



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

Friday, December 17, 2021

9:30 a.m.

GRCA Zoom Virtual Meeting

Link to be distributed via email prior to meeting

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 November 26, 2021 be approved as circulated.
7. **Business Arising from Previous Minutes**
8. **Hearing of Delegations**
9. **Presentations**
 - a. Outdoor Environmental Education Update - Opportunities and Challenges in Adapting to COVID-19
10. **Correspondence**

- a. Ministry of Environment, Conservation and Parks - Chair and Vice Chair Term Limits and Rotations 9

THAT Correspondence from the Honorable David Puccini, Minister of Environment, Conservation and Parks regarding Chair and Vice Chair Term Limits and Rotations be received as information.

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

12. Reports:

- a. Minutes of the Ad-Hoc Conservation Authorities Act Committee - December 3, 2021 11

THAT the Minutes of the Ad-hoc Conservation Authorities Act Committee meeting of December 3, 2021 be received as information.

- b. GM-12-21-100 - Transition Plan - Requirement under Ontario Regulation 687/21 14

THAT the Grand River Conservation Authority Transition Plan be approved;

AND THAT the Transition Plan be circulated to all participating municipalities and the Ministry of Environment, Conservation and Parks.

- c. GM-12-21-89 - Chair's Report of the Audit Committee 20

THAT the Report of the Audit Committee be received as information.

- d. GM-12-21-90 - Budget 2022 Levy Notifications to Member Municipalities 21

THAT a letter be sent to participating municipalities on January 24, 2022 advising them of the General Membership meeting to be held on February 25, 2022 to approve the 2022 Budget and the municipal levy;

AND THAT the GRCA 2022 Budget Draft #2, which will be presented at the General Membership meeting on January 28, 2022 be included with the letter.

- e. GM-12-21-95 - Labour Relations Steering Committee 23

THAT an ad-hoc committee be formed, called the Labour Relations Steering Committee, comprised of the Chair, the Vice-Chair and one other to be named by the General Membership, and the Chief Administrative Officer;

AND THAT the role of this steering committee will be to provide direction to the management negotiating team, regarding the negotiation of a new Collective Agreement effective January 1, 2022.

- f. GM-12-21-93 - Per Diems and Honorariums for 2022 25
- THAT Report Number GM-12-21-93 – Per Diems and Honorariums for 2022 be received as information.
- g. GM-12-21-97 - Cash and Investment Status 27
- THAT Report Number GM-12-21-97 Cash and Investment Status – November 2021 be received as information.
- h. GM-12-21-98 - Financial Summary 29
- THAT the Financial Summary for the period ending November 30, 2021 be approved;
- AND THAT \$100,000 be transferred to the Personnel reserve;
- AND THAT \$100,000 be transferred to the Forestry reserve.
- i. GM-12-21-94 - Firewood Supply Tender Results 51
- THAT the Grand River Conservation Authority award the tender for the supply of firewood for the 2022, 2023 and 2024 camping seasons to Gerber's Firewood for the estimated sum of \$481,380.00 over a three year period (excluding HST).
- j. GM-12-21-101 - Guelph Lake City Link Trail Improvements 53
- THAT the Grand River Conservation Authority award the tender for the City Link Trail in Guelph to Roubos Farm Service Ltd. of Moorefield, Ontario for the amount of \$206,498.63 excluding HST;
- AND THAT a total budget of \$230,000.00 excluding HST be approved.
- k. GM-12-21-92 - New Guelph Lake Nature Centre Update and Preliminary Redesign 56
- WHEREAS the GRCA remains committed to supporting the construction of a new Guelph Lake Nature Centre;
- THEREFORE BE IT RESOLVED THAT staff proceed with obtaining revised detailed design plans, and seeking planning and permit approvals.
- l. GM-12-21-96 - LDD Moth Update 62
- That Report Number GM-12-21-96 – LDD Moth Update be received as information.

m. GM-12-21-91 - Grand River Watershed Flood Warning System 69

THAT Report Number GM-12-21-91 – Grand River Watershed Flood Warning System be received as information.

n. GM-12-21-99 - Current Watershed Conditions 74

THAT Report Number GM-12-21-99 – Current Watershed Conditions as of December 8, 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. Minutes of the previous closed session

b. Proposed or pending disposition or acquisition - Town of Erin

18. Next Meetings

General Membership & Election of Officers - January 28, 2022 at 9:30 a.m. - **Election of Officers notification and information will be distributed to the Board by email on January 4, 2022**

19. Adjourn



Grand River Conservation Authority Minutes - General Membership Meeting

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

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

Regrets Marcus Adili, Geoff Lorentz

Staff Samantha Lawson, Karen Armstrong, Dwight Boyd, Beth Brown, Krista Bunn, Nancy Davy, Brandon Heyer, Sonja Radoja, Pam Walther-Mabee, Eowyn Spencer, Martin Keller

1. Call to Order

The Meeting was called to order by the Chair at 9:35 a.m.

2. Certification of Quorum

The Secretary-Treasurer certified quorum with 21 Members present. A total of 24 Members attended the meeting.

3. Chair's Remarks

The Chair made the following remarks in the preceding Source Protection Authority meeting and they are copied here for ease of reference:

- Reminder that the Audit Committee will meet immediately following adjournment of the General Membership. Audit members are asked to remain on the call once adjourned.
- GRCA staff will be holding a virtual employee recognition and appreciation event on December 3. I will be offering opening remarks to bring greetings and congratulations on behalf of the Board to all of our employees, as well as those celebrating milestone years with the GRCA.

- Samantha has been meeting with senior staff at participating municipalities to begin initial discussions related to key contacts and information sharing on the new regulations under the Conservation Authorities Act. Meetings have been well received so far and will continue to be scheduled as needed.
- Senior staff have also been continuing to present the draft 2022 budget as requested as in previous years. This month presentations were provided to Guelph, Mapleton, and Region of Waterloo Councils.

M.Harris joined the meeting at 9:36 a.m.

4. Review of Agenda

21-164

Moved By Les Armstrong

Seconded By Ian MacRae

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

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

21-165

Moved By John Challinor II

Seconded By Ian MacRae

THAT the minutes of the General Membership Meeting of October 22, 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

There were no Delegations.

9. Presentations

There were no Presentations.

10. Correspondence

None.

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

None.

12. Reports:

12.1 Minutes of the Ad-Hoc Conservation Authorities Act Committee - October 29, 2021

21-166

Moved By Joan Gatward

Seconded By Jane Mitchell

THAT the Minutes of Ad-Hoc Conservation Authorities Act Committee meeting held on October 29, 2021 be received as information.

Carried

12.2 GM-11-21-80 - Draft Transition Plan - Requirement under Ontario Regulation 687/21

- The Chair noted that to meet the Provincial requirement, this draft transition plan will be circulated to the GRCA's participating municipalities with a final version coming back to the Board for approval at the December Board meeting.

K.Davis joined the meeting at 9:37 a.m.

21-167

Moved By Bernie Corbett

Seconded By Kathryn McGarry

THAT the Grand River Conservation Authority Draft Transition Plan be approved;

AND THAT the Draft Transition Plan be circulated to all participating municipalities;

AND THAT the finalized Transition Plan be presented to the General Membership for approval at the December meeting.

Carried

12.3 GM-11-21-77 - Cash and Investment Status

21-168

Moved By John Challinor II

Seconded By Ian MacRae

THAT Report Number GM-11-21-77 Cash and Investment Status – October 2021 be received as information.

Carried

12.4 GM-11-21-88 - Financial Summary

21-169

Moved By Bruce Banbury

Seconded By Jerry Smith

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

Carried

12.5 GM-11-21-85 - Reserves 2021

21-170

Moved By John Challinor II

Seconded By Brian Coleman

See report for full motion.

Carried

12.6 GM-11-21-81 - Complimentary GRCA Membership Passes 2022

- K.Davis raised a concern regarding public perception of Board Members and watershed politicians receiving passes for free entry to the Conservation Areas, noting that some similar organizations have ended the practice of providing gratuities to politicians.
- Board members discussed the concern, and provided historical information regarding the practice of providing free memberships to Board members and other watershed politicians and heads of councils.
- The Board generally agreed that the purpose of the passes is to provide Board members and local provincial and federal representatives to be able to access the pay-for-use areas in order to view the grounds and better understand the programming and services provided by Conservation Authorities.
- It was also noted that there is a boost to staff morale when Board members enter the conservation areas, providing employees the opportunity to highlight their work and their role in providing recreational activities to our watershed citizens.
- K.Davis inquired about data related to usage of the free memberships, and K.Armstrong noted that data on specific card use is not available.
- K.Davis will consider the information provided and discuss a potential notice of motion to be provided in accordance with GRCA's procedural by-laws if warranted.

21-171

Moved By Joe Nowak

Seconded By Susan Foxton

THAT Report Number GM-11-21-81 – 2022 Complimentary GRCA Membership Passes be received as information.

Carried

12.7 GM-11-21-83 - Conservation Area User Fees 2022

- B.Corbett inquired about the varied nature of the increase, and P.Walther-Mabee responded that some increases are higher as the conservation areas are aligning rates with specific amenities, such as premium waterfront sites. The difference in increases reflects that premium sites will have a higher rate.

21-172

Moved By Richard Carpenter

Seconded By Brian Coleman

THAT the proposed 2022 Conservation Area user fees be approved and become effective as of January 1, 2022.

Carried

12.8 GM-11-21-79 - Permit, Planning and Inquiry Fee Schedule 2022

21-173

Moved By Richard Carpenter

Seconded By Les Armstrong

THAT the proposed 2022 Permit, Planning and Inquiry Fee Schedule be approved and become effective as of January 1, 2022.

Carried

12.9 GM-11-21-82 - Water and Sanitary Servicing Consulting Services

21-174

Moved By John Challinor II

Seconded By Susan Foxton

THAT the Grand River Conservation Authority retain R.J. Burnside and Associates to provide consulting services related to water and sanitary servicing for a term of three years and an option to extend the assignment for up to two additional one-year terms;

AND THAT a total budget of \$157,136.86 excluding HST be approved which includes the 3 year assignment, 2 optional one-year terms and a 10% contingency.

Carried

12.10 GM-11-21-84 - Head Office Life Safety System Upgrades

21-174

Moved By Kathryn McGarry

Seconded By Cathy Downer

THAT the Grand River Conservation Authority award the tender for the Life Safety Systems Upgrades at the GRCA Head Office to Live Electric of Cambridge, Ontario for the amount of \$114,944.20 excluding HST;

AND THAT a total budget of \$134,944.20 excluding HST be approved.

Carried

12.11 GM-11-21-86 - Update on Lands Declared Surplus - Guelph

- In response to a question from the Board about the demolished stone materials, B.Brown noted that salvaged components of the building have been transported to the City of Guelph to be stored for the potential to be used for rehabilitation of other Heritage buildings.

21-176

Moved By Susan Foxton

Seconded By Jerry Smith

THAT the Grand River Conservation Authority General Membership receive GM-11-21-86 – Update on Lands Declared Surplus as information.

Carried

12.12 GM-11-21-88 - Snowmobiling on GRCA Properties

- Following a question regarding complaints from other trail users, B.Brown noted that the multi-use purposes of the trails was taken into consideration to minimize user conflicts on the snowmobile trails.
- The Chair noted previous Board discussions regarding challenges with insurance and liability with snowmobile use on GRCA trails, and said staff are working to accommodate the activity where feasible.
- M.Harris thanked staff for continuing to work with the snowmobiling clubs to find an agreeable solution to the concerns about use of the GRCA properties.
- K.Davis noted that conflicts amongst trail users can create challenges. B.Brown noted that multiple uses of trail systems are a consideration in coming to agreements, and said that this specific area is part of the OFSC network, which is part of the provincial network of trails.

W.Stauch joined the meeting at 9:56 a.m.

21-177

Moved By Brian Coleman

Seconded By Ian MacRae

THAT the Grand River Conservation Authority enter into a license agreement with the Lake Conestoga Snowmobilers Inc. for the use of a seasonal cottage, auxiliary structures and to establish a snowmobile trail network, provided mutually agreeable revisions to the licensing agreement are made.

Carried

12.13 GM-11-21-78 - Current Watershed Conditions

- R.Carpenter inquired about the GRCA's preparedness for climate adaptation in consideration of recent flooding events in British Columbia.
- D.Boyd noted that GRCA systems are constantly tested through live flood events, and collaboration with municipal flood coordinators helps ensure preparedness for extreme events. The GRCA flood warning system is effective, maintained, and constantly tested and reviewed to identify where improvements can be made.
- Board members noted that the work of conservation authorities should be regularly highlighted to the community to keep the public informed of our significant role in flood management and minimizing risks from flood damage.
- J.Smith thanked staff for providing the flood warning guide.

21-178

Moved By Susan Foxton

Seconded By Joe Nowak

THAT Report Number GM-11-21-78 – Current Watershed Conditions as of November 17, 2021 be received as information.

Carried

13. Committee of the Whole

Not required.

14. General Business

There was no General Business.

15. 3rd Reading of By-Laws

None.

16. Other Business

None.

17. Closed Meeting

21-179

Moved By Kathryn McGarry

Seconded By Richard Carpenter

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

Carried

The General Membership convened in closed session and the live meeting stream was paused.

21-180

Moved By Richard Carpenter

Seconded By John Challinor II

THAT the General Membership return to open session.

Carried

The General Membership reconvened in open session and the live meeting stream was resumed.

During the closed session, J.Smith noted that he was incorrectly recorded as absent for the previous closed session. The correction will be made for the final minutes.

17.1 Minutes of the previous closed session

21-181

Moved By Kathryn McGarry

Seconded By Susan Foxton

THAT the minutes of the previous closed session be approved as amended.

Carried

17.2 Labour relations or employee negotiations

21-182

Moved By Les Armstrong

Seconded By Bernie Corbett

THAT the salary ranges for non-union positions be increased by 2.00% effective January 1, 2022.

Carried

18. Next Meetings

- W.Stauch wished to acknowledge the Township of Guelph/Eramosa for one of their citizen's nomination for a Nobel Prize in economics. The Chair thanked W.Stauch, adding that the residents are proud to have Mr. Card as a member of their community, and the province.
- B.Corbett expressed concern about a recent news article regarding the conditions of the Grand River, noting that staff should consider a response to the comments being made.
- L.Armstrong shared the status of the *Mike Shout Wetlands Project* in Wilmot, noting a recent tree planting event held in coordination with the GRCA, Ducks Unlimited, and the Township. The event was well received by residents, and the project is expected to be nearing completion next year. It is hoped that the wetland will help mitigate some flooding events in Wilmot.

19. Adjourn

The meeting was adjourned at 10:25 a.m.

21-183

Moved By Richard Carpenter

Seconded By Warren Stauch

THAT the meeting of the General Membership be adjourned.

Carried

Chair

Secretary-Treasurer



357-2021-3380

December 9, 2021

Chris White, Chair
Grand River Conservation Authority
Email: chrisw@wellington.ca

Samantha Lawson, Chief Administrative Officer
Grand River Conservation Authority
Email: slawson@grandriver.ca

Dear Chris White and Samantha Lawson:

Thank you for your application submitted on September 29, 2021 on behalf of the Grand River Conservation Authority (GRCA) seeking a Minister's exception under the *Conservation Authorities Act* (CAA) relating to chair and vice-chair appointments.

After carefully considering your application regarding the appointment of the chair and vice-chair, I have decided to not grant the GRCA an exception to subsections 17 (1.1) and (1.2) of the CAA pursuant to my authority under clauses 17(1.3) (a) and (b). The rationale for this decision is outlined below:

- My ministry is of the understanding that GRCA elected the current chair and vice-chair for the 2021 term prior to the February 2, 2021 proclamations coming into effect under section 17 of the *Conservation Authorities Act*, therefore, the 2021 term appointments do not fall under the current requirements.
- With the GRCA chair and vice-chair currently serving their first one-year term, there is no need for an exception request under subsection 17(1.3) at this time. Should GRCA wish to apply for an exception to the chair or vice-chair provisions as members approach the end of their second consecutive one-year term, an exception request can be submitted in advance of the 2023 annual general meeting, as applicable.
- With 21 participating municipalities in the GRCA, where 12 of these municipalities make up four sub-groups and work together to appoint their members, there is opportunity for rotation of the chair and vice-chair positions amongst municipalities to ensure that a member who is appointed by a particular participating municipality is not appointed to succeed an outgoing chair or vice-chair from the same participating municipality.

...2


Chris White and Samantha Lawson
Page 2.

Please contact the Conservation Authority Office at ca.office@ontario.ca if you have further questions regarding the rotational requirements.

I note that the intent of the changes made through Bill 229, the *Protect, Support and Recover from COVID-19 Act (Budget Measures)*, 2020, to section 17 of the CAA was to encourage fuller representation and varying perspectives from participating municipalities in a conservation authority. Granting an exception to allow the GRCA to appoint chairs and vice-chairs to serve up to four consecutive one-year terms and to avoid the rotation requirement in perpetuity would in my opinion defeat the purpose of these changes. I encourage the GRCA membership to take this into account when considering future appointments to the positions of chair and vice-chair. I would ask that you share this correspondence with all members of the GRCA. If there are questions, please feel welcome to reach out to the Conservation Authority Office at ca.office@ontario.ca.

I appreciate the dedication of the GRCA for your continued work and contributions to protecting people and property from natural hazards, the conservation and management of conservation authority-owned lands, and your role in drinking water source protection. I look forward to continuing to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Piccini', with a stylized, flowing script.

David Piccini
Minister of the Environment, Conservation and Parks

c: Chloe Stuart, Assistant Deputy Minister, Land and Water Division, MECP
Kirsten Corrigan, Director, Conservation and Source Protection Branch, MECP
Conservation Authority Office (via ca.office@ontario.ca)



Grand River Conservation Authority Agenda – CA Act Regulations Committee

Date: December 3, 2021
Time: 9:30 a.m.
Location: GRCA Zoom Virtual Meeting
Members Present: John Challinor II, Susan Foxtan, Michael Harris, Helen Jowett, Chris White
Staff: Samantha Lawson, Karen Armstrong, Joe Farwell, Sonja Radoja, Eowyn Spencer

1. Call to Order

The Chair called the meeting to order at 9:31 a.m.

2. Certification of Quorum

Quorum was confirmed with 4 members present.

3. Chair's Remarks

None.

4. Review of Agenda

Moved by: Susan Foxtan

Seconded by: John Challinor

THAT the agenda for the Conservation Authorities Act Regulations Committee Meeting be approved as circulated.

Carried.

5. Declarations of Pecuniary Interest

None.

6. Minutes of the Previous Meeting

Moved by: Helen Jowett

Seconded by: John Challinor

THAT the minutes of the previous Conservation Authorities Act Regulations Committee Meeting held on October 29, 2021 be approved as circulated.

Carried.

7. Discussion Items:

7.1. Feedback on Draft Transition Plan

- S.Lawson advised the Committee that meetings with GRCA's participating municipalities are being held to discuss the transition plan and timelines associated with the regulatory requirements, and to identify members of staff who will act key contacts moving forward. During the meetings, some municipalities have shared concerns related to requirements for council approval, and having MOUs approved during an election year
- The regulatory requirement to have MOUs in place where applicable is January 1, 2024, for implementation in budget year 2024. To meet the requirement, the MOUs will need to be finalized before budget preparations begin in mid-2023.
- The draft plan was distributed to participating municipalities on November 29, and no formal comments or feedback has yet been received.

M.Harris joined the meeting at 9:36 a.m.

7.2. Programs and Services Inventory

- S.Lawson highlighted that a staff group comprised of herself, Karen Armstrong, Sonja Radoja, and Joe Farwell have completed a first draft of the programs and services inventory, noting that this inventory listing is another requirement under the new regulations.
- To comply with the regulation, all GRCA programs and services will be categorized according to the three categories defined by the Province. The categories are levy funded, municipally driven with agreements, and Board approved programs.
- S.Radoja provided a detailed overview of the current status of the categorized listing, and discussed breakdowns of levy and other sources of funding, highlighting that the draft charts are a first attempt to meet the criteria defined in the Transition regulation (O.Reg. 687/21) and that discussion and analysis will be ongoing.
- The Inventory will be submitted to the Province in February 2022, but can continue to be updated, if and when needed, through provincial reporting requirements under these regulations.
- The Committee discussed the inventory, and offered suggestions and areas where further considerations should be made.
- Other considerations discussed included new requirements under the remaining two regulations, which will include operational plans for lands and natural hazard areas, conservation area strategy and asset management, all which may also create an impact on future resource allocations.
- Board members further discussed the provincial requirements and the intended purpose of the new regulations. S.Lawson responded to questions and noted that further regulations related to levy allocation requirements are still expected.

7.3. Surplus Allocation – Verbal Discussion

- S.Radoja noted that there will be further discussion at the staff level related to the allocation of surplus revenues and how they may impact the categorization of the inventory listing before the next version is brought to the Committee for review.
- The Committee discussed the program suggestions under category 3, noting that further analysis for determining sustainable methods of self-generated or alternative funding will be required
- S.Lawson added that the GRCA has a strong transition reserve that can be used as a stabilization fund throughout the transition process as needed

7.4. Status of Meetings with Municipalities and Adjacent Conservation Authorities

- As previously noted, S.Lawson is meeting with GRCA's participating municipalities to discuss the regulatory requirements that will require collaborative discussion and agreements.
- S.Lawson said the initial meetings are going well, and municipalities are offering support through the process, and guidance and assistance where appropriate.

8. Next Steps

- Following discussion, it was confirmed that the Transition Plan and timeline will be prepared for Board approval at the December meeting. The draft Programs and Services Inventory will be prepared for the January meeting, and finalized for the February Annual General Meeting, which allows time for any suggested changes to be made before it is submitted to the Province.

9. Next Meeting – Friday January 14, 2021 at 9:30 a.m.

10. Adjourn

The meeting was adjourned at 10:45 a.m.

Grand River Conservation Authority

Report number: GM-12-21-100

Date: December 17, 2021

To: General Membership of the Grand River Conservation Authority

Subject: Final Transition Plan – Requirement under Ontario Regulation 687/21

Recommendation:

THAT the Grand River Conservation Authority Transition Plan be approved;

AND THAT the Transition Plan be circulated to all participating municipalities and the Ministry of Environment, Conservation and Parks.

Summary:

Not applicable.

Report:

Under *Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services*, each conservation authority is required to create a Transition Plan that outlines the steps to develop an inventory of programs and services (category 1-3) and to enter into agreements with participating municipalities to fund category 2: Municipal programs and services. The Transition Period starts on the date the regulation was released and ends on January 1, 2024.

On November 26, 2021, the draft Transition Plan was presented to the Board and circulated to all participating municipalities. Other than minor amendments to wording, no comments or concerns were received on the draft plan.

Once the Transitional Plan is approved, the plan will be circulated to all participating municipalities and the Ministry of Environment, Conservation and Parks prior to the legislative deadline of December 31, 2021. The Transition Plan will also be posted on the Grand River Conservation Authority's website for public access.

Financial Implications:

Not applicable.

Other Department Considerations:

Not applicable.

Submitted by:

Samantha Lawson
Chief Administrative Officer

Grand River Conservation Authority Transition Plan

Date: November 26, 2021

Amendments:

Background

In 2015, the Province initiated a review of the *Conservation Authorities Act*. Since then, Bill 139 (2017), Bill 108 (2019) and Bill 229 (2020) have been passed that included several amendments to the Act. The purpose of these amendments are to provide greater transparency, consistency, accountability and governance for Conservation Authorities. On October 4, 2021 the Ministry of Environment, Conservation and Parks (MECP) released the Phase 1 regulations to implement a portion of the amendments that were made to the *Conservation Authorities Act*. *Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services* was part of this grouping and requires the Grand River Conservation Authority (GRCA) to have a Transition Plan that outlines the steps to be taken to develop an inventory of programs and services and to enter into agreements with participating municipalities to fund municipal driven programs and services through a levy. It also establishes the transition period and timelines to enter into those agreements.

The purpose of the Transition Plan is to prepare the GRCA and participating/watershed municipalities for the change to the budgeting process based on the delivery and funding of the three categories of programs and services. These categories include:

1. mandatory programs and services where municipal levy could be used without any agreement;
2. programs and services subject to municipal approval and municipal funding through a MOU;
3. other programs and services an Authority determines are advisable, with alternate funding (e.g., provincial, federal, municipal agreement and/or self-generated revenue)

Under Regulation 687/21, the transition period is to be completed no later than January 1, 2024.

There are two main components to the transition period. The first part is to develop a Transition Plan which consists of a workplan/timeline for the completion of major milestones during the transition period, process of consulting and negotiating with municipalities on Memorandums of Understandings (MOUs) for the delivery of municipal requested programs and services and a draft inventory of programs and services offered by the GRCA. This Transition Plan is to be completed and submitted to MECP no later than December 31, 2021 and posted to the GRCA's website.

A final version of the inventory for programs and services is required to be circulated to participating municipalities and submitted to the MECP no later than February 28, 2022. The inventory for programs and services must also be posted to the GRCA's website.

The second part of the transition period includes developing, , negotiating and finalizing agreements (MOUs) with municipalities in accordance with the regulation for municipal programs and services. These agreements must be in place (Municipal Council and the General Membership approved) by January 1, 2024.

General Membership of the GRCA Approval Process

The General Membership of the GRCA is required to approve the Transition Plan and the Inventory of Programs and Services prior to the submission to MECP, circulation to municipalities and posting on the GRCA's website.

Recognizing the amount of work and input required by the GRCA to meet the transition date of January 1, 2024, the General Membership established an Ad-Hoc Governance Committee (Resolution No. 21-03 -January 22, 2021) to provide input and direction to staff on adapting to the changes of the *Conservation Authorities Act* and subsequent Regulations. This committee will meet regularly throughout the transition period.

Tracking of negotiations and milestones throughout the transition period will be provided to the Ad-hoc Committee for consultation and to the General Membership for approval. These quarterly reports will then be submitted to MECP and posted to the GRCA's website. Once the MOUs are approved by the General Membership and Municipal Council, these agreements will be made available to the public on the GRCA website.

The final submission report to MECP will contain all approved MOUs and the final Inventory of Programs and Services. This submission is due on January 31, 2024 and is the end of the transition period. The 2024 GRCA budget will reflect the revised funding framework.

Municipal Consultation Process

The GRCA has 38 watershed municipalities and 22 participating municipalities within its jurisdiction. Participating municipalities contribute to the general levy and also appoint members to the GRCA Board of Directors. The following are designated under the *Conservation Authorities Act* as GRCA participating municipalities:

- Town of Grand Valley
- Township of Amaranth
- Township of Melancthon
- Township of East Garafraxa
- Township of Southgate
- Township of Mapleton
- Township of Wellington North
- Township of Centre Wellington
- Town of Erin
- Township of Guelph/Eramosa
- Township of Puslinch
- City of Guelph
- Region of Waterloo
- Municipality of North Perth
- Township of Perth East
- Halton Region
- City of Hamilton
- Oxford County
- County of Brant
- City of Brantford
- Haldimand County
- Norfolk County

All participating municipalities will be circulated a copy of the approved GRCA Transition Plan.

Consultation with the participating municipalities will be ongoing throughout the transition period. Key contacts and timelines/meetings will be established with all participating municipalities and other interested watershed municipalities. Input received through these discussions and negotiations will be incorporated into the Inventory of Programs and Services on a continuous basis. GRCA staff will also be available to attend any council meeting, where requested.

Adjacent Conservation Authority Consultation Process

The GRCA shares municipal boundaries with 10 adjacent Conservation Authorities. It will be important to maintain contact and consult with senior staff at adjacent Conservation Authorities during the development of their Transition Plans, Inventory of Programs and Services and also when negotiating MOUs with shared municipalities. Wherever possible, staff will strive for consistency amongst the adjacent Conservation Authorities on terminology, conditions of agreements, etc.

The GRCA shares municipal boundaries with the following Conservation Authorities:

- Maitland Valley Conservation Authority
- Credit Valley Conservation
- Niagara Conservation Authority
- Hamilton Conservation Authority
- Conservation Halton
- Nottawasaga Valley Conservation Authority
- Grey Sauble Conservation
- Saugeen Conservation
- Upper Thames Conservation Authority
- Long Point Conservation Authority

Timelines and Deliverables during the Transition Period

Chart 1 and 2 provide a list of activities, deliverables and points of contact that the GRCA will complete in order to come into conformance with the new regulations. Any changes to timelines will require consultation with the Ad-hoc Committee, approval from the GRCA General Membership and identification/justification in the quarterly reports submitted to the MECP. Should the GRCA require an extension to the transition period, a request must be submitted to MECP prior to October 1, 2023 and approved by the General Membership.

End of Transition Period

As of January 1, 2024 all required MOUs will be in place and the new funding framework will be incorporated into the GRCA 2024 budget. The transition period will end unless the GRCA has requested an extension from the MECP.

A final report is to be submitted to MECP and each participating municipality by January 31, 2024 including the final version of the Inventory of Programs and Services and confirmation that the GRCA has entered into all necessary cost apportioning agreements. This final report will also be posted on the GRCA website.

Year		2021				2022	
Part 1: Transition Plan	Task	Sept.	Oct.	Nov.	Dec.	Jan	Feb
	Draft Transition Plan and determine process for consultation with participating municipalities (identification of other municipalities to be consulted)	X	X	X	X		
	Preliminary meetings with participating municipal staff on new regulations, timelines and initial discussion on municipal process and needs to complete required deliverables (where possible)	X	X	X	X		
	Internal consultation and creation of Programs and Services (P&S) Inventory, categorization P&S, determine high level costing		X	X	X		
	Prepare/update list of current municipal MOUs		X	X	X		
	Meet with Ad-hoc Committee* on draft Transition Plan and P&S Inventory, setting guiding principles and expectations for transition period		X	X	X		
	Meeting with adjacent Conservation Authorities to discuss timelines and P&S Inventory to facilitate consistent approach to January 1, 2024 deadline (where possible)		X	X	X		
	Presentations to Municipal council on new regulations and draft documents (when requested).			X	X	X	X
	Obtain approval from GRCA Board on Transition Plan			X	X		
	Circulation of Transition Plan to participating municipalities and other municipalities by request				X		
	Posting of Transition Plan to GRCA website				X		
	Submit Transition Plan to MECP				X		
	Meet with Ad-hoc Committee* on draft P&S Inventory (feedback incorporated from municipal/CA discussions)			X	X	X	
	Obtain approval from GRCA Board on P&S Inventory					X	
	Circulate P&S Inventory to participating and other municipalities						X
	Submit P&S Inventory to MECP						X
	Post P&S inventory to website						X

*Ad-Hoc Governance Committee, General Membership of the Grand River Conservation Authority

Year		2022												2023												2024
Part 2: MOUs/Agreements	Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
	Identify existing MOUs and prepare amendments to address regulations	X	X	X																						
	Draft template MOU for P&S Inventory that do not have any agreements			X	X	X	X																			
	Negotiate with participating municipalities and other municipalities on new MOUs	X	X	X	X	X	X			X	X	X	X	X	X	X	X	X	X			X	X			
	Meet with Ad-hoc Committee* to provide update/seek direction on negotiation/consultation process				X				X				X				X				X			X		
	Provide status reports to GRCA Board		X				X				X			X			X		X				X			
	Meet with adjacent CAs to discuss shared MOUs (where possible)	X	X	X			X	X	X			X	X	X			X	X	X							
	Submit 1 st progress report to MECP		X																							
	Submit 2 nd progress report to MECP							X																		
	Submit 3 rd progress report to MECP										X															
	Submit 4 th progress report to MECP													X												
	Submit 5 th progress report to MECP																X									
	Submit 6 th progress report to MECP																			X						
	Submit 7 th progress report to MECP																									
	Present to Municipal Councils on MOUs, P&S Inventory, etc.(where requested)																	X	X	X	X	X	X	X	X	
	Process for draft 2024 GRCA Budget																			X	X	X	X	X	X	X
	GRCA Board approval/ Municipal Council approval of MOUs																	X	X	X	X	X	X	X	X	
	Posting of MOUs to GRCA website																								X	
	Final Submission to MECP																									X

*Ad-Hoc Governance Committee, General Membership of the Grand River Conservation Authority

Grand River Conservation Authority

Report number: GM-12-21-89

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: Chair's Report of the Audit Committee

Recommendation:

THAT the Report of the Audit Committee be received as information.

Summary:

Not applicable.

Report:

The Audit Committee met on November 26, 2021. Guy Gardhouse was appointed as Chair of the Audit Committee for a term commencing November 26, 2021 until the next Annual General Meeting of the General Membership.

The Grand River Conservation Authority's auditors, KPMG, presented the 2021 Audit Plan. The audit fee for 2021, as previously reported and approved, is \$37,600.

The following Resolution was passed by the Audit Committee:

AUD-21-11

Moved By Susan Foxton

Seconded By Brian Coleman

THAT the Audit Plan for 2021 proposed by KPMG Chartered Professional Accountants be approved.

Carried

Financial Implications:

Not applicable.

Other Department Considerations:

Not applicable.

Submitted by:

Guy Gardhouse, Chair
GRCA Audit Committee

Grand River Conservation Authority

Report number: GM-12-21-90

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: Budget 2022 – Notification to Municipalities

Recommendation:

THAT a letter be sent to participating municipalities on January 24, 2022 advising them of the General Membership meeting to be held on February 25, 2022 to approve the 2022 Budget and the municipal levy;

AND THAT the GRCA 2022 Budget Draft #2, which will be presented at the General Membership meeting on January 28, 2022 be included with the letter.

Summary:

Not applicable.

Report:

Ontario Regulation 139/96, made under the Conservation Authorities Act, requires that Conservation Authorities provide 30 days' notice to participating municipalities of a meeting at which the Budget and Levy will be approved. The notice must include the amount of each municipality's levy and the financial information relied on in support of that levy. The financial information included is a normally the most recent draft of the budget.

Draft #2 of the 2022 Budget will be presented at the General Meeting on January 28, 2022, but the 30-day notification letter must be mailed before January 26th. Staff is seeking board approval to include the 2022 Budget Draft #2 with the notification letter.

Financial Implications:

The 2022 General Levy in Budget Draft #2 is expected to be the same as draft #1, which was presented to the Board on September 24, 2021. The details and apportionment of the levy is included on the attached schedule.

Other Department Considerations:

Not applicable.

Prepared by:

Sonja Rodoja
Manager of Corporate Services

Approved by:

Karen Armstrong
Deputy CAO/Secretary Treasurer

Grand River Conservation Authority Summary of Municipal Levy - 2022 Budget

DRAFT - September 24, 2021

	% CVA in Watershed	2021 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2022 Budget Matching & Maintenance Levy	2022 Budget Admin & Maintenance Levy	2022 Budget Non-Matching Admin & Maintenance Levy	2022 Budget Capital Maintenance*	2022 Budget Total Levy	Actual 2021 Levy	% Change
Brant County	82.9%	7,152,903,252	5,929,756,796	2.89%	12,982	321,325	27,426	361,733	346,966	4.3%	
Brantford C	100.0%	15,171,006,775	15,171,006,775	7.39%	33,214	822,096	70,168	925,478	900,728	2.7%	
Amaranth Twp	82.0%	805,874,920	660,817,435	0.32%	1,447	35,809	3,056	40,312	39,382	2.4%	
East Garafraxa Twp	80.0%	636,291,613	509,033,291	0.25%	1,114	27,584	2,354	31,052	30,223	2.7%	
Town of Grand Valley	100.0%	572,436,944	572,436,944	0.28%	1,253	31,020	2,648	34,921	33,396	4.6%	
Melancthon Twp	56.0%	596,750,730	334,180,409	0.16%	732	18,109	1,546	20,387	19,819	2.9%	
Southgate Twp	6.0%	1,069,060,421	64,143,625	0.03%	140	3,476	297	3,913	3,742	4.6%	
Haldimand County	41.0%	7,199,269,194	2,951,700,369	1.44%	6,462	159,949	13,652	180,063	175,140	2.8%	
Norfolk County	5.0%	9,741,823,806	487,091,190	0.24%	1,066	26,395	2,253	29,714	28,914	2.8%	
Halton Region	10.5%	47,621,739,315	4,993,025,690	2.43%	10,931	270,565	23,093	304,589	291,881	4.4%	
Hamilton City	26.8%	95,456,549,475	25,534,626,985	12.43%	55,904	1,383,687	118,101	1,557,692	1,519,505	2.5%	
Oxford County	36.6%	4,499,227,699	1,647,153,567	0.80%	3,606	89,257	7,618	100,481	97,921	2.6%	
North Perth T	2.0%	2,277,397,479	45,547,950	0.02%	100	2,468	211	2,779	2,686	3.5%	
Perth East Twp	40.0%	2,032,561,232	813,024,493	0.40%	1,780	44,057	3,760	49,597	49,250	0.7%	
Waterloo Region	100.0%	103,684,590,749	103,684,590,749	50.48%	227,002	5,618,527	479,556	6,325,085	6,182,792	2.3%	
Centre Wellington Twp	100.0%	5,241,852,365	5,241,852,365	2.55%	11,476	284,049	24,244	319,769	308,584	3.6%	
Erin T	49.0%	2,579,400,498	1,263,906,244	0.62%	2,767	68,489	5,846	77,102	75,545	2.1%	
Guelph C	100.0%	27,911,493,324	27,911,493,324	13.59%	61,108	1,512,486	129,094	1,702,688	1,668,479	2.1%	
Guelph Eramosa Twp	100.0%	2,893,069,163	2,893,069,163	1.41%	6,334	156,771	13,381	176,486	171,662	2.8%	
Mapleton Twp	95.0%	1,838,975,064	1,747,026,311	0.85%	3,825	94,669	8,080	106,574	103,123	3.3%	
Wellington North Twp	51.0%	1,776,628,376	906,080,472	0.44%	1,984	49,099	4,191	55,274	53,744	2.8%	
Puslinch Twp	75.0%	2,717,055,073	2,037,791,305	0.99%	4,461	110,425	9,425	124,311	121,518	2.3%	
Total		343,475,957,466	205,399,355,452	100.00%	449,688	11,130,312	950,000	12,530,000	12,225,000	2.5%	

*Capital Maintenance Levy represents levy allocated to maintenance of capital infrastructure, studies, and/or equipment.

Grand River Conservation Authority

Report number: GM-12-21-95

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: Labour Relations – Collective Agreement Negotiations

Recommendation:

THAT an ad-hoc committee be formed, called the Labour Relations Steering Committee, comprised of the Chair, the Vice-Chair and one other to be named by the General Membership, and the Chief Administrative Officer;

AND THAT the role of this steering committee will be to provide direction to the management negotiating team, regarding the negotiation of a new Collective Agreement effective January 1, 2022.

Summary:

Not applicable

Report:

The current collective agreement between the Grand River Conservation Authority (GRCA) and OPSEU Local 259 expires on December 31, 2021. GRCA received notice of the union's intention to bargain on October 6, 2021.

In 2018, negotiations included five meetings between management and the union between April 23 and June 18, 2018 with an additional meeting date for conciliation with the Ministry of Labour on August 9, 2018. The GRCA Board ratified the agreement on August 24, 2018 and the OPSEU membership ratified the agreement on August 28, 2018. The settlement reached was four years in length (2018-2021) with the following provisions: wage rate increases for all grades in each of the four years (2018-2021), market adjustment wage rate increases for specific job grades phased-in over four years, one (1) additional personal day per year for regular full-time and seasonal employees (minimum 5 month working season), and standby pay increased from \$30/day to \$35/day effective January 1, 2019.

The GRCA management team has appointed a negotiating team made up of the following individuals:

Krista Bunn – Manager of Human Resources
Karen Armstrong – Deputy CAO/ Secretary-Treasurer
Sonja Radoja – Manager of Corporate Services
Pam Walther-Mabee – Manager of Conservation Area Operations
David Francis – Lawyer/partner, Mathews, Dinsdale & Clark

This team will represent Grand River Conservation Authority in the negotiations, in accordance with direction received from the Labour Relations Steering Committee. The Negotiating Team will meet with the Steering Committee as required. Formal updates on the progress of negotiations may be provided in periodic Labour Relations Reports to the Board. The General Membership will vote to ratify a new agreement at a monthly General Meeting or a special meeting, if required.

Financial Implications:

The draft 2022 budget includes a provision for labour relations and legal costs.

Other Department Considerations:

The management negotiating team has been selected to ensure that the team possesses the required expertise and knowledge of issues of interest to the union as well as human resources and compensation issues. A lawyer will also participate on the management negotiating team.

Prepared by:

Krista Bunn
Manager of Human Resources

Approved by:

Karen Armstrong
Deputy CAO, Secretary-Treasurer

Grand River Conservation Authority

Report number: GM-12-21-93

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: Per Diems and Honorariums for 2022

Recommendation:

THAT Report Number GM-12-21-93 – Per Diems and Honorariums for 2022 be received as information.

Summary:

Not applicable

Report:

On March 23, 2018, the General Membership passed Resolution number 18-59, which included the following wording:

“...THAT Board Member Per Diems and Honorariums be adjusted each year on January 1 by the same rate as non-union positions.”

Prior to the above resolution, in accordance with a resolution passed by the General Membership in 2007, per diems and honorariums were increased annually at a rate equal to the Consumer Price Index. In accordance with the prior version of the Conservation Authorities Act, approval of the Ontario Municipal Board (OMB) was required for all expenses, allowances and salaries paid to any members of the authority. The current Conservation Authorities Act does not require Ontario Municipal Board approval for payments to Members.

At the November 26, 2021 General Membership meeting, a resolution was passed approving a 2.0% increase for non-union positions effective January 1, 2022. A summary of Per Diems, Honorariums and Reimbursement for Members, January 1, 2022 is attached, reflecting the 2.0% increase. At the present time, no change is recommended for mileage in the 2022 Budget (\$0.50 per km).

Financial Implications:

The 2022 Draft Budget includes \$110,000 for Board Members' honorariums, per diems, mileage and expenses. The anticipated adjusted rates have been incorporated into the budgeted amount.

Other Department Considerations:

Not applicable

Prepared by:

Karen Armstrong
Deputy CAO, Secretary-Treasurer

Approved by:

Samantha Lawson
Chief Administrative Officer

Grand River Conservation Authority
Per Diems, Honorariums and Reimbursement for Members - January 1, 2022

		Chair	Vice-Chair	Other Members
(1)	General Membership/Committee of the Whole	\$156.71**	\$156.71**	\$156.71**
(2)	Other Committees - Audit, Special Recognition or Ad Hoc Committees <i>Note: A Per Diem is only paid when a Committee meets on a separate day from (1)</i>	\$94.32**	\$94.32**	\$94.32**
(3)	Other time spent on business of the Authority (pursuant to By-law Section B.14)*	\$28,399.07/year	\$ 2,840.33/year	\$94.32**/ meeting
(4)	Mileage for travel to or from any of the above***	\$0.50/km	\$0.50/km	\$0.50/km

***GRCA By-law No.1-2021, Section B.14 Remuneration of Members**

The Authority shall establish a per-diem rate from time to time to be paid to Members for attendance at General Meetings and Advisory Board or Committee meetings, and at such other business functions as may be from time to time requested by the Chair, through the Secretary-Treasurer. In addition, an honorarium will be approved by the Authority for the Chair and Vice-chair(s) as compensation for their additional responsibilities. A single per-diem will be paid for attendance at more than one meeting if they occur consecutively on the same day. The following activities shall be eligible for per diem allowance under this clause:

- Attendance at meetings of municipal councils to present the Authority's Annual budget and general levy requirement, if the member does not sit on that council and when such council presentations are scheduled through the Chair's office or at the request of the General Membership;
- Attendance at meetings of working groups or committees when appointed by the General Membership to such group or committee as an "official representative" of the Authority;
- Attendance at workshops, conferences or tours hosted by the Authority or Conservation Ontario, if participation is open to all Members and registration is made through the Chair's office;
- Any other business approved as eligible for a per diem allowance by the General Membership.

In the event of a scheduled meeting being adjourned for lack of a quorum, those attending a meeting so adjourned shall be entitled to receive the standard per diem rate and expense.

The Authority shall reimburse Members' reasonable travel expenses incurred for the purpose of attending approved meetings and/or functions on behalf of the Authority, including actual cost of meals, lodging, public transportation and conference fees, as applicable.

A per-kilometre rate to be paid for use of a personal vehicle shall be approved by Resolution of the General Membership from time-to-time and shall be consistent with Canada Revenue Agency guidelines. Requests for such reimbursements shall be submitted on a Per Diem & Expense Claim Sheet monthly with the distance travelled entered for each meeting and allowable expenses shown. Each Member must sign a certification printed on the sheet that the information is correct.

The Chair may submit monthly expense claims, which will be reviewed and signed by the Chief Administrative Officer, the Secretary-Treasurer and the Vice-Chair. The purpose of this review is to ensure that the Chair's expense claims conform to any policies that have been established by the Authority, are within the approved budget and are supported with appropriate documentation.

**** Per-diems** have been adjusted by 2.00% effective January 1, 2022 ***** Mileage rate** has remained unchanged from 2021

Grand River Conservation Authority

Report number: GM-12-21-97

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: Cash and Investment Status – November 2021

Recommendation:

THAT Report Number GM-12-21-97 Cash and Investment Status – November 2021 be received as information.

Summary:

The cash position including Notes Receivable of the Grand River Conservation Authority as at November 30, 2021 was \$40,417,281 with outstanding cheques written in the amount of \$231,970.

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

Sonja Radoja
Manager of Corporate Services

Approved by:

Karen Armstrong
Deputy CAO/Secretary Treasurer

**Grand River Conservation Authority
Cash and Investments Status Report
November 30, 2021**

BANK ACCOUNTS	Location	Type	Amount	Interest Rate
	CIBC	Current Account	18,350,983	0.65%
	RBC	Current Account	321,754	nil
	Wood Gundy	Current Account	22,370	nil
	CIBC - SPP Holding	Current Account	287,850	0.65%
	TOTAL CASH - CURRENT ACCOUNT		18,982,957	

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	119,444	0.55%	0.55%	not applicable	7,628
		One Investment Savings	High Interest Savings Account	4,324,870	0.715%	0.715%	not applicable	21,047
	May 17, 2019	Bank of Nova Scotia	Bond	800,000	1.90%	2.15%	December 2, 2021	15,674
	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
	September 15, 2021	Cdn Western Bank	Bond	1,500,000	2.597%	1.21%	September 6, 2024	5,509
	September 23, 2021	Province of Ontario	Bond	2,159,010	1.230%	1.23%	December 2, 2026	7,366
	September 23, 2021	ManuLife Financial	Bond	2,000,000	2.237%	1.34%	May 12, 2030	10,124
	November 3, 2021	Laurentian Bank	Bond	1,700,000	3.000%	0.96%	September 12, 2022	2,238
		TOTAL INVESTMENTS		21,434,324				\$297,853
		TOTAL CASH AND INVESTMENTS		\$40,417,281				
		* Reserve Balance at December 31st, 2020		23,899,839				

Investment By Institution

	% of Total Portfolio
Bank of Nova Scotia	4%
C.I.B.C.	1%
Cdn Western Bank	30%
Laurentian	26%
ManuLife Financial Bank	9%
One Investment Program	20%
Province of Ontario	10%
	100%

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

GRAND RIVER CONSERVATION AUTHORITY
FINANCIAL SUMMARY - FORECAST
General Membership December 17, 2021

FORECAST - October 31, 2021- NET SURPLUS/(DEFICIT)	\$604,000
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CHANGES - November 2021

Sch 1	Water Resources-Planning and Environment	\$50,000	Admin Expenses (Conferences and Travel) decreased	\$50,000
Sch 2	Flood Forecasting & Warning	\$300,000	Special Project-NDMP Floodplain Mapping Speed & Conestogo Expenses decreased	\$0
		\$140,000	Special Project-NDMP Floodplain Mapping Grand Valley & Drayton Expenses decreased	
		(\$220,000)	Federal funding decreased (NDMP projects)	
		(\$220,000)	Transfer from Land Sale Proceeds Reserve decreased (NDMP projects)	
		\$270,000	Special Projects-Floodplain Mapping Project expenses decreased (deferred)	
		(\$270,000)	Provincial funding decreased (deferred)	
Sch 4	Resource Planning	(\$100,000)	Transfer to Personnel Reserve Increase (revenue surplus)	\$10,000
		\$10,000	Solicitor enquiry fees increased	
		\$40,000	Permit fee revenue increased	
		\$60,000	Compensation and benefit expense decreased	
Sch 5	Forestry	\$60,000	Nursery Revenue Increased	\$60,000
		(\$20,000)	Landowner Contributions decreased	
		\$75,000	Operating Expenses decreased	
		\$5,000	Admin Expenses decreased (travel)	
		\$15,000	Property Taxes Expense decreased	
		\$25,000	Compensation and Benefit Expenses decreased	
		(\$100,000)	Transfer to Forestry Reserve	
Sch 6	Conservation Services	\$30,000	Compensation and benefit expenses decreased (special project reallocation)	\$0
		(\$30,000)	Increase Transfer to Watershed Restoration Reserve	
		\$175,000	Decrease RWQP Expenditures	
		(\$175,000)	Decrease RWQP Grant Funding	
Sch 7	Communications	\$25,000	Compensation and benefit expenses decreased (vacancy)	\$25,000
Sch 8	Environmental Education	\$40,000	Compensation and Benefit Expenses decreased	(\$80,000)
		\$20,000	School Program Operating Expenses decreased	
		(\$140,000)	School Program Revenue decreased	
Sch 9	Corporate Services	\$10,000	Admin Expenses (Board Meetings) decreased	\$90,000
		\$80,000	Other Operating Expenses decreased (labour relations, office equipment)	
Sch 11	Property Rentals	(\$70,000)	Increase Demolition Expenses	(\$50,000)
		\$70,000	Transfer from Land Sale Proceeds Reserve Increased	
		(\$25,000)	Increase Property Taxes Expenses	
		(\$25,000)	Agricultural Income decreased	
Sch 13	Conservation Areas	\$14,000	Provincial funding increased	\$0
		\$22,000	Federal funding increased	
		\$10,000	Increase Foundation Donations	
		\$250,000	Operating Expenses decrease	
		(\$296,000)	Transfer to Conservation Area Reserve Increased	

FORECAST - November 30, 2021- NET SURPLUS/(DEFICIT)	\$709,000
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**GRAND RIVER CONSERVATION AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING November 30, 2021**

SCHEDULE		Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
REVENUE							
<u>Municipal</u>							
General Municipal Levy (Operating)	various	10,977,000	11,275,000	11,275,000	11,275,000	11,275,000	0
General Municipal Levy (Capital)	various	950,000	950,000	950,000	950,000	950,000	0
Special Municipal Levy	various	71,943	130,000	4,680	130,000	130,000	0
Other	various	639,589	800,000	1,265,783	800,000	625,000	(175,000)
		12,638,532	13,155,000	13,495,463	13,155,000	12,980,000	(175,000)
<u>Government Grants</u>							
MNRF Transfer Payments	various	449,688	449,688	449,688	449,688	449,688	0
Source Protection Program-Provincial	various	681,421	640,000	502,391	640,000	640,000	0
Other Provincial	various	863,182	1,267,500	1,220,574	1,372,500	1,116,500	(256,000)
Federal	various	352,880	215,000	335,366	575,500	377,500	(198,000)
		2,347,171	2,572,188	2,508,019	3,037,688	2,583,688	(454,000)
<u>Self Generated</u>							
User Fees and Sales							
<i>Enquiries and Permits</i>	4	565,822	494,000	693,314	669,000	719,000	50,000
<i>Plan Input and Review</i>	4	410,804	400,000	439,896	475,000	475,000	0
<i>Nursery and Woodlot Management</i>	5	174,627	365,000	487,490	435,000	495,000	60,000
<i>Conservation Lands Income</i>	10	78,542	71,000	66,153	71,000	71,000	0
<i>Conservation Areas User Fees</i>	13	6,124,125	7,200,000	9,492,689	9,500,000	9,500,000	0
<i>Nature Centres and Camps</i>	8	233,439	500,000	326,433	500,000	360,000	(140,000)
<i>Merchandising and Sales</i>	8	605	0	457	0	0	0
Property Rentals	11	3,041,678	2,898,000	2,782,772	2,898,000	2,873,000	(25,000)
Hydro Generation	12	799,841	530,000	534,194	530,000	530,000	0
Land Sales	10	3,419,145	0	10,000	10,000	10,000	0
Grand River Conservation Foundation	various	161,820	285,000	25,099	62,000	72,000	10,000
Donations	various	0	100,000	28,656	100,000	100,000	0
Landowner Contributions	5	47,289	200,000	174,555	200,000	180,000	(20,000)
Investment Income	14	488,691	565,000	327,623	565,000	565,000	0
Miscellaneous Income	various	295,185	8,000	1,210	8,000	8,000	0
Total Self-Generated Revenue		15,841,613	13,616,000	15,394,267	16,023,000	15,958,000	(65,000)
TOTAL REVENUE		30,827,316	29,343,188	31,397,749	32,215,688	31,521,688	(694,000)

**GRAND RIVER CONSERVATION AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING November 30, 2021**

		Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
EXPENSES							
OPERATING							
Water Resources Planning & Environment	1	1,617,996	2,059,700	1,629,651	1,966,700	1,916,700	(50,000)
Flood Forecasting and Warning	2	658,712	828,800	690,429	803,800	803,800	0
Water Control Structures	3	1,590,655	1,785,700	1,481,714	1,785,700	1,785,700	0
Resource Planning	4	1,984,531	2,082,200	1,691,795	2,127,200	2,067,200	(60,000)
Forestry & Conservation Land Property Taxes	5	858,656	1,365,000	1,153,817	1,365,000	1,245,000	(120,000)
Conservation Services	6	685,337	635,200	414,717	570,200	540,200	(30,000)
Communications & Foundation	7	565,010	524,500	370,573	474,500	449,500	(25,000)
Environmental Education	8	602,324	840,600	542,444	740,600	680,600	(60,000)
Corporate Services	9	3,491,047	3,627,629	2,865,584	3,503,629	3,413,629	(90,000)
Conservation Lands	10	1,814,213	2,048,900	1,709,822	2,081,900	2,081,900	0
Property Rentals	11	1,218,702	1,478,200	1,436,963	1,487,200	1,582,200	95,000
Hydro Production	12	114,429	92,000	167,403	157,000	157,000	0
Conservation Areas	13	5,573,218	7,200,000	6,725,507	7,600,000	7,350,000	(250,000)
Miscellaneous	14	30,321	70,000	9,652	70,000	70,000	0
Information Systems	16	1,202,902	1,382,000	1,026,438	1,252,000	1,252,000	0
Motor Pool	16	714,759	936,000	755,769	936,000	936,000	0
Less: Internal Charges (IS & MP)	16	(1,917,661)	(2,318,000)	(1,782,207)	(2,188,000)	(2,188,000)	0
Total OPERATING Expenses		20,805,151	24,638,429	20,890,071	24,733,429	24,143,429	(590,000)
CAPITAL							
Water Resources Planning & Environment	1	5,932	110,000	46,860	110,000	110,000	0
Flood Forecasting and Warning	2	298,606	190,000	454,141	605,000	605,000	0
Water Control Structures	3	1,365,239	1,500,000	1,095,658	1,400,000	1,400,000	0
Nature Centres	8	0	0	0	0	0	0
Conservation Areas	13	795,020	1,500,000	439,882	600,000	600,000	0
Corporate Services	9	0	0	0	0	0	0
Information Systems	16	79,333	170,000	170,573	170,000	170,000	0
Motor Pool	16	476,828	450,000	144,792	240,000	240,000	0
Less: Internal Charges (IS & MP)	16	(645,826)	(163,000)	(621,849)	(293,000)	(293,000)	0
Total Capital Expenses		2,375,132	3,757,000	1,730,057	2,832,000	2,832,000	0
SPECIAL							
Water Resources Planning & Environment	1	241,858	220,000	131,177	220,000	220,000	0
Flood Forecasting and Warning	2	214,001	360,000	79,906	891,000	181,000	(710,000)
Forestry	5	25,635	100,000	92,521	100,000	100,000	0
Conservation Services	6	663,161	1,060,000	657,240	1,110,000	935,000	(175,000)
Environmental Education	8	54,753	0	29,223	0	0	0
Conservation Land Purchases/Land Sale Expenses	10	59,047	0	27,656	30,000	30,000	0
Conservation Lands	10	354,007	658,000	238,339	285,000	285,000	0
Miscellaneous	14	0	0	0	0	0	0
Source Protection Program	15	681,421	640,000	502,391	640,000	640,000	0
Total SPECIAL PROJECTS Expenses		2,293,883	3,038,000	1,758,453	3,276,000	2,391,000	(885,000)
Total Expenses		25,474,166	31,433,429	24,378,581	30,841,429	29,366,429	(1,475,000)
Gross Surplus		5,353,150	(2,090,241)	7,019,168	1,374,259	2,155,259	781,000
Prior Year Surplus Carryforward		377,287	316,241	377,287	316,241	316,241	0
Net Funding FROM/(TO) Reserves		(5,414,196)	1,774,000	(307,624)	(1,086,500)	(1,762,500)	(676,000)
NET SURPLUS		316,241	0	7,088,831	604,000	709,000	105,000

GRAND RIVER CONSERVATION AUTHORITY
Schedule 1 - Water Resources - Planning and Environment
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	1,225,680	1,519,000	1,241,089	1,431,000	1,431,000	-
Administration Expenses	240,903	268,300	171,359	248,300	198,300	(50,000)
Insurance Expenses	102,144	107,300	122,304	122,300	122,300	-
Other Operating Expenses	49,269	165,100	94,899	165,100	165,100	-
Total OPERATING Expenditures	1,617,996	2,059,700	1,629,651	1,966,700	1,916,700	(50,000)
Instrumentation	4,912	60,000	13,967	60,000	60,000	-
Water Quality Monitoring Equipment	1,020	50,000	32,893	50,000	50,000	-
Total CAPITAL Expenditures	5,932	110,000	46,860	110,000	110,000	-
Upper Blair Drainage	58,808	80,000	50,677	80,000	80,000	-
Dunnville Fishway	7,052	-	-	-	-	-
Waste Water Optimization Program	175,998	140,000	80,500	140,000	140,000	-
Total SPECIAL PROJECT Expenditures	241,858	220,000	131,177	220,000	220,000	-
GRWMP and Work in Progress Subwatershed Studies	15,000	-	-	-	-	-
Gauges and Work in Progress Subwatershed Studies	30,000	-	-	-	-	-
Transition Reserve	500,000	186,000	-	186,000	186,000	-
Total FUNDING to RESERVES	545,000	186,000	-	186,000	186,000	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	2,410,786	2,575,700	1,807,688	2,482,700	2,432,700	(50,000)
<u>Funding</u>						
Municipal						
General Municipal Levy (Operating)	2,138,200	2,158,200	2,158,200	2,158,200	2,158,200	-
General Municipal Levy (Captial)	35,000	35,000	35,000	35,000	35,000	-
Special Levies	71,943	130,000	4,680	130,000	130,000	-
Government Grants						
Other Provincial	32,190	177,500	166,568	177,500	177,500	-
Federal	143,808	-	13,905	-	-	-
Self Generated						
Foundation	1,368	-	-	-	-	-
Funding From Reserves						
Gauges	5,684	75,000	-	75,000	75,000	-
TOTAL FUNDING	2,428,193	2,575,700	2,378,353	2,575,700	2,575,700	-
Net Surplus/(Deficit)	17,407	-	570,665	93,000	143,000	50,000

GRAND RIVER CONSERVATION AUTHORITY
Schedule 2 - Flood Forecasting and Warning
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	360,568	484,800	354,423	459,800	459,800	-
Administration Expenses	250,650	236,000	230,238	236,000	236,000	-
Other Operating Expenses	47,494	108,000	105,768	108,000	108,000	-
Total OPERATING Expenditures	658,712	828,800	690,429	803,800	803,800	-
Hardware	253,850	88,000	254,187	253,000	253,000	-
Stream Gauges	44,756	102,000	199,954	352,000	352,000	-
Total CAPITAL Expenditures	298,606	190,000	454,141	605,000	605,000	-
Floodplain Mapping Projects	214,001	360,000	79,906	891,000	181,000	(710,000)
Total SPECIAL PROJECT Expenditures	214,001	360,000	79,906	891,000	181,000	(710,000)
Total FUNDING to RESERVES	140,000	-	-	-	-	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	1,311,319	1,378,800	1,224,476	2,299,800	1,589,800	(710,000)

Funding

Municipal

General Municipal Levy (Operating)	600,362	664,462	664,462	664,462	664,462	-
General Municipal Levy (Capital)	165,000	165,000	165,000	165,000	165,000	-
Municipal Other	11,821	-	7,328	-	-	-

Government Grants

MNRF Transfer Payments	164,338	164,338	164,338	164,338	164,338	-
Other Provincial	5,000	270,000	278,373	470,000	200,000	(270,000)
Federal	112,012	45,000	(43,712)	310,500	90,500	(220,000)

Funding From Reserves

Floodplain Mapping Projects & Gauges	232,168	70,000	-	550,500	330,500	(220,000)
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TOTAL REVENUE	1,290,701	1,378,800	1,235,789	2,324,800	1,614,800	(710,000)
Net Surplus/(Deficit)	(20,618)	-	11,313	25,000	25,000	-

GRAND RIVER CONSERVATION AUTHORITY
Schedule 3 - Water Control Structures
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	1,089,653	1,241,000	1,031,674	1,241,000	1,241,000	-
Administration Expenses	8,654	29,200	31,496	29,200	29,200	-
Property Taxes	169,112	170,700	156,619	170,700	170,700	-
Other Operating Expenses	323,236	344,800	261,925	344,800	344,800	-
Total OPERATING Expenditures	1,590,655	1,785,700	1,481,714	1,785,700	1,785,700	-
Total CAPITAL Expenditures	1,365,239	1,500,000	1,095,658	1,400,000	1,400,000	-
Total FUNDING to RESERVES	159,000	-	-	50,000	50,000	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	3,114,894	3,285,700	2,577,372	3,235,700	3,235,700	-

Funding

Municipal

General Municipal Levy (Operating)	1,464,350	1,500,350	1,500,350	1,500,350	1,500,350	-
General Municipal Levy (Capital)	750,000	750,000	750,000	750,000	750,000	-

Government Grants

MNRF Transfer Payments	285,350	285,350	285,350	285,350	285,350	-
Provincial	585,745	700,000	663,488	605,000	605,000	-
Federal	-	-	-	45,000	45,000	-

Funding From Reserves

Water Control Structures	30,000	50,000	-	50,000	50,000	-
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TOTAL REVENUE AND FUNDING FROM RESERVES	3,115,445	3,285,700	3,199,188	3,235,700	3,235,700	-
Net Surplus/(Deficit)	551	-	621,816	-	-	-

GRAND RIVER CONSERVATION AUTHORITY
Schedule 4 - Resource Planning
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	1,666,157	1,805,000	1,487,129	1,875,000	1,815,000	(60,000)
Administration Expenses	183,640	222,500	176,354	222,500	222,500	-
Other Operating Expenses	134,734	54,700	28,312	29,700	29,700	-
Total OPERATING Expenditures	1,984,531	2,082,200	1,691,795	2,127,200	2,067,200	(60,000)
Personnel Reserve	-	-	-	-	100,000	100,000
Planning Enforcement/Transition	-	35,000	-	60,000	60,000	-
Total FUNDING to RESERVES	-	35,000	-	60,000	160,000	100,000
TOTAL EXPENDITURES AND FUNDING TO RESERVES	1,984,531	2,117,200	1,691,795	2,187,200	2,227,200	40,000

Funding

Municipal

General Municipal Levy (Operating)	1,169,800	1,223,200	1,223,200	1,223,200	1,223,200	-
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Self Generated

Solicitor Enquiry Fees	61,715	59,000	110,795	109,000	119,000	10,000
Permit Fees	504,107	435,000	582,519	560,000	600,000	40,000
Plan Review Fees	410,804	400,000	439,896	475,000	475,000	-

TOTAL REVENUE	2,146,426	2,117,200	2,363,270	2,367,200	2,417,200	50,000
Net Surplus/(Deficit)	161,895	-	671,475	180,000	190,000	10,000

GRAND RIVER CONSERVATION AUTHORITY
Schedule 5 - Forestry & Conservation Lands Property Tax
FOR THE PERIOD ENDING November 30, 2021

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
How much does it cost, and who pays for it?						
<u>Expenditures and Funding to Reserves</u>						
Compensation and Benefits	383,527	515,500	425,329	515,500	490,500	(25,000)
Administration Expenses	46,884	54,300	46,159	54,300	49,300	(5,000)
Property Taxes	172,924	183,200	167,524	183,200	168,200	(15,000)
Other Operating Expenses	255,321	612,000	514,805	612,000	537,000	(75,000)
Total OPERATING Expenditures	858,656	1,365,000	1,153,817	1,365,000	1,245,000	(120,000)
Ecological Restoration	25,635	100,000	92,521	100,000	100,000	
Total SPECIAL PROJECT Expenditures	25,635	100,000	92,521	100,000	100,000	
Total FUNDING to RESERVES	-	-	-	-	100,000	100,000
TOTAL EXPENDITURES AND FUNDING TO RESERVES	884,291	1,465,000	1,246,338	1,465,000	1,445,000	(20,000)
<u>Funding</u>						
Municipal						
General Municipal Levy (Operating)	739,500	788,000	-	788,000	788,000	
Municipal Other	4,681	-	-	-	-	
Government Grants						
Provincial	13,751	-	9,137	-	-	
Self Generated						
Nursery	139,006	350,000	406,542	350,000	410,000	60,000
Landowner Contributions (Tree Planting)	47,289	200,000	174,555	200,000	180,000	(20,000)
Donations - Foundation	17,812	27,000	8,138	27,000	27,000	
Donations - Other	-	100,000	10,556	100,000	100,000	
TOTAL REVENUE	962,039	1,465,000	608,928	1,465,000	1,505,000	40,000
Net Surplus/(Deficit)	77,748	-	(637,410)	-	60,000	60,000

GRAND RIVER CONSERVATION AUTHORITY
Schedule 6 - Conservation Services
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	603,645	527,000	357,176	462,000	432,000	(30,000)
Administration Expenses	79,225	86,200	56,109	86,200	86,200	-
Other Operating Expenses	2,467	22,000	1,432	22,000	22,000	-
Total OPERATING Expenditures	685,337	635,200	414,717	570,200	540,200	(30,000)
RWQP Grants	623,109	800,000	503,081	800,000	625,000	(175,000)
Brant/Brantford Childrens Water Festival	5,583	-	651	-	-	-
Haldimand Childrens Water Festival	5,254	-	228	-	-	-
Species at Risk	12,107	40,000	79,121	90,000	90,000	-
AGGP-UofG Research-Buffers	7,727	30,000	5,965	30,000	30,000	-
Precision Agriculture-OMFRA	-	90,000	37,545	90,000	90,000	-
Great Lakes Agricultural Stewardship Initiative	9,381	100,000	30,649	100,000	100,000	-
Total SPECIAL PROJECT Expenditures	663,161	1,060,000	657,240	1,110,000	935,000	(175,000)
Watershed Restoration	-	-	-	-	30,000	30,000
Transition	-	67,000	-	67,000	67,000	-
Total FUNDING to RESERVES	-	67,000	-	67,000	97,000	30,000
TOTAL EXPENDITURES AND FUNDING TO RESERVES	1,348,498	1,762,200	1,071,957	1,747,200	1,572,200	(175,000)

Funding

Municipal

General Municipal Levy (Operating)	759,200	671,200	671,200	671,200	671,200	-
Municipal Other	623,087	800,000	1,258,455	800,000	625,000	(175,000)

Government Grants

Other Provincial	6,229	120,000	72,388	120,000	120,000	-
Federal	22,986	170,000	338,922	220,000	220,000	-

Self Generated

Donations - Foundation	17,837	-	228	-	-	-
Donations - Other	-	-	18,100	-	-	-
Miscellaneous	(500)	-	-	-	-	-

Funding From Reserves

Cambridge Desiltation Pond	552	1,000	-	1,000	1,000	-
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TOTAL REVENUE	1,429,391	1,762,200	2,359,293	1,812,200	1,637,200	(175,000)
Net Surplus/(Deficit)	80,893	-	1,287,336	65,000	65,000	-

GRAND RIVER CONSERVATION AUTHORITY
Schedule 7 - Communications
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	498,265	439,000	319,815	389,000	364,000	(25,000)
Administration Expenses	59,534	62,000	50,511	62,000	62,000	-
Other Operating Expenses	7,211	23,500	247	23,500	23,500	-
Total OPERATING Expenditures	565,010	524,500	370,573	474,500	449,500	(25,000)
Transition	-	55,000	-	55,000	55,000	-
Total FUNDING to RESERVES	-	55,000	-	55,000	55,000	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	565,010	579,500	370,573	529,500	504,500	(25,000)

Funding

Municipal

General Municipal Levy (Operating)	701,500	579,500	579,500	579,500	579,500	-
TOTAL REVENUE	701,500	579,500	579,500	579,500	579,500	-
Net Surplus/(Deficit)	136,490	-	208,927	50,000	75,000	25,000

GRAND RIVER CONSERVATION AUTHORITY
Schedule 8 - Environmental Education
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation & Benefits	357,754	610,000	374,853	510,000	470,000	(40,000)
Administration Expenses	80,272	57,000	46,997	57,000	57,000	-
Insurance Expense	15,623	16,000	15,491	16,000	16,000	-
Property Taxes	12,007	14,000	10,048	14,000	14,000	-
Other Operating Expenses	136,668	143,600	95,055	143,600	123,600	(20,000)
Total OPERATING Expenditures	602,324	840,600	542,444	740,600	680,600	(60,000)
Guelph Lake Nature Centre	54,753	-	29,223	-	-	-
Total SPECIAL PROJECT Expenditures	54,753	-	29,223	-	-	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	657,077	840,600	571,667	740,600	680,600	(60,000)

Funding

Municipal

General Municipal Levy (Operating)	308,600	340,600	340,600	340,600	340,600	-
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Government Grants

Provincial	-	-	748	-	-	-
Federal	-	-	-	-	-	-

Self Generated

Donations - Foundation	9,675	-	-	-	-	-
Nature Centre Revenue - Schools	209,040	500,000	326,433	500,000	360,000	(140,000)
Nature Centre Revenue - Community	7,273	-	-	-	-	-
Nature Centre Revenue - Day Camp	17,126	-	-	-	-	-
Merchandise Revenue	605	-	457	-	-	-

Funding from Reserves

Laurel Creek & Taquanyah Nature Centre	54,753	-	-	-	-	-
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TOTAL REVENUE	607,072	840,600	668,238	840,600	700,600	(140,000)
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Net Surplus/(Deficit)	(50,005)	-	96,571	100,000	20,000	(80,000)
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GRAND RIVER CONSERVATION AUTHORITY
Schedule 9 - Corporate Services
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	2,335,913	2,011,000	1,780,451	1,993,000	1,993,000	-
Administration Expenses	239,501	379,000	307,537	339,000	329,000	(10,000)
Insurance	66,784	70,000	83,833	84,000	84,000	-
Other Operating Expenses	906,035	1,237,629	739,741	1,157,629	1,077,629	(80,000)
LESS: Recovery of Corporate Services Expenses	(57,186)	(70,000)	(45,978)	(70,000)	(70,000)	-
Total OPERATING Expenditures	3,491,047	3,627,629	2,865,584	3,503,629	3,413,629	(90,000)
Building	165,000	-	-	-	-	-
Personnel	77,000	-	-	-	-	-
Total FUNDING to RESERVES	242,000	-	-	-	-	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	3,733,047	3,627,629	2,865,584	3,503,629	3,413,629	(90,000)

Funding

Municipal

General Municipal Levy (Operating)	3,095,488	3,349,488	3,349,488	3,349,488	3,349,488	-
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Government Grants

Provincial	-	-	500	-	-	-
Federal	25,000	-	-	-	-	-

Self Generated

Miscellaneous	(34)	-	-	-	-	-
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Funding From Reserves

Personnel	-	15,000	-	15,000	15,000	-
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TOTAL REVENUE	3,120,454	3,364,488	3,349,988	3,364,488	3,364,488	-
Net Surplus/(Deficit)	(612,593)	(263,141)	484,404	(139,141)	(49,141)	90,000

GRAND RIVER CONSERVATION AUTHORITY
Schedule 10 - Conservation Lands
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	1,128,138	1,163,000	977,871	1,163,000	1,163,000	-
Administration Expenses	117,149	152,600	105,604	152,600	152,600	-
Insurance	151,506	157,300	189,964	190,300	190,300	-
Other Operating Expenses	417,420	576,000	436,383	576,000	576,000	-
Total OPERATING Expenditures	1,814,213	2,048,900	1,709,822	2,081,900	2,081,900	-
Land Purchases/Land Sale Expenses	59,047	-	27,656	30,000	30,000	-
Emerald Ash Borer	298,063	400,000	238,306	250,000	250,000	-
Trails - Capital Maintenance	55,944	258,000	33	35,000	35,000	-
Total SPECIAL PROJECT Expenditures	413,054	658,000	265,995	315,000	315,000	-
Forestry/Master Plans/Transition	135,621	7,000	-	77,000	77,000	-
Land Sale Proceeds	3,419,145	-	-	10,000	10,000	-
Total FUNDING to RESERVES	3,554,766	7,000	-	87,000	87,000	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	5,782,033	2,713,900	1,975,817	2,483,900	2,483,900	-

Funding

Government Grants

Federal	-	-	4,303	-	-	-
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Self Generated

Luther Misc Income	55,547	46,000	41,539	46,000	46,000	-
Other Areas Income	22,995	25,000	24,614	25,000	25,000	-
Timber Sales	35,621	15,000	80,948	85,000	85,000	-
Land Sale Proceeds	3,419,145	-	10,000	10,000	10,000	-
Donations - Foundation	56,779	258,000	7,754	35,000	35,000	-

Funding From Reserves

Land	59,047	-	-	30,000	30,000	-
Forestry (EAB)	298,063	400,000	-	250,000	250,000	-
Gravel	-	1,000	-	1,000	1,000	-

TOTAL REVENUE	3,947,197	745,000	169,158	482,000	482,000	-
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Net Surplus/(Deficit)	(1,834,836)	(1,968,900)	(1,806,659)	(2,001,900)	(2,001,900)	-
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GRAND RIVER CONSERVATION AUTHORITY
Schedule 11 - Property Rentals
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	473,235	590,000	519,105	590,000	590,000	-
Administration Expenses	65,204	74,500	66,722	74,500	74,500	-
Insurance Expense	19,956	24,000	25,045	24,000	24,000	-
Property Taxes	122,933	88,000	111,996	88,000	113,000	25,000
Other Operating Expenses	537,374	701,700	714,095	710,700	780,700	70,000
Total OPERATING Expenditures	1,218,702	1,478,200	1,436,963	1,487,200	1,582,200	95,000
Cottage Lot Program-Belwood	45,000	-	-	80,000	80,000	-
Cottage Lot Program-Conestogo	45,000	-	-	75,000	75,000	-
Demolitions/R&M Savings	185,000	-	-	-	-	-
Total FUNDING to RESERVES	275,000	-	-	155,000	155,000	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	1,493,702	1,478,200	1,436,963	1,642,200	1,737,200	95,000

Funding

Self Generated

Belwood	1,005,031	1,000,000	1,003,486	1,000,000	1,000,000	-
Conestogo	1,205,294	1,207,000	1,202,383	1,207,000	1,207,000	-
Agricultural	262,738	270,000	246,420	270,000	245,000	(25,000)
Residential	129,319	105,000	101,038	105,000	105,000	-
Miscellaneous	439,296	316,000	229,445	316,000	316,000	-

Funding FROM Reserves

Cottage Lot Program (Ice Storm)/Contaminated Site/EAB	60,865	-	-	64,000	64,000	-
Land Sale Proceeds	-	-	-	-	-	-
Wells/Septic/Demolitions	-	100,000	-	200,000	270,000	70,000

TOTAL REVENUE	3,102,543	2,998,000	2,782,772	3,162,000	3,207,000	45,000
Net Surplus/(Deficit)	1,608,841	1,519,800	1,345,809	1,519,800	1,469,800	(50,000)

GRAND RIVER CONSERVATION AUTHORITY
Schedule 12 - Hydro Production
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	60,790	66,500	57,637	66,500	66,500	-
Other Operating Expenses	53,639	25,500	109,766	90,500	90,500	-
Total OPERATING Expenditures	114,429	92,000	167,403	157,000	157,000	-
General Capital Reserve	392,074	-	-	-	-	-
General Capital/Land Sale Proceeds	193,193	120,000	-	55,000	55,000	-
Total FUNDING to RESERVES	585,267	120,000	-	55,000	55,000	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	699,696	212,000	167,403	212,000	212,000	-

Revenue

Government Grants

Provincial	220,267	-	-	-	-	-
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Self Generated

Hydro Production-Belwood	405,230	240,000	301,826	240,000	240,000	-
Hydro Production-Conestogo	323,081	235,000	184,778	235,000	235,000	-
Hydro Production-Guelph	36,209	40,000	36,062	40,000	40,000	-
Hydro Production-Elora	35,321	15,000	11,528	15,000	15,000	-
TOTAL REVENUE	1,020,108	530,000	534,194	530,000	530,000	-

Net Surplus/(Deficit)	320,412	318,000	366,791	318,000	318,000	-
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GRAND RIVER CONSERVATION AUTHORITY
Schedule 13 - Conservation Areas
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Compensation and Benefits	2,920,276	4,200,000	3,879,014	4,250,000	4,150,000	(100,000)
Administration Expenses	192,530	195,000	202,829	195,000	195,000	-
Property Tax	59,463	65,000	52,898	65,000	65,000	-
Other Operating Expenses	2,400,949	2,740,000	2,590,766	3,090,000	2,940,000	(150,000)
Total OPERATING Expenditures	5,573,218	7,200,000	6,725,507	7,600,000	7,350,000	(250,000)
Total CAPITAL Expenditures	795,020	1,500,000	439,882	600,000	600,000	-
Conservation Area Reserve	295,000	-	-	1,300,000	1,596,000	296,000
Total FUNDING to RESERVES	295,000	-	-	1,300,000	1,596,000	296,000
TOTAL EXPENDITURES AND FUNDING TO RESERVES	6,663,238	8,700,000	7,165,389	9,500,000	9,546,000	46,000

Funding

Government Grants

Provincial	-	-	13,865	-	14,000	14,000
Federal	49,074	-	21,948	-	22,000	22,000

Self Generated

Brant	640,586	750,000	885,145	885,000	885,000	-
Byng Island	557,665	650,000	777,705	780,000	780,000	-
Belwood Lake	406,156	450,000	497,061	500,000	500,000	-
Conestogo Lake	376,974	450,000	570,872	570,000	570,000	-
Elora Gorge	1,103,265	1,250,000	2,042,798	2,040,000	2,040,000	-
Elora Quarry	-	100,000	473,388	475,000	475,000	-
Guelph Lake	907,211	1,050,000	1,228,964	1,230,000	1,230,000	-
Laurel Creek	313,477	400,000	580,447	580,000	580,000	-
Pinehurst Lake	621,032	750,000	802,621	800,000	800,000	-
Rockwood	827,494	950,000	1,169,080	1,170,000	1,170,000	-
Shade's Mills	370,265	400,000	464,608	470,000	470,000	-
Total Fee Revenue	6,124,125	7,200,000	9,492,689	9,500,000	9,500,000	-
Donations-Foundation	58,349	-	8,979	-	10,000	10,000
Donations - Other	-	-	-	-	-	-
Miscellaneous Income	295,556	-	-	-	-	-

Funding From Reserves

Conservation Area Reserve	137,000	1,500,000	-	-	-	-
TOTAL REVENUE	6,664,104	8,700,000	9,537,481	9,500,000	9,546,000	46,000

Net Surplus/(Deficit)	866	-	2,372,092	-	-	-
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GRAND RIVER CONSERVATION AUTHORITY
Schedule 14 - Miscellaneous
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures and Funding to Reserves

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Other Miscellaneous	30,321	70,000	9,652	70,000	70,000	-
Total OPERATING Expenditures	30,321	70,000	9,652	70,000	70,000	-
Interest Income	406,630	425,000	-	425,000	425,000	-
Total FUNDING to RESERVES	406,630	425,000	-	425,000	425,000	-
TOTAL EXPENDITURES AND FUNDING TO RESERVES	436,951	495,000	9,652	495,000	495,000	-

Funding

Government Grants

Provincial	-	-	12,373	-	-	-
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Self Generated

Interest Income-Operating	82,061	140,000	-	140,000	140,000	-
Interest Income-Reserves	406,630	425,000	327,623	425,000	425,000	-
Miscellaneous	163	8,000	70	8,000	8,000	-
TOTAL REVENUE	488,854	573,000	340,066	573,000	573,000	-
Net Surplus/(Deficit)	51,903	78,000	330,414	78,000	78,000	-

GRAND RIVER CONSERVATION AUTHORITY
Schedule 15 - Source Protection Program
FOR THE PERIOD ENDING November 30, 2021

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
How much does it cost, and who pays for it?						
<u>Expenditures</u>						
Compensation and Benefits	465,268	490,000	413,418	490,000	490,000	-
Administration Expenses	37,152	50,000	27,351	50,000	50,000	-
Other Operating Expenses	78,580	90,000	58,368	90,000	90,000	-
Water Budget - Technical Studies	100,331	10,000	3,254	10,000	10,000	-
TOTAL EXPENDITURES	681,421	640,000	502,391	640,000	640,000	-
<u>Funding</u>						
Government Grants						
Provincial	681,421	640,000	502,391	640,000	640,000	-
TOTAL FUNDING	681,421	640,000	502,391	640,000	640,000	-
Net Surplus/(Deficit)	-	-	-	-	-	-

GRAND RIVER CONSERVATION AUTHORITY
Schedule 16 - Information Systems and Motor Pool
FOR THE PERIOD ENDING November 30, 2021

How much does it cost, and who pays for it?

Expenditures

	Actual 2020	Budget 2021	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
Information Systems						
Compensation and Benefits	1,011,651	1,115,000	855,806	985,000	985,000	-
Administrative Expenses	13,713	25,500	10,819	25,500	25,500	-
Software and Hardware Maintenance	143,594	187,500	137,441	187,500	187,500	-
Supplies and Services	33,944	54,000	22,372	54,000	54,000	-
Total OPERATING Expenditures	1,202,902	1,382,000	1,026,438	1,252,000	1,252,000	-
Capital Expenses	79,333	170,000	170,573	170,000	170,000	-
LESS Internal Charges	(1,298,340)	(1,307,000)	(1,186,783)	(1,307,000)	(1,307,000)	-
NET Unallocated Expenses	(16,105)	245,000	10,228	115,000	115,000	-
Motor Pool						
Compensation and Benefits	266,672	309,000	248,510	309,000	309,000	-
Administrative Expenses	20,578	26,000	17,842	26,000	26,000	-
Insurance	47,522	50,600	52,920	50,600	50,600	-
Motor Pool Building and Grounds Maintenance	10,417	10,400	7,516	10,400	10,400	-
Equipment, Repairs and Supplies	232,218	286,000	250,555	286,000	286,000	-
Fuel	137,352	254,000	178,426	254,000	254,000	-
Total OPERATING Expenditures	714,759	936,000	755,769	936,000	936,000	-
Capital Expenses	476,828	450,000	144,792	240,000	240,000	-
LESS Internal Charges	(1,265,147)	(1,174,000)	(1,217,273)	(1,174,000)	(1,174,000)	-
NET Unallocated Expenses	(73,560)	212,000	(316,712)	2,000	2,000	-
TOTAL EXPENDITURES	(89,665)	457,000	(306,484)	117,000	117,000	-

Funding

Self Generated						
Miscellaneous	-	-	1,140	-	-	-
TOTAL REVENUE	-	-	1,140	-	-	-
Gross Surplus (Deficit)	89,665	(457,000)	307,624	(117,000)	(117,000)	-
Funding From Reserves	2,473,822	2,938,000	2,096,432	2,598,000	2,598,000	-
Funding to Reserves	(2,563,487)	(2,481,000)	(2,404,056)	(2,481,000)	(2,481,000)	-
Net Surplus/(Deficit)	-	-	-	-	-	-

Grand River Conservation Authority

Report number: GM-12-21-98

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: Financial Summary for the Period Ending November 30, 2021

Recommendation:

THAT the Financial Summary for the period ending November 30, 2021 be approved;

AND THAT \$100,000 be transferred to the Personnel reserve;

AND THAT \$100,000 be transferred to the Forestry reserve.

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 \$709,000 at year-end is forecast.

Report:

A. Government Funding decreased by \$629,000.

- Federal funding decreased by \$220,000 for funding related to work to be carried over to 2022 on two NDMP projects.
- Provincial funding decreased by \$270,000 related to deferred work on floodplain mapping special projects.
- Municipal funding from Wellington County for RWQP grants to landowners decreased by \$175,000 due to reduced activity.
- Provincial funding increased by \$14,000 due to Bill 284 – Putting Workers First Act, allowing paid sick time for COVID related reasons for students who would otherwise not have received sick benefits.
- Federal funding increased by \$22,000 due to grants for conservation area student wages.

B. Self-Generated Revenue decreased by \$65,000

- Permit fee revenue increased by \$40,000 and solicitor enquiry fee revenue increased by \$10,000 due to increased demand.
- Burford Nursery revenue (tree sales) increased by \$60,000 due to increased fall tree planting activity.
- Landowner Contributions Revenue decreased by \$20,000 due to less activity.
- Outdoor Education revenue decreased by \$140,000 due to program delivery impacted by COVID and delays in contract negotiations.
- Property Rental agricultural income decreased by \$25,000 due to a reduction in the number of active contracts.

- Foundation funding increased by \$10,000 for conservation area library membership cards.

C. Operating Expenditures decreased by \$590,000

- Water Resources Planning and Environment administration expenses decreased by \$50,000 as a result of reduced travel and staff development spending.
- Resource Planning compensation and benefits expenses decreased by \$60,000 due to staff vacancies.
- Forestry Program expenses decreased by \$120,000 due to decreases of \$75,000 in tree planting program related expenses, \$5,000 in administration expenses, \$15,000 in property taxes, and \$25,000 in compensation and benefit expenses.
- Conservation Services compensation and benefit expenditures decreased by \$30,000 due to special project wage reallocation.
- Communications compensation and benefit expenses decreased by \$25,000 due to staff vacancy.
- Environmental Education compensation and benefit expenses decreased by \$40,000 and school program operating expenditures decreased by \$20,000 due to reduction in program delivery impacted by COVID.
- Corporate Services operational expenditures decreased by \$90,000 due to a reduction in costs related to office equipment maintenance, labour relations and administration (board meetings).
- Property Rental program expenses increased by \$95,000; the result of a \$70,000 increase for residential rental property demolitions and a \$25,000 increase in property taxes.
- Conservation Area expenses decreased by \$250,000 due to revised estimates related to student wages, utilities, and building and roads maintenance costs.

D. Special Project Expenses decreased by \$885,000

- Flood Forecasting and Warning Special Project expenditures decreased by \$710,000 due to deferred spending of \$440,000 related to NDMP floodplain mapping projects and \$270,000 related to other floodplain mapping expenditures. Spending is expected to occur in 2022.
- Conservation Services Rural Water Quality Program expenditures decreased by \$175,000 as a result of the impact of COVID on program delivery. Expenditures are comparable to 2020 expenses.

E. Transfers from Reserve decreased by \$150,000

- Transfer from Land Sale Proceeds Reserve decreased by \$150,000; made up of \$70,000 to fund increased demolition expenses and \$220,000 reduced funding from reserve related to deferred spending for floodplain mapping projects.

F. Transfers to Reserves increased by \$526,000

- Transfer to Personnel Reserve increased by \$100,000 related to surplus resource planning revenue generated.
- Transfer to the Forestry Reserve increased by \$100,000 related to current forecast surplus for the forestry program.

- Transfer to Watershed Restoration Reserve increased by \$30,000 due to special project funding for compensation and benefits.
- Transfer to Conservation Area Reserve increased by \$296,000 as a result of increased funding and reduction in expenditures.

Recommended Reserve Transfers:

- Transfer \$100,000 to Personnel reserve

Resource planning revenue exceeded budget in 2021 and continued strong revenue is budgeted for the future. The staffing complement is also being increased. If revenue targets are not met, the personnel reserve could be accessed to offset the increased staffing costs. Accessing the personnel reserve in the future for this purpose would be subject to board approval.

- Transfer \$100,000 to Forestry reserve

The private land tree planting program realized cost savings in 2021 and it is recommended that these savings be set aside specifically for the forestry program to help fund forestry operations in the future that might otherwise not be covered under the new regulations.

The Financial Summary is attached.

Financial Implications:

The financial summary outlines a forecast net surplus of \$709,000 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

Approved by:

Karen Armstrong
Secretary-Treasurer/Deputy CAO

Sonja Radoja
Manager of Corporate Services

Grand River Conservation Authority

Report number: GM-12-21-94

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: 2022-2024 Firewood Supply Tender Results

Recommendation:

THAT the Grand River Conservation Authority award the tender for the supply of firewood for the 2022, 2023 and 2024 camping seasons to Gerber's Firewood for the estimated sum of \$481,380.00 over a three year period (excluding HST).

Summary:

Not applicable.

Report:

The Grand River Conservation Authority (GRCA) operates eight campgrounds within the conservation areas. As a service to the patrons, firewood is offered for sale in prepackaged (bagged) units. The Conservation Areas sell approximately 22,600 bags of firewood each year (based on a 5 year average), although pre-Covid estimates were around 31,000 bags per year.

One bid package was submitted by the tender closing date. The tender opening was held at 8:00 a.m. on December 2, 2021 via Microsoft Teams. The tender opening committee consisted of Karen Armstrong, Deputy Chief Administrative Officer; Pamela Walther-Mabee, Manager of Conservation Area Operations; and Brian J Hunt, Conestogo Lake Conservation Area Superintendent.

Bidders were given the opportunity to bid on supplying firewood to individual Conservation Areas or to all of the Conservation Areas. This was done to encourage participation from suppliers who would not otherwise be able to supply all eight of the campgrounds.

The only bid was received from Gerber's Firewood of Gadshill, Ontario, and it was to supply all Conservation Areas, at a unit price \$7.05/bag in 2022, a 2.17% increase from 2021. The unit price will increase to \$7.10 in 2023, and \$7.15 in 2024 (excluding HST). Gerber's Firewood has been the provider of firewood for GRCA's Conservation Areas since 2019, when the previous supplier had a catastrophic fire at his business and could no longer supply firewood to the conservation areas.

It is recommended that the 2022-24 Firewood Supply Tender be awarded Gerber's Firewood in the amount of \$481,380 (excluding HST).

Financial Implications:

Firewood purchases are funded from the approved annual Conservation Area budget. The total amount purchased in any given year is dependent on the demand from the public, and can be impacted by factors such as fire bans. Actual costs will be based on the number of bags purchased for each campground and the price per bag identified in the bid documents.

Other Department Considerations:

Not applicable.

Prepared by:

Brian J. Hunt
Conestogo Lake Superintendent

Pam Walther-Mabee
Manager Conservation Areas

Approved by:

Karen Armstrong
Deputy CAO/Secretary Treasurer

Grand River Conservation Authority

Report number: GM-12-21-101

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: Guelph Lake City Link Trail Improvements

Recommendation:

THAT the Grand River Conservation Authority award the tender for the City Link Trail in Guelph to Roubos Farm Service Ltd. of Moorefield, Ontario for the amount of \$206,498.63 excluding HST;

AND THAT a total budget of \$230,000.00 excluding HST be approved.

Summary:

Not applicable.

Report:

The Grand River Conservation Authority (GRCA) owns and maintains a passive recreational trail adjacent to the speed river between the Guelph Lake Dam and Victoria Road North. This trail is a typical footpath on uneven soil with rocks and tree roots. In March 2018, the GRCA entered into a Memorandum of Understanding with the Grand River Conservation Foundation (GRCF), the Rotary Club of Guelph and the Rotary Club of Guelph Charitable Foundation as funding sponsors to improve the trail. As part of this agreement, The Rotary Club of Guelph committed to fully funding costs associated with trail improvements and contributed \$100,000 and the City of Guelph contributed \$158,000.

Since then, the GRCA selected a preferred route taking into consideration feedback from all applicable GRCA departments, GORBA, City of Guelph staff, and the Rotary Club of Guelph. GRCA staff will apply for a Site Alteration Permit from the Guelph Eramosa Township if a portion of the trail improvements crosses into their boundary. The GRCA has also coordinated preliminary tree maintenance, a topographic survey, obtained a GRCA permit, and retained WalterFedy for consulting services.

In general, the work consists of improving accessibility by providing a 1.8m wide stone dust trail following existing grades to preserve existing natural habitats, however, where appropriate existing grades will be altered to reduce steep slopes.

The tender for the Guelph Lake City Link Trail improvements was publicly advertised on the Biddingo electronic procurement website on November 18, 2021 and closed on December 2, 2021. Four tender submissions were received by the closing date.

The tender submissions were opened with an opening committee consisting of Sonja Radoja, Manager of Corporate services, Brandon Heyer, Manager of Central Services, Alan McKee, Supervisor of Projects and Paul Lucier, Supervisor of Maintenance and Operations. The tender submissions were opened in the presence of the opening committee while sharing the screen through Microsoft Teams. The results of the tender process are shown below in Table 1.

Table 1: Tender Results

Rank	Company	Tender Amount (excluding HST)
1	Roubos Farm Service Ltd.	\$352,755.00
2	Ritchfield Inc.	\$490,676.19
3	Moser Landscape Group Inc.	\$506,190.00
4	Beton	\$599,187.50

The balance of available funding is \$230,000 and the scope of work included in the tender was to improve 1.4km of trail. After the tender was closed and the bids were reviewed a funding deficit was realized. The GRCA has since reduced the scope of work to align with available funds and negotiated a revised price with the low bidder for the reduced scope of work. Reducing the scope of work did not change the tender results as Roubos Farm Service Ltd. was still the low bidder.

The revised price of \$206,498.63 includes trail improvements on a 800m section of trail starting from Victoria Road N. The balance of the trail improvements are deferred until additional funds are available. At that time, the GRCA will schedule and coordinate the work accordingly.

The tender did not include a contingency, therefore, it is proposed that a budget be approved with an internal contingency added. The total proposed budget is shown in Table 2.

Table 2: Budget

Revised Tender Amount	\$206,498.63
Contingency	\$23,501.37
Total budget excluding HST	\$230,000.00

Financial Implications:

Construction costs associated with the Guelph Lake City Link Trail Improvements will be fully funded by the trail sponsors.

Other Department Considerations:

Not applicable.

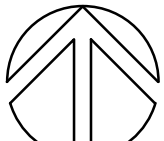
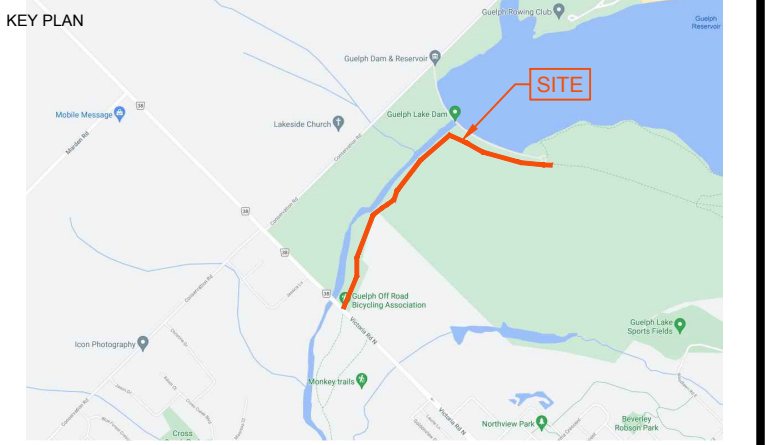
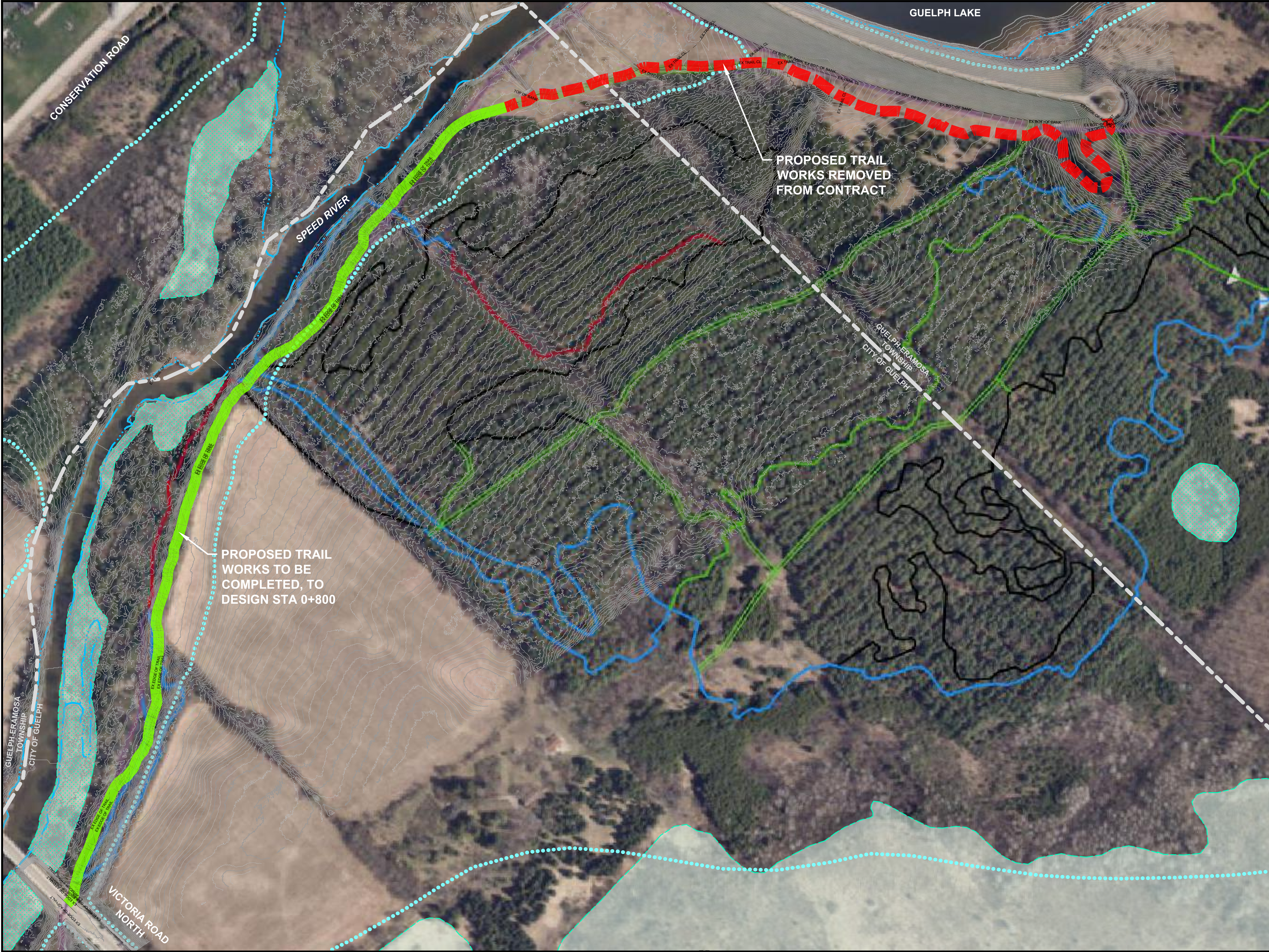
Prepared by:

Brandon Heyer
Manager of Central Services

Alan McKee
Project Supervisor

Approved by:

Karen Armstrong
Deputy CAO, Secretary-Treasurer



DATE	ISSUANCE	NO.

LEGEND

- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- CITY OF GUELPH LIMITS
- REGULATORY FLOODPLAIN - GRCA GIS
- EXISTING WATERCOURSE - GRCA GIS
- EXISTING WETLAND - GRCA GIS

IMAGE SOURCE:
<https://gorba.ca/guelph-lake-map/>

CLIENT
**GRAND RIVER
CONSERVATION AUTHORITY**
400 CLYDE ROAD, CAMBRIDGE

PROJECT
**GUELPH LAKE CITY LINK TRAIL
IMPROVEMENTS**
TRAIL ENHANCEMENT CONSTRUCTION
GUELPH, ONTARIO

TITLE
**LIMIT OF PROPOSED
TRAIL WORKS TO BE
CONSTRUCTED**

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Grand River Conservation Authority

Report number: GM-12-21-92

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: New Guelph Lake Nature Centre Update and Preliminary Redesign

Recommendation:

WHEREAS the GRCA remains committed to supporting the construction of a new Guelph Lake Nature Centre;

THEREFORE BE IT RESOLVED THAT staff proceed with obtaining revised detailed design plans, and seeking planning and permit approvals.

Summary:

The COVID-19 pandemic coupled with the provincial changes to the Conservation Authorities Act have had an ongoing impact on the GRCA's outdoor environmental education program, and consequently the new Guelph Lake Nature Centre (GLNC) project. The GRCA is currently reevaluating its outdoor environmental education program in order to develop a sustainable program model.

At the August 2021 General Membership meeting, an update on the new GLNC and the outdoor environmental education program was received as information. At that time, staff recommended that the new GLNC building be redesigned as a less expensive, multifunctional space that will meet the future needs of both the GRCA's outdoor environmental education program, as well as the Guelph Lake Conservation Area. Staff were directed to proceed with a preliminary redesign of the new building and to provide an update to the General Membership by the end of 2021.

Staff have worked with +VG Architects on a preliminary redesign to further decrease project costs. Staff recommend that the GRCA proceed with obtaining detailed designs and seeking planning and permit approvals, with the goal of proceeding with a tender for the project in the late summer of 2022.

Report:

The GRCA continues to gain insight about the operational impacts to its outdoor environmental education program resulting from the new regulations being implemented under the Conservation Authorities Act. The new regulations, coupled with the changes to the education sector brought on by the pandemic, have had a significant and ongoing impact on the GRCA's outdoor environmental education program. As such, a reevaluation of the GRCA's outdoor environmental education program is underway, and will include a complete assessment of the program, existing nature centre buildings and properties. While the review of the outdoor environmental education program is not complete, it has become evident that the new Guelph Lake Nature Centre building needed to be redesigned to align with the future needs of the program.

GRCA staff have worked with +VG Architects to redesign the proposed GLNC to further decrease projects costs, while ensuring it brings people together with nature from an early age - to learn, to experience nature and the environment around them, and to promote an ethic of stewardship in the Grand River watershed.

The new centre will immerse visitors into a dynamic, environmental learning experience from the moment they arrive on site and throughout their entire stay. The plan is a simple form to reduce construction costs and maintain energy efficiency, while its orientation and use of glass maximizes solar gain. Its articulation references the simple, yet elegant, rural architecture of the Guelph-Eramosa area. The building is made entirely of wood framing and primarily clad with wood siding materials, which along with a recycled metal roof, make it both environmentally friendly and durable. The orientation of the building has the sloping roof face south, making it ideal for the installation of future photovoltaic panels. This has been anticipated in the mechanical design, which is based on environmentally friendly electrical heating and cooling. The site chosen has already had an access road and granular parking lot installed, which will be upgraded and finished to suit the design of the facility and the building will connect to the septic system and well installed as part of the Guelph Lake Conservation Area maintenance shop construction.

The redesign of the new GLNC maintains an emphasis on accessible outdoor spaces and incorporates the importance of new technology and evolving trends in outdoor education. It also considers potential changes to building requirements due to COVID-19, and the needs of not only the GRCA's outdoor environmental education program, but also the needs of the Guelph Lake Conservation Area, in order to maximize the use of the building and GRCA funding sources.

Through the redesign, construction costs were decreased by reducing the building footprint, which includes the reduction of two classrooms. These two additional covered learning spaces will need to be considered as part of future fundraising efforts and completed as stand-alone projects on the vacant space surrounding the new nature centre building. Donor gift agreements have been considered and further discussions with the Grand River Conservation Foundation (GRCF) and respective donors will need to continue through subsequent phases to ensure donors are recognized for their generous contributions to this project.

The GRCA recommends that staff prepare detailed design drawings, and seek planning and permit approval from the appropriate authority. GRCA staff will also pre-qualify general contractors, tender the project and return to the Board for construction award approval.

Financial Implications:

The current estimated cost to complete the balance of the project is \$1,487,000.00. The balance of the GRCF funds for the project is \$1,667,720.15 (\$1,276,220.15 received + \$391,500.00 committed). In addition, there is \$45,000 remaining from the \$100,000 set aside by the GRCA in the Guelph Nature Centre Reserve that will be used to fund the redesign costs. Note a correction to report GM-08-21-62 New Guelph Lake Centre and Environmental Education Program Update, which indicated that the \$100,000 had not yet been accessed. In fact, \$55,000 was used to fund design costs incurred during 2020. Not all project costs are known, but in general, there is currently an estimated project-funding surplus of \$225,720.15, provided the committed funds are received. If committed funds are not received, the current estimated project-funding deficit is \$165,779.85. The GRCA and GRCF will continue to encourage all committed pledge donations to be received.

Two additional covered learning spaces will need to be considered as part of future fundraising efforts and completed as stand-alone projects on the vacant space surrounding the new nature centre building. If a project surplus is realized, funds will go towards additional grounds improvements and/or the addition of outdoor covered learning spaces as required.

Cost Estimate

Description of work	Approximate Cost
Estimate for a new Guelph Lake Nature Centre	\$1,120,000
Estimate to demolish the existing nature centre at a later date	\$50,000
10% contingency	\$117,000
Consulting fees, permits, furniture and equipment	\$200,000
TOTAL:	\$1,487,000

GRCA staff will continue to refine this estimate, as we work through detailed design, the planning approval process and required permits. Due to these design unknowns, fluctuating market conditions and supply chain issues as a result of COVID-19, the GRCA recognizes that there are ongoing risks to the budget.

To date, the GRCF has also contributed \$220,000 towards the following project costs: building studies, consulting fees, surveys, utility infrastructure and access roads.

Other Department Considerations:

This project has involved staff from many different departments at the GRCA and the Grand River Conservation Foundation Board has done considerable work fundraising for this project.

Prepared by:

Brandon Heyer
Manager of Central Services

Approved by:

Samantha Lawson
Chief Administrative Officer

Lisa Stocco
Manager of Strategic Communications
and Environmental Education



NOTES:

KEY PLAN:



PROJECT:
21775

NEW LEARNING CENTRE BUILDING

GUELPH LAKE NATURE CENTRE
GUELPH LAKE CONSERVATION AREA
7743 CONSERVATION ROAD, GUELPH, ON, N1H 6J1

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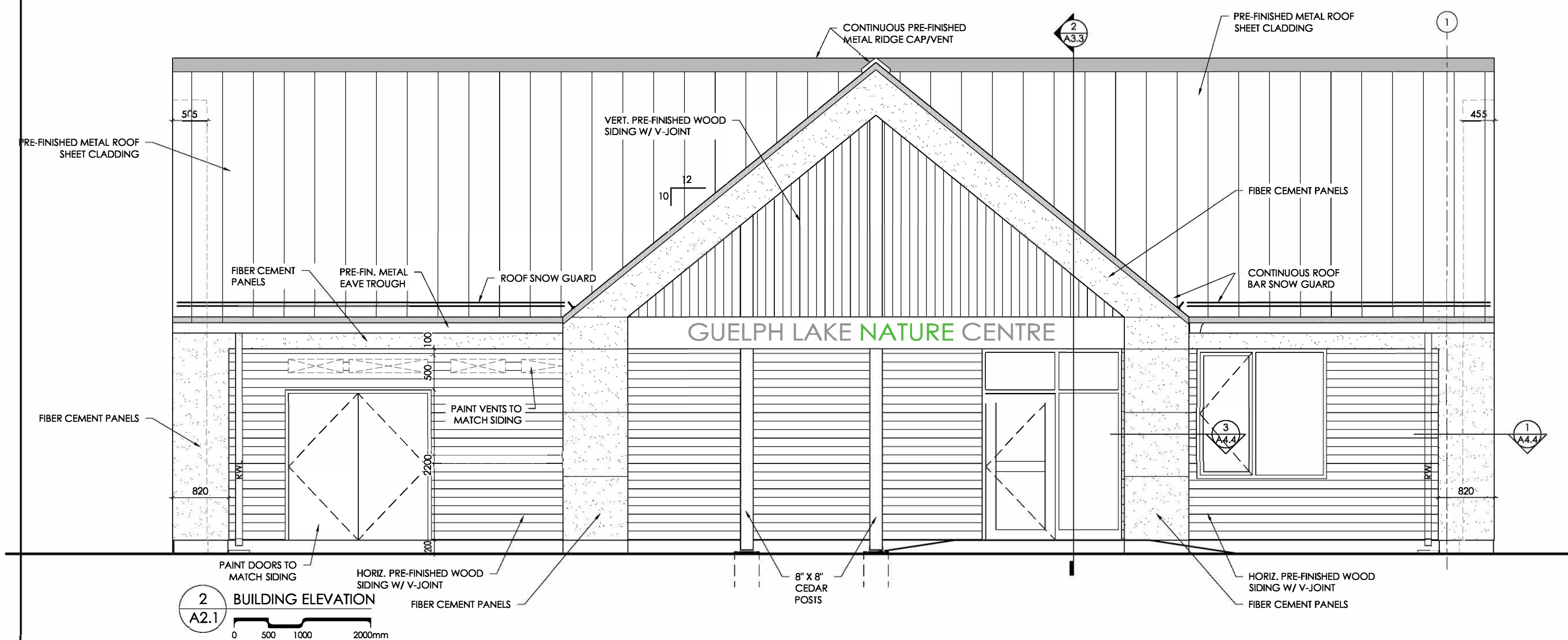
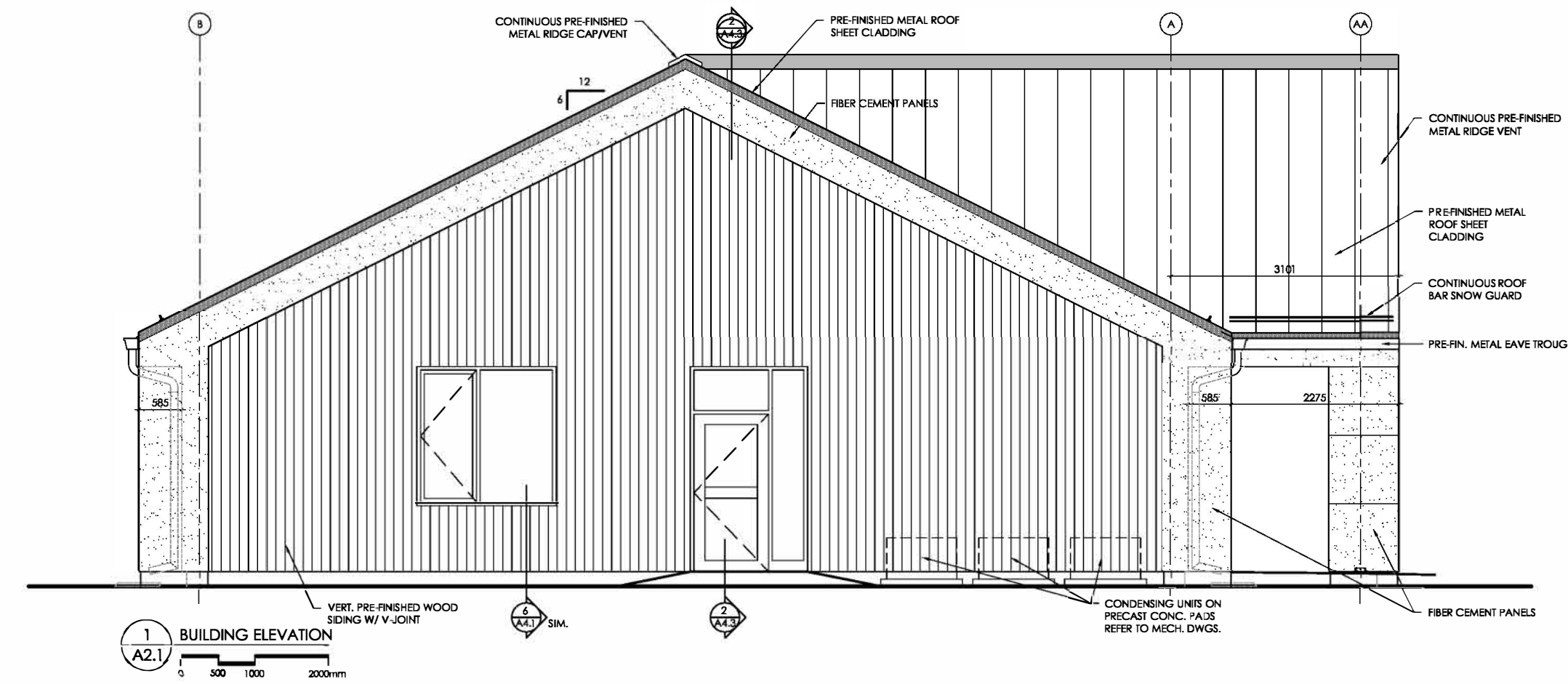
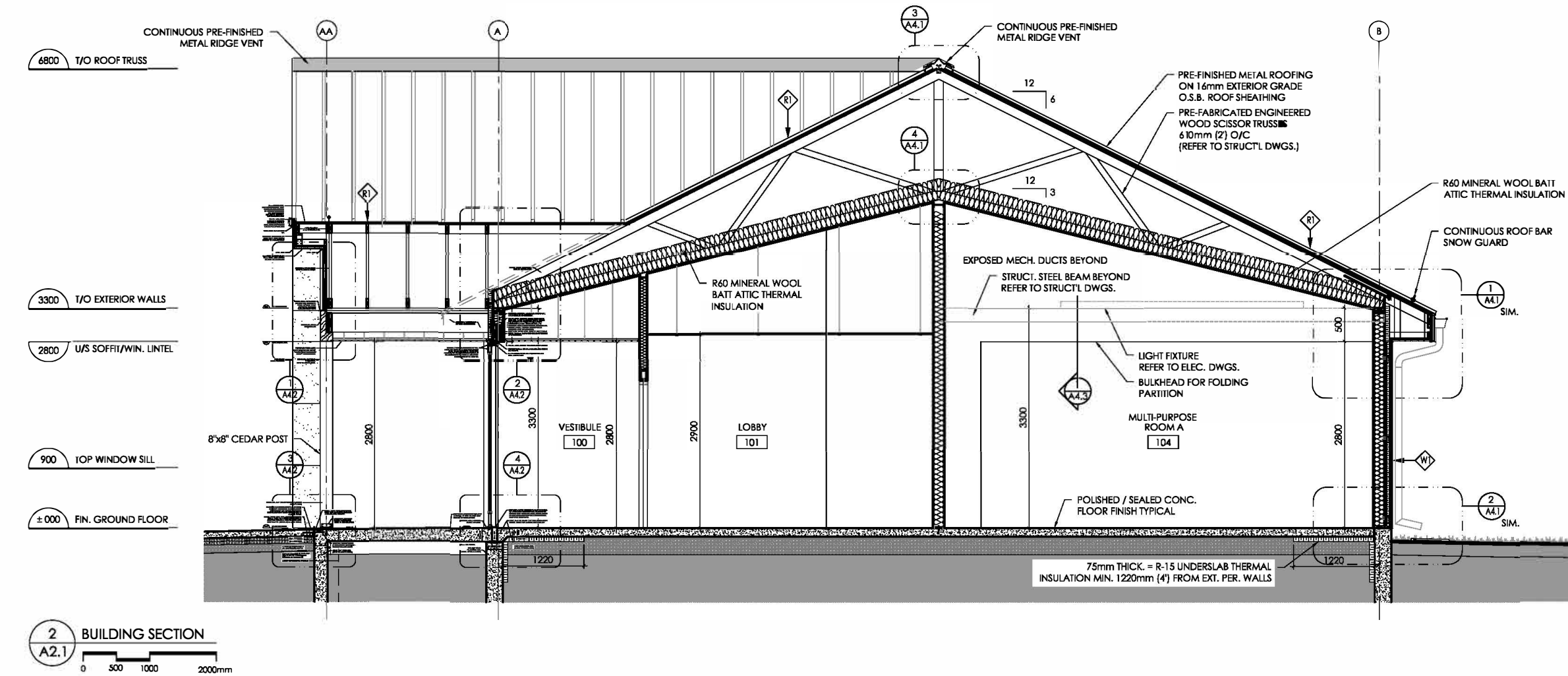
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PRELIMINARY
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+VG
ARCHITECTS
THE VENTIN GROUP LTD

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CHECKED BY : EB

Grand River Conservation Authority

Report number: GM-12-21-96

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: LDD Moth Update

Recommendation:

That Report Number GM-12-21-96 – LDD Moth Update be received as information.

Summary:

Ontario has been experiencing a significant LDD moth outbreak since 2020. Notable levels of defoliation first occurred on some Grand River Conservation Authority (GRCA) properties in the south half of the watershed in 2018. LDD moth populations are highly cyclical and are expected to decline over the next couple of years. Defoliation from LDD moth populations over multiple years can cause tree mortality, resulting in negative ecological impacts and increased hazard tree removal costs. Large numbers of caterpillars negatively impact GRCA conservation area visitor experience.

The GRCA implemented aerial treatments to limit impacts of LDD moth on susceptible portions of forest at 5 of its properties in 2020 and 2 of its properties in 2021. Through discussions between the Watershed Forester and Conservation Area staff it was decided that additional aerial treatments on GRCA lands would not be pursued in 2022. It is believed that the risk to forest health on GRCA lands are relatively low. It is anticipated that some pockets of caterpillar activity and defoliation may still occur on GRCA lands in 2022 but that forest health impacts will be minimal.

Report:

Previously known as Gypsy Moth, many organizations including the GRCA have transitioned to temporarily using LDD moth as an acronym for the species' Latin name (*Lymantria dispar dispar*) to identify this insect while awaiting a new common name.

LDD moth is a highly cyclical non-native forest pest. High populations of LDD moth result in the defoliation of a wide variety of deciduous and coniferous trees with significant potential impacts on tree and forest health. Oaks species are especially preferred. Tree mortality occurs primarily in trees already in decline or exposed to other stress, and increases with multiple years of defoliation. Regional outbreaks typically last two to four years after which populations crash due to natural factors.

Primary risks that LDD moth presents for the GRCA:

- Ecological impacts from declines/losses of oaks and other trees
- Negative conservation area visitor experiences due to large numbers of caterpillars/moths and tree declines and mortality
- Increased hazard tree and limb removal costs

Increasing populations of LDD moth have been experienced in many parts of southern Ontario over the past several years. Portions of the southern half of the Grand River watershed have been impacted since 2018. A notable increase across south and central Ontario occurred in 2020. That year, the NDMNRF mapped around 600,000 hectares of moderate and severe

defoliation. Close to 1.8 million hectares of defoliation were mapped in 2021 (see map in appendix). This is over four times higher than defoliation levels mapped in previous LDD moth outbreaks in Ontario.

The GRCA implemented an aerial spray program in the spring of 2020 using the biological pest control agent Btk (*Bacillus thuringiensis 'kurstaki'*). Highly susceptible portions of forest at Pinehurst, Brant and Byng Conservation Areas and at the Dryden Tract and FWR Dickson Wilderness Area were treated in 2020 (162 ha total) and additional treatments occurred at Pinehurst and Brant in 2021 (70 ha total).

The pattern of previous LDD moth outbreaks in Ontario has led many with experience in the field to predict that a decline in populations due to natural factors is highly likely within the next year or two. The likelihood of this is especially high in the southern portions of the watershed where populations have been highest the longest. It is unknown exactly when declines will occur and/or whether local pockets of significant defoliation may persist.

NDMNR staff are currently completing LDD moth egg mass counts at locations across Ontario. 2022 defoliation forecast maps based on this work are expected to be available in early winter. This mapping will be helpful in providing an overview of the direction the provincial outbreak is headed. To accurately determine the level of risk LDD moth presents for a specific forest or region, local egg mass counts or ongoing monitoring are required.

Egg mass counts on a number of GRCA properties in the south half of the watershed were completed prior to the 2019, 2020 and 2021 seasons. These counts were used to inform the treatment decisions made in 2020 and 2021. Levels of summer defoliation have been monitored in treated and untreated areas. General monitoring of egg mass levels occurred in early November of this year (see GRCA property observations in appendix).

From ongoing observations and discussions between the Watershed Forester and conservation area staff, the decision was made that fall-winter egg mass counts and 2022 aerial treatments on GRCA lands are not required based on several factors:

- in areas treated in 2020 and/or 2021, susceptible trees have had a break from significant defoliation over the past two seasons and should be able to withstand a moderate level of defoliation if it occurs in 2022
- 2022 defoliation on the GRCA lands monitored is generally expected to be lite (to moderate but patchy in some areas), based on general egg mass observations
- an increasing probability that regional LDD moth populations will soon decline (especially in the southern half of the watershed)
- defoliation on GRCA lands in the northern half of the watershed to date has been patchy and forests on those properties could withstand moderate to severe levels of defoliation if it occurs in 2022 without significant impacts on overall forest health

It is important to note that these observations and management decisions are specific to GRCA-owned lands. Moderate to severe defoliation occurred in many untreated forests and trees across the watershed in 2020 and 2021, including some areas in the north half of the watershed. Forecasts of potential impacts of LDD moth in 2022 by other watershed forest landowners should be based on forest specific observations and/or egg mass counts.

There are many provincial and local sources of information for landowners concerned about LDD. Two websites include the [Ontario Invading Species Awareness Program](#) and [Forest Invasives Canada](#). Information about GRCA's response can be found [on our website](#).

Financial Implications:

A total of \$26,000 was spent on LDD moth control on GRCA lands in 2021. The majority was for direct costs of aerial insecticide application on 70 ha of forest. In 2020 \$46,000 was spent on

LDD control. Again the majority related to aerial applications (162 ha). \$9500 of the 2021 total was used for hiring a contractor to monitor caterpillar emergence and for egg mass counts to forecast 2021 defoliation. Expenditures have been funded through the Conservation Area and Conservation Lands budgets. 2022 expenditures will be minimal and consist potentially of some individual tree injections, manual methods of control on individual trees, and potentially fall egg mass counts if warranted.

Other Department Considerations:

The following program areas continue to be involved in the planning, decision making and implementation of LDD moth management: natural heritage, conservation areas, communications, operations and Burford nursery staff.

Prepared by:

Ron Wu-Winter
Watershed Forester

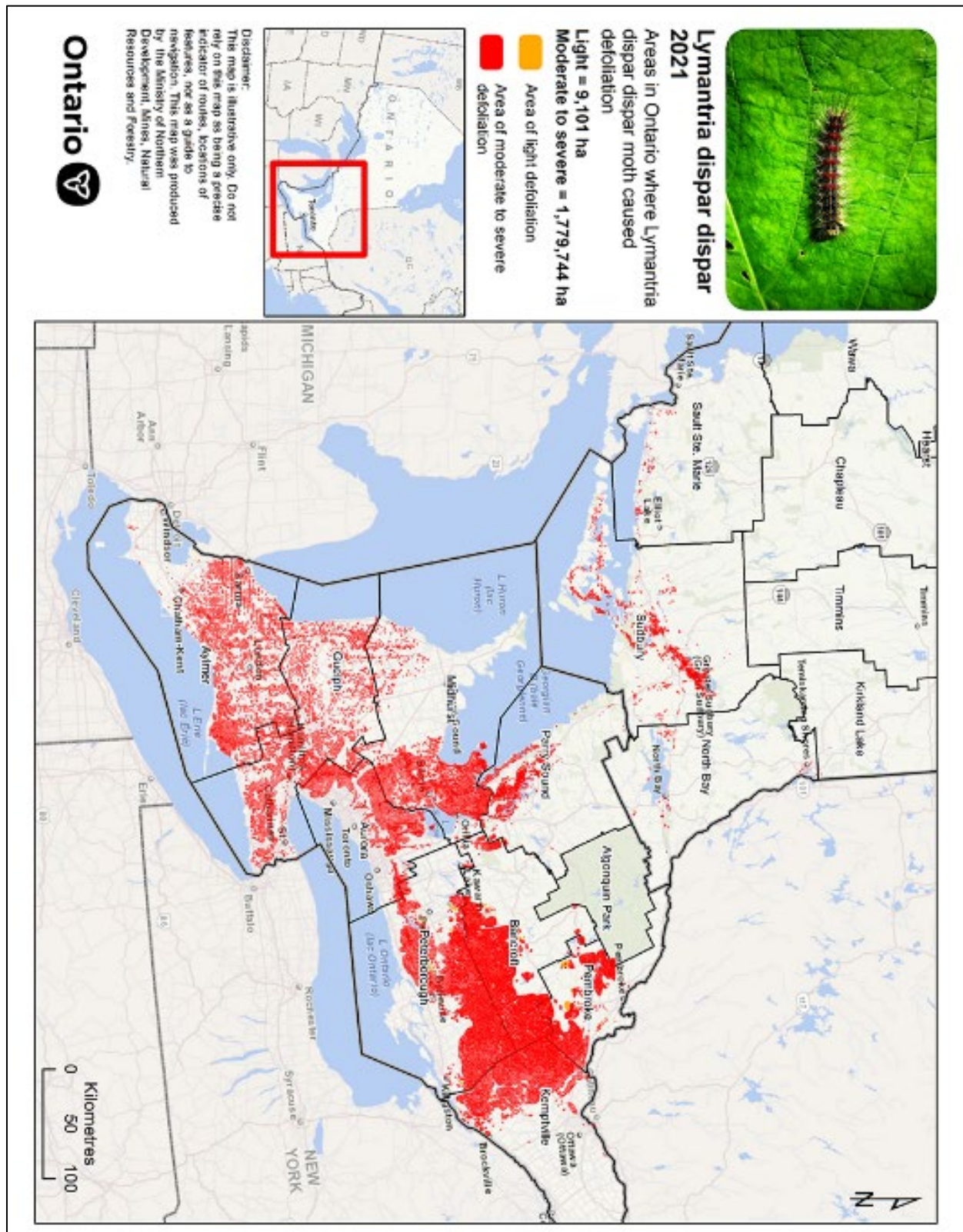
Approved by:

Nancy Davy
Director of Resource Management

Crystal Allan
Supervisor, Natural Heritage

Appendix

Figure 1 Map of 2021 LDD Defoliation in Ontario



LDD 2021 - Overview of Informal Monitoring on GRCA Lands

Byng Island – aerial treatment in 2020 (48.5 ha)

June\July 2021 Defoliation Monitoring

- Defoliation was very low throughout most of the Conservation Area (CA); one small cluster of oak trees near ball diamond has significant defoliation.
- Outside of CA, there is moderate to significant defoliation in adjacent trees on northwest edges of CA and throughout many other areas in Haldimand

Comments \ Recommendation

- Formal egg mass counts and 2022 aerial treatment not required; conservation area could consider individual tree protection measures

Brant – aerial treatments in 2020 (20.5 ha) and 2021 (38.2 ha)

June\July 2021 Defoliation Monitoring

- Treated areas in very good condition - oaks in same or better condition than at time of first application - 10% defoliation max; very few caterpillars on leaves
- Outside of treatment areas but within CA, most oaks 50-90% defoliation; poplars near entrance and gatehouse 90% plus. Oaks along entry road 60-90%
- Outside of conservation area – widespread significant defoliation in untreated trees\forests

November 2021 Egg Mass Observations

- Most trees in treated areas have low numbers of egg masses, but a few are moderate
- Untreated areas including oaks along entrance way road up to pool - moderate to high egg mass levels;

Comments \ Recommendation

- Could consider formal egg mass counts to inform 2022 aerial treatment decision, however suspect low to moderate defoliation in treated portions and that trees are able to take any stress given previous year(s) of relief; areas at most risk (untreated portions of forest near gatehouse and entry road) are of lower overall susceptibility and use; conservation area could consider individual tree protection measures

Nelson Aggregates (south of Paris) – untreated, visited as general benchmark

November 2021 Egg Mass Observations

- Most oaks have high (to moderate) egg mass numbers. Many of the new egg masses are very small (< 2 cm)

Pinehurst – aerial treatments in 2020 (49 ha) and 2021 (32 ha)

June\July 2021 Defoliation Monitoring

- Defoliation of trees in treatment area very low < 10% and similar to levels at time of first application. Very few caterpillars present on small oaks near beach (found 2)
- In untreated seasonal campground, defoliation and caterpillar levels low on red and white oak even though bigger white oak have fair # of old egg masses
- defoliation of oaks just outside of CA (to north) is moderate to severe; many trees\forests in surrounding areas have significant defoliation

November 2021 Egg Mass Observations

- Generally new eggs mass levels low (and much lower than old masses). A few trees around with moderate levels. Suspect that given low # of egg masses in untreated areas at Dickson that populations are in decline in surrounding area

Comments \ Recommendation

- Formal egg mass counts and 2022 aerial treatment not required; conservation area could consider individual tree protection measures

Dryden & FWR Dickson – aerial treatments in 2020 (Dryden 34 ha, Dickson 10 ha)

June\July 2021 Defoliation Monitoring

- Dryden - Defoliation is light across most of property- odd oak has moderate
- defoliation levels in surrounding forests are high (to moderate)

November 2021 Egg Mass Observations

- Dickson - Egg masses low to moderate throughout; a lot more old egg masses than new. Higher but moderate levels on a few of the poplars and oaks at back of the forest near the lake
- In untreated portions of the property, egg masses also low to moderate

Comments \ Recommendation

- Formal egg mass counts and 2022 aerial treatment not required

Shades Mill – no previous treatments

June\July 2021 Defoliation Monitoring

- Some pockets of moderate to significant defoliation- especially poplar and birch but not wide enough spread or enough susceptible trees to justify aerial spraying

November 2021 Egg Mass Observations

- During a short site walk it was noted low egg mass levels on most species; a couple of oaks have moderate levels

Comments \ Recommendation

- Formal egg mass counts and 2022 aerial treatment not required; conservation area could consider individual tree protection measures

Rockwood – no previous treatments

June\July 2021 Defoliation Monitoring

- Overall defoliation is low to moderate although there are small pockets of trees with heavy defoliation; primarily on birch, poplar and red oak; overall concentration of susceptible species in CA is moderate (not as high as southern CAs)

Comments \ Recommendation

- Formal egg mass counts and 2022 aerial treatment not required; conservation area could consider individual tree protection measures

Grand River Conservation Authority

Report number: GM-12-21-91

Date: December 17th 2021

To: Members of the Grand River Conservation Authority

Subject: Grand River Watershed Flood Warning System

Recommendation:

THAT Report Number GM-12-21-91 – Grand River Watershed Flood Warning System be received as information.

Summary:

A pre-winter Flood Coordinator's meeting was held on December 2nd 2021. The program included a review of the flood fan-out system test, a discussion on the role of the GRCA, Police and municipal Flood Coordinators. Presentations relating to the current flood message fan-out procedures, explanation of GRCA reservoirs and dikes, implementation plan for reach based flood zone mapping, emergency preparedness plans for GRCA dams and communication of flood messages to the public were delivered. A guest speaker, Jenifier Boyer from the State of Michigan delivered a presentation about a dambreak emergency flood in a County of Michigan and the importance of emergency preparedness plans to successfully manage that emergency and avoiding loss of lives. The meeting wrapped up with the current watershed conditions outlook heading into the winter of 2022. Current long range forecasts suggest very changeable weather, potentially indicating many mid-winter melts. Municipal Flood Coordinators, Municipal Police, Ontario Provincial Police, Environment Canada, Province of Ontario and GRCA staff attended the meeting. The Grand River Flood Warning booklet is being updated and will be mailed out in December to all municipalities, police services and other agencies that participate in the Grand River flood warning system. One reason for initiating a pre-winter meeting is to ensure all contact information is up to date heading into the winter season to be as prepared and organized as possible, particularly this year given the challenges faced with COVID-19.

Report:

Flooding has long been a major concern to residents of the Grand River valley. While most major river flooding occurs in March and April, serious flooding can still occur any month of the year. It is anticipated that the frequency and severity of flood events will increase as a result of climate change. The Grand River Conservation Authority has undertaken a major program of flood control through the construction of reservoirs and dike systems. While these reservoirs and flood protection works play a significant role in managing floods, they do not eliminate the possibility of flooding.

The primary responsibility for managing a flood emergency rests with the municipality, through its emergency plan. The Grand River Conservation Authority has the following roles during a flood emergency:

- a) Monitoring watershed and weather conditions to predict flooding;
- b) Operating dams and reservoirs to reduce the effects of flooding; and
- c) Issuing flood warning messages.

In the event of a flood, it is important that watershed residents and emergency response personnel be warned in sufficient time to take appropriate action to reduce flood damages and

the threat of loss of life. The Grand River Conservation Authority has developed a “fan-out” flood warning system to provide timely flood warnings and information to municipal officials and watershed residents.

The normal 2021 Flood Coordinator’s meeting was held on February 17. This meeting was delivered as a virtual meeting using Microsoft Teams software. An in-person meeting was not possible as a result of the current COVID-19 situation. A second pre-winter Flood Coordinators meeting was delivered as a virtual meeting using Microsoft Teams software on Thursday December 2nd. The purpose of the pre-winter meeting is to ensure contact information is up to date heading into the winter season. In recent years, 2018 and 2020 significant floods occurred during the winter season, highlighting the importance of preparedness heading into the winter season. It’s an example of pragmatic adaption to climate change. There appears to be a trend to more frequent and severe mid-winter floods, this trend is most likely linked to climate change.

A pre-winter Flood Coordinator’s meeting was held on December 2nd 2021. The program included a review of the flood fan-out system test, a discussion on the role of the GRCA, Police and municipal Flood Coordinators.

Presentations relating to the current flood message fan-out procedures, explanation of GRCA reservoirs and dikes, implementation plan for reach based flood zone mapping, emergency preparedness plans for GRCA dams and communication of flood messages to the public were delivered. These presentations helped provide context and information to new personnel not familiar with the flood warning system and provided an update to personnel that have been previously involved.

An update was provided on new river reach based flood zone mapping being prepared along reaches of the large rivers. Preparation of river reach based flood zone mapping is strategic, once implemented this mapping will provide important base information to municipal emergency preparedness plans for floods and will help better inform residents and business in floodplains of potential impacts from a given flood event.

A presentation was delivered highlighting the importance of communications during floods. The municipal flood communications system in place in North Dumfries was highlighted as an effective example of flood communications. The Community Emergency Management Coordinators in Waterloo Region along with GRCA staff collaborated previously to develop a draft of a Joint Flood Communications Plan for Municipalities in Waterloo Region, just prior to the pandemic. The intent is to finalize this plan and share it with watershed municipalities to assist in standardizing flood communications across the watershed. The approach used in the Township of North Dumfries follows the approaches identified in the Joint Flood Communications Plan.

A guest speaker, Jenifer Boyer from the State of Michigan delivered a presentation about a dambreak emergency flood in a County of Michigan and the importance of emergency preparedness plans to successfully manage that emergency and avoid loss of lives. Emergency plans and exercises were completed in the County of Midland in the state of Michigan prior to two dam failures in May 2020. The emergency preparedness planning avoided loss of life during the dambreak emergency. It’s estimated 12 lives would have been lost in the absence of having good emergency preparedness plans in place. Jenifer’s presentation was a reminder of the importance of dam safety and emergency preparedness plans for dam emergencies.

A total of 138 people participated in the December 2nd virtual Flood Warning Emergency Planning meeting. Participants included members of the following organizations and agencies: Flood Coordinators and Police from watershed, municipalities, Ontario Provincial Police, Environment Canada, Province of Ontario and GRCA staff. The following table compares the attendances at the 2020 and 2021 meetings.

Table 1 Attendance 2020 and 2021 Municipal Flood Coordinators Meetings

Agencies Represented	2021 Dec. Attendance	2021 Feb. Attendance	2020 Dec. Attendance	2020 Feb. Attendance
Municipal Flood Coordinators	65	61	59	36
Municipal Police	2	6	1	4
Ontario Provincial Police	3	1	1	0
Provincial Ministries	6	2	8	0
Water Survey – Environment Canada	3	0	2	2
Other Conservation Authority staff	12	10	5	4
News Media	0	0	0	0
GRCA Staff	44	38	35	28
Other	3	4	5	0
Total Persons in Attendance	138	122	116	74

To ensure a strong communications link, the Flood Warning System was tested twice this year. This year's test was run on February 9th 2021 and a second new test was run on November 29th 2021. All municipalities received the message and all but 3 confirmed receipt of the test message. All police services received the message. Follow-ups were made with those municipalities that did not confirm receipt of the test message.

The Flood Warning System "Booklet" has been updated to reflect changes brought forth as a result of the Flood Warning Test and the Flood Coordinator's meeting and will be issued in December to the following:

- a) Clerks of all municipalities in the Watershed including Regional and County Governments;
- b) Members of the Grand River Conservation Authority;
- c) Police Services listed as part of the flood message fan-out system;
- d) Radio and Television stations in the watershed;
- e) Daily and weekly newspapers in the watershed;
- f) Authority operating personnel; and
- g) Provincial and Federal Agencies listed in the Flood Warning System Booklet.

Financial Implications:

Not Applicable.

Other Department Considerations:

Not Applicable.

Prepared by:

Dwight Boyd, P. Eng.
Director of Engineering

Chelsea Fleming
Engineering Technical Assistant

Approved by:

Samantha Lawson
Chief Administrative Officer

Figure 1 Map of Upper Tier Municipalities Receipt and Confirmat of Flood Test Message

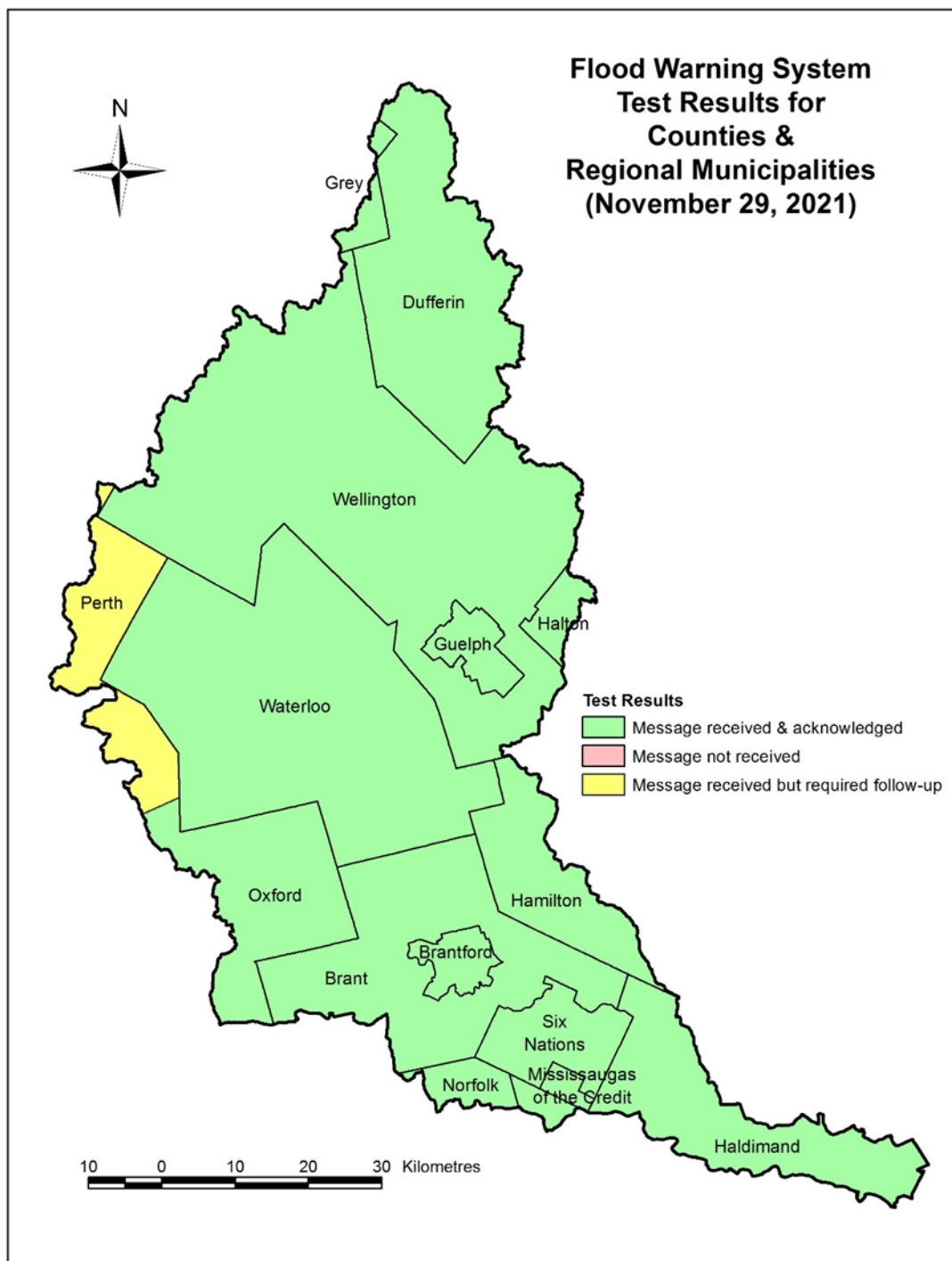
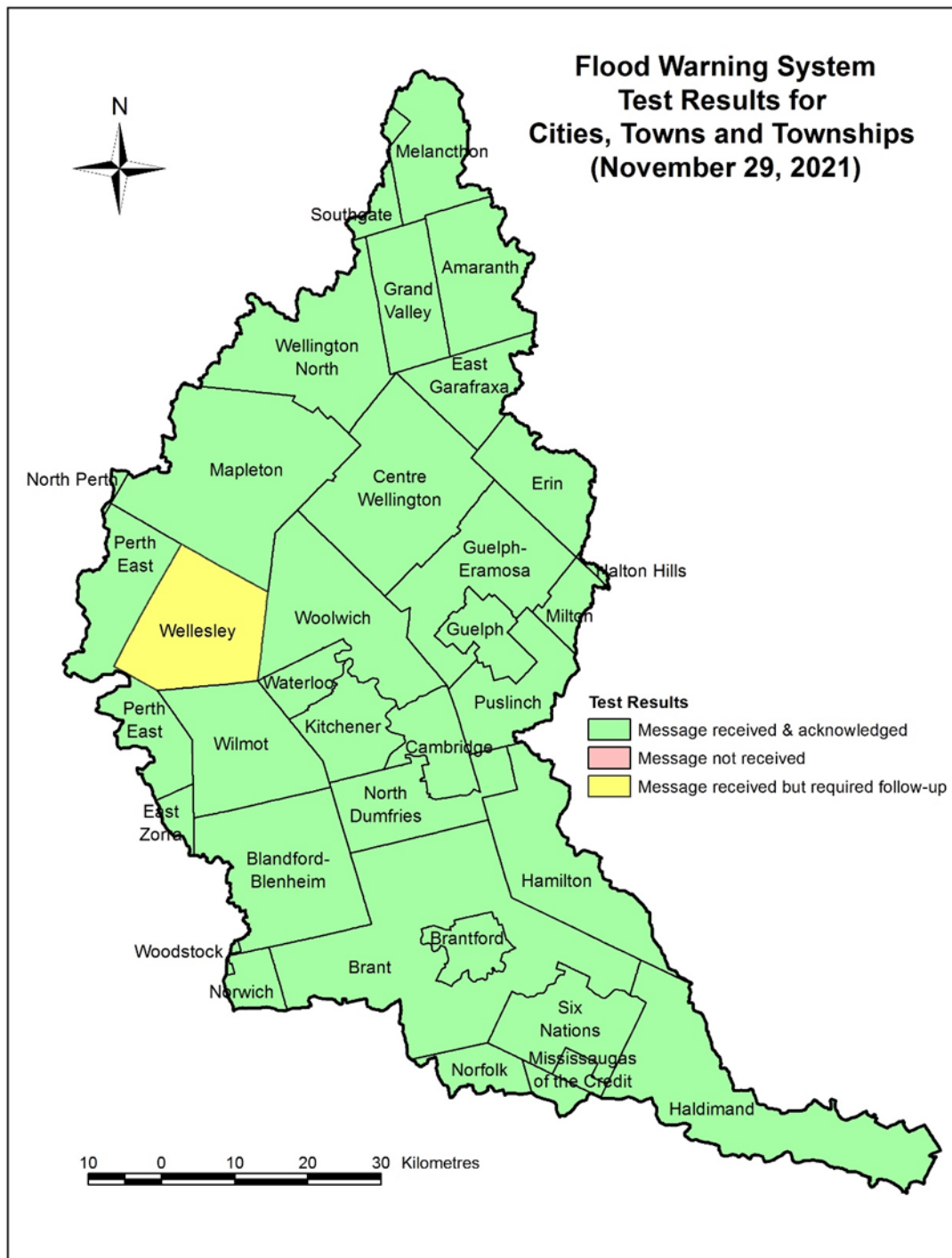


Figure 2 Map of Lower Tier Municipalities Receipt and Confirmat of Flood Test Message



Grand River Conservation Authority

Report number: GM-12-21-99

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: Current Watershed Conditions as of December 8, 2021

Recommendation:

THAT Report Number GM-12-21-99 – Current Watershed Conditions as of December 8, 2021 be received as information.

Summary:

Dry conditions in the first five months of the year affected groundwater recharge, stream flow and reservoir levels. By the end of May, most of the watershed had received only about 70% of normal precipitation. Low water conditions were declared by June and augmentation from the reservoirs increased to reach maximum levels during a dry period in August.

The second five months were quite a bit wetter with September having roughly twice the normal precipitation. There were major storms in September and minor flooding in areas without reservoir control. October continued to be wet, but was also very warm with the average monthly temperature approximately four degrees higher than normal. November saw the return of snow and freezing conditions to the watershed.

Lake Erie continued to be high in 2021, but was below levels in 2020 until November when the average level increased due to higher precipitation in the early fall months.

The upcoming winter forecast is for warm and wet conditions with periodic mid-winter thaws and an active storm track over the lower Great Lakes.

Report:

Precipitation

Annually, precipitation in 2021 was near normal in the southern part of the watershed and slightly below normal in the north. However, total annual precipitation does not tell the whole story of 2021 conditions. Precipitation was split with the first half of the year very dry and the second half very wet.

The first five months were dry. By the end of May, only 70% of normal precipitation was recorded across the watershed. The Shand Dam climate station saw especially dry conditions and recorded only 62% of the long term average up to the end of May with an overall deficit of 132mm. A dry winter and spring can affect water resources beyond their seasons due to reduced groundwater recharