM also attended the opening virtually. The tender cost results are summarized in Table 1.

Table 1 – Tender Results

Contractor	Amount (Including HST)
Marbridge Construction Ltd.	\$798,910
MTM-2 Contracting Inc.	\$858,841
Bronte Construction	\$929,719

The tenders were reviewed by GRCA staff and AECOM Inc. AECOM has developed the design and tender for the project and is recommended to act on behalf of the GRCA as contract administrators for the project. All bids met submission requirements. The tender price was within the engineering pre-estimate value and project budget. Award of the tender is recommended to Marbridge Construction Ltd. as lowest bid and meeting all tender requirements including suitable experience on large projects.

Financial Implications:

Funding for this project has been included in the Water Control Structures maintenance budgets and a grant application has been submitted for funding under the provincial WECl program. The tender price met GRCA’s budget estimate and engineering estimates for the work. If provincial WECl funding is not approved GRCA would use the water control structures reserve to fund the shortfall.

Other department considerations:

Not applicable

Prepared by:

Gus Rungis, P.Eng.
Senior Water Resource Engineer

Approved by:

Dwight Boyd, P.Eng.
Director of Engineering

Grand River Conservation Authority

Report number: GM-04-21-34
Date: April 23, 2021
To: Members of the Grand River Conservation Authority
Subject: Current Watershed Conditions as of April 14, 2021

Recommendation:

THAT Report Number GM-04-21-34 – Current Watershed Conditions as of April 14, 2021 be received as information.

Summary:

March was a warm and dry month across the watershed resulting in melting of the snowpack and an early start to spring. The first half of April has continued to be very warm, but precipitation was near normal. Daytime temperatures have stayed above 10 degrees for most days with at least 3 days above 20 degrees in areas south of Shand Dam where temperatures have barely dropped below freezing in April.

The large reservoirs are at their normal operating levels for this time of the year, although Luther is on the lower side of normal. The reservoirs will continue to be filled gradually over the remainder of April and into May following the reservoir operating policy which balances the need for flood storage with the need to store water for summer low flow augmentation.

Lake Erie continues to be high, but is well below the levels at this time last year. The seasonal forecast from Environment Canada is for above normal temperatures and below normal precipitation, while the Ministry of Natural Resources and Forestry weather forecasters are predicting the rest of spring to be warm with near normal precipitation.

Report:

Precipitation

March was very dry across the watershed with all climate stations recording well below normal precipitation. The Shand climate station only recorded 62% of the long term average for the month. The last three months have all been fairly dry. The three month total is between 63% and 86% of the long term average.

The first half of April had near normal precipitation, although the majority of the precipitation occurred in the last few days. To date, in April many of the climate stations have recorded more precipitation than the entire month of March. For example, the Shand Dam climate station recorded 36.7mm of rain in March and 39.9mm of rain in the first 14 days of April.

Table 1 includes monthly and recent precipitation trends for select watershed climate stations. Monthly precipitation at the Luther Dam, Shand Dam and Shades Mill climate station from 2017 to 2021 is shown in **Figure 1**.

Table 1: Precipitation Averages at Watershed Climate Stations

Station	Monthly Precipitation		Percentage of Long Term Average					
	14-Apr (mm)	Long Term Average (mm)	Current Half Month	Last Full Month	Last 3 Full Months	Last 6 Full Months	Last 12 Full Months	Last 15 Full Months
Shand	39.9	77.8	103%	62%	72%	104%	104%	104%
Conestogo	47.2	79.5	119%	69%	63%	93%	94%	95%
Guelph	44.6	75.5	118%	70%	66%	110%	111%	109%
Luther	34.8	78.0	89%	71%	86%	115%	108%	108%
Woolwich	29.8	65.3	91%	75%	67%	99%	94%	100%
Laurel	50.2	78.9	127%	85%	64%	95%	93%	100%
Shades	40.9	78.4	104%	89%	75%	94%	100%	105%
Brantford	59.1	66.1	179%	74%	72%	99%	105%	107%

Air Temperatures

After a cold February, March was warm across the watershed. The average monthly temperature in March was approximately 3 degrees above the long term average. Many parts of the watershed saw temperatures reach 20 degrees on one or more days. The average monthly temperature in March normally ranges from -2.7 degrees in at Luther Dam to +0.6 degrees in Brantford.

The first half of April is continuing the warm trend seen in March. At the Shand Dam climate station the average temperature over the first 2 weeks of April is approximately 4.8 degrees above the normal average for the first half of April. Over the past 10 days, the daytime high was consistently above 10 degrees with 3 days above 20 degrees. Temperatures have not dropped below freezing since April 4th.

Figure 2 presents recent mean monthly air temperature departures from the long-term average recorded at Shand Dam.

Lake Erie Water Levels

During March the average lake level was approximately 0.53m above the long-term average, which was approximately 0.34m below the same month in 2020. In the first half of March, the average lake level was approximately 174.61m which is about 0.4m above the long-term average.

The long range forecast for Lake Erie is for the lake level to continue to increase over the next two months before dropping over the summer. Forecasts lake levels for 2021 are expected to stay below levels over the same period last year.

Figure 3 presents current and forecast Lake Erie level from the Canadian Hydrographic Service.

Reservoir Conditions

Shand, Conestogo and Guelph are at their normal operating level for this time of the year. The Luther reservoir is slightly below its normal upper operating level, but well within its normal operating range.

The reservoirs will continue to be filled over the remainder of April and into May following the established reservoir operating policy. Filling of the reservoirs must be balanced with maintaining sufficient flood storage. As the spring progresses, available water will be taken into storage following normal reservoir operating procedures.

Reservoir levels are shown in **Figures 4 and 5** for the four large reservoirs.

Long Range Outlook

The three-month forecast for April through June from Environment Canada is for above normal temperatures and below normal precipitation.

The Ministry of Natural Resources and Forestry is predicting May to be warm with normal to below normal precipitation and June to have near normal temperatures and near to below normal precipitation. The summer forecast is for above normal temperatures and near normal precipitation.

Flood Preparedness

Conditions are being monitored closely. Staff continue to hold weekly meetings as part of overall succession planning initiatives, dam operations and flood emergency preparedness.

A meeting is scheduled with Waterloo Region Community Emergency Management Coordinators for Thursday April 22nd. New flood zone mapping and plans to test the Conestogo Dam emergency preparedness plan will be discussed.

Staff participated in the Dufferin County Disaster School 2021 webinar focused on disaster planning in Dufferin County. Mark Anderson, one of GRCA's engineers and a senior operator in the flood management program, delivered a presentation.

Work continues to develop new flood zone mapping, meetings will be held with specific municipal emergency manage staff as this new mapping becomes available for specific areas of the watershed.

Financial implications:

Not applicable

Other department considerations:

Not applicable

Prepared by:

Stephanie Shifflett, P.Eng.
Water Resources Engineer

Approved by:

Dwight Boyd, P.Eng.
Director of Engineering

Figure 1: Precipitation at Luther Dam, Shand Dam and Shades Mill Dam 2017 to April 14, 2021

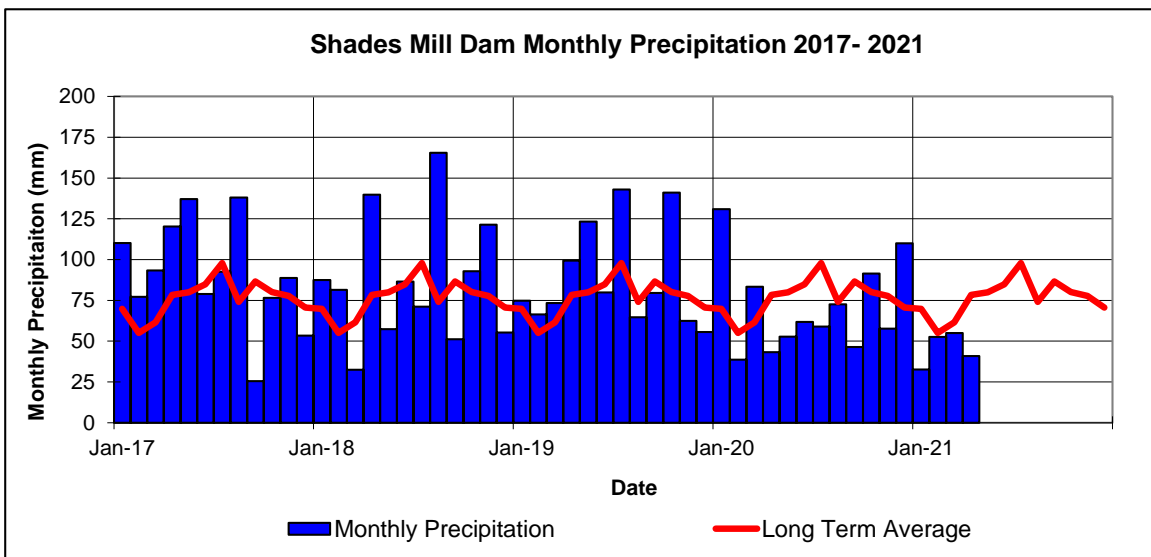
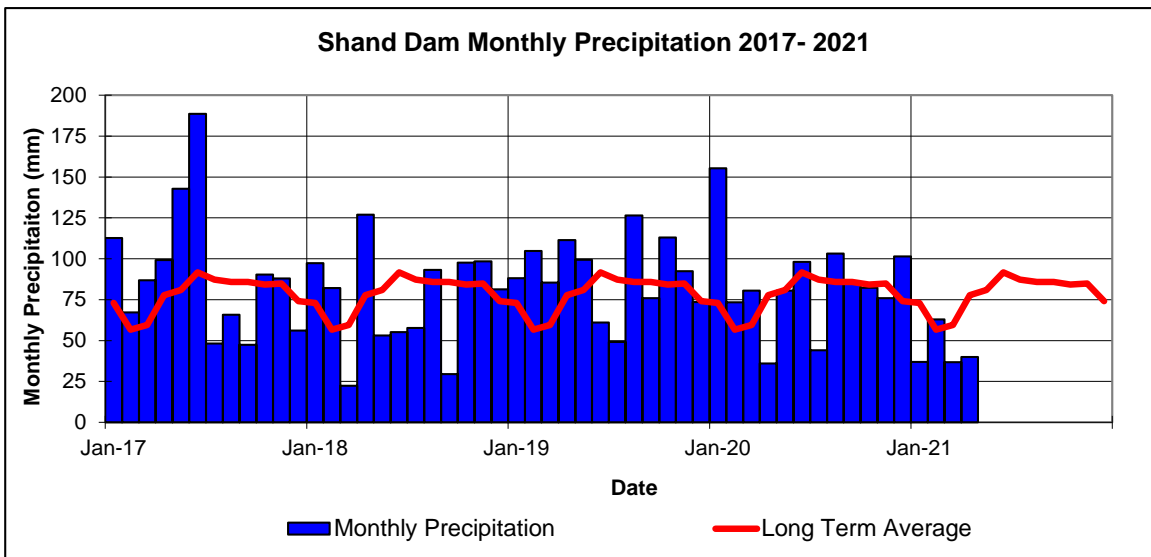
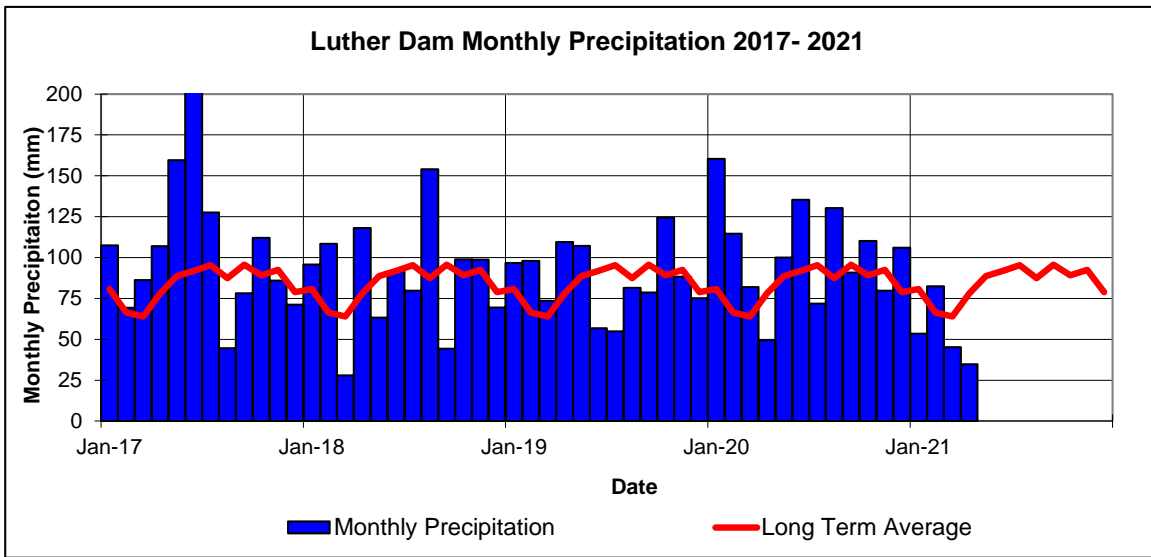


Figure 2: Departures from Average Air Temperatures at Shand Dam

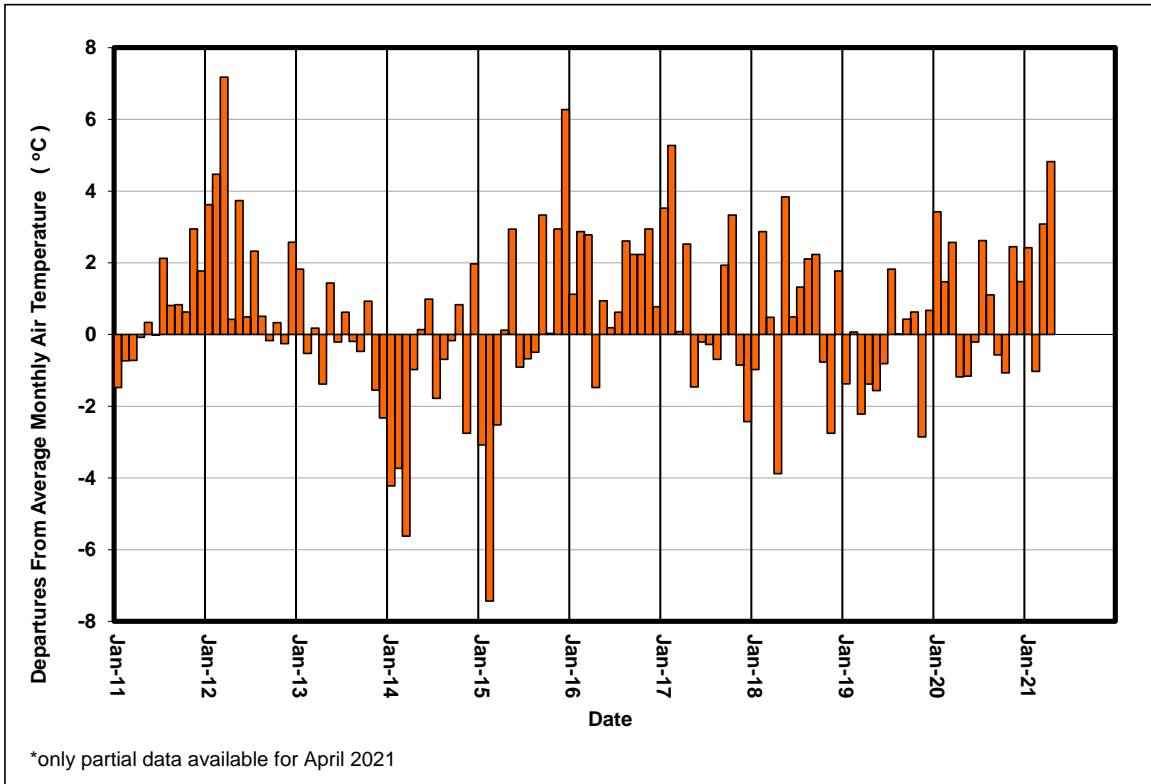


Figure 3: Forecasted Lake Erie Levels

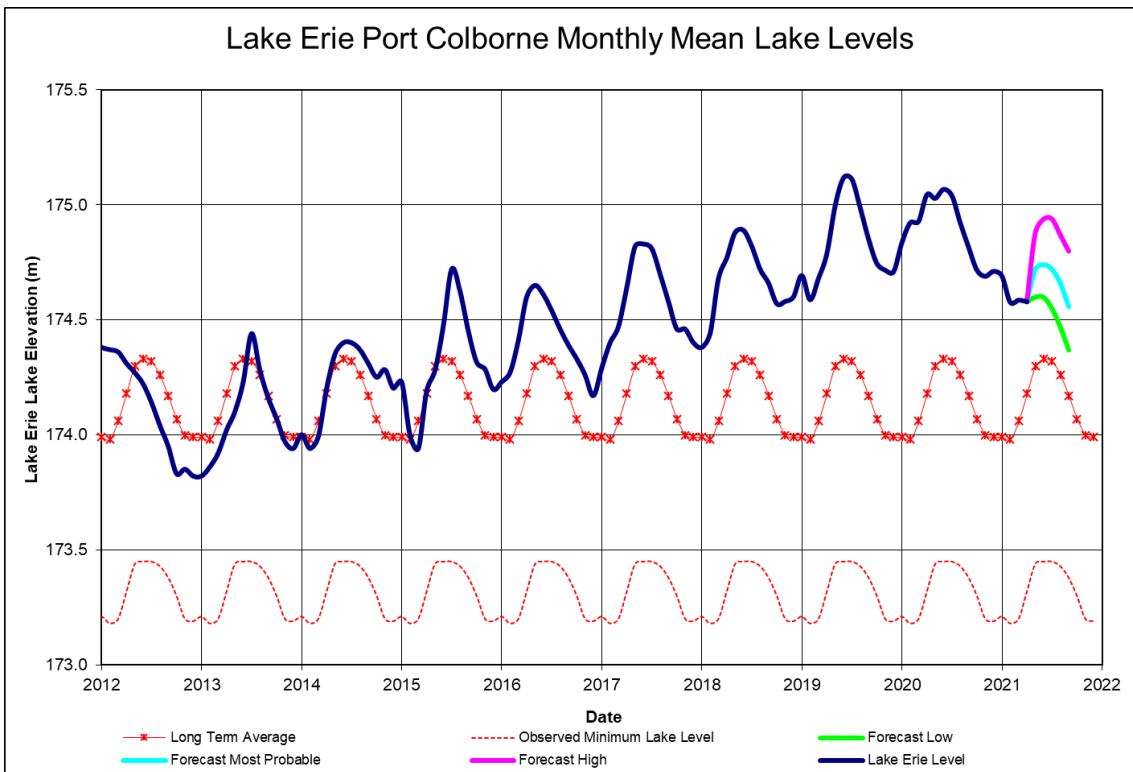


Figure 4: Shand and Conestogo Reservoir Elevation Plots

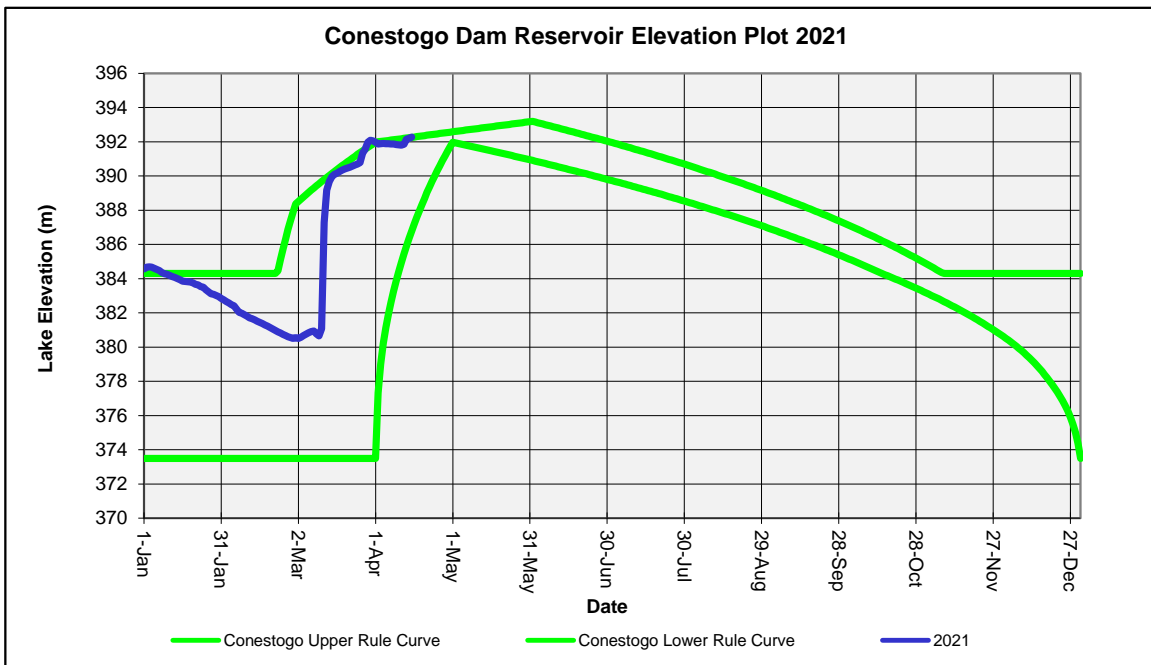
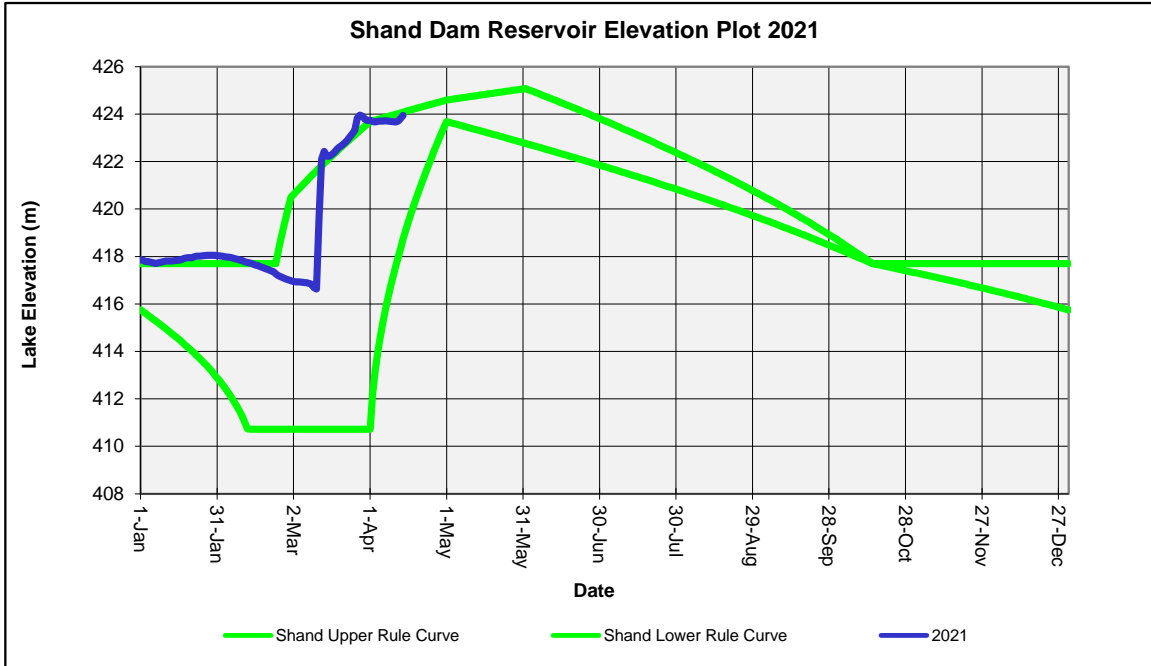
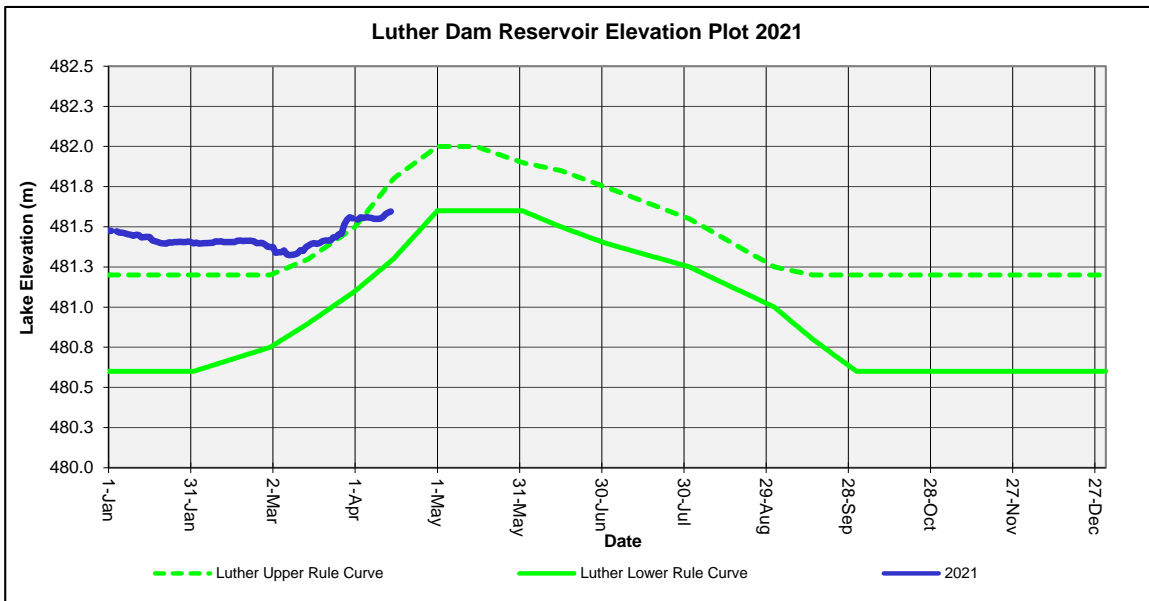
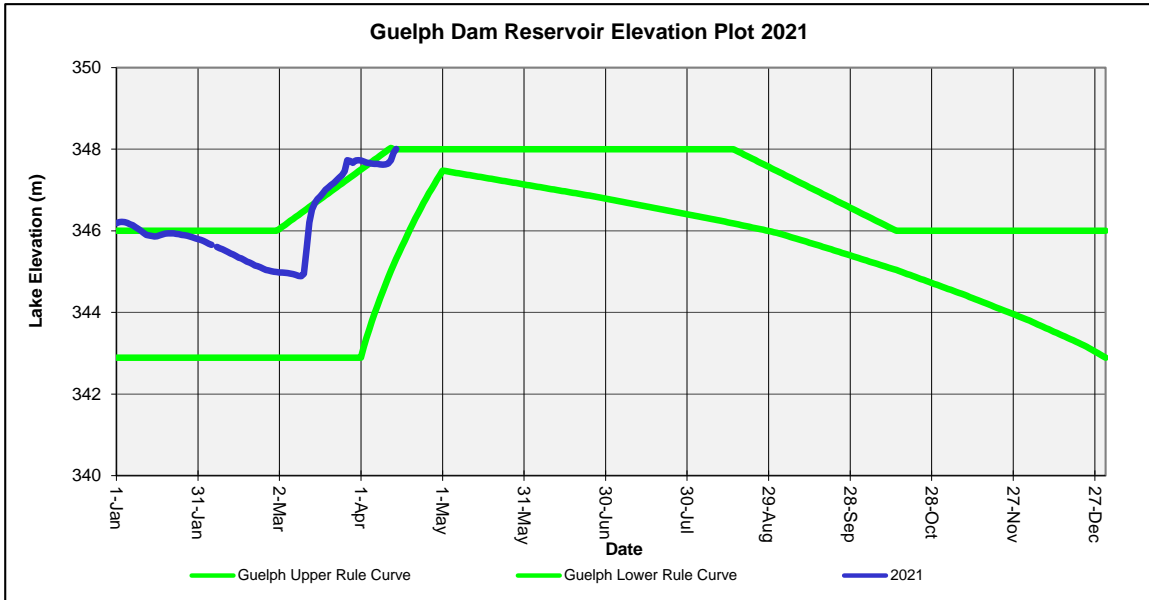


Figure 5: Guelph and Luther Reservoir Elevation Plots



Luther Dam Operating Curves

Luther Dam primarily provides a flow augmentation function to the upper Grand River and to Shand Dam. While it does provide some benefits from a flood control perspective, these benefits are limited due to the small drainage area regulated by Luther Dam.

The buffers between March 1st and September 30th define the operating range to meet downstream low flow targets. The lower buffer defines the lowest operating range for flow augmentation before reducing downstream flow augmentation targets. The earlier winter (January 1st to March 1st) and late fall (October 1st to December 31st) upper buffer curve is defined from ecologic considerations from the Luther Marsh Master Plan.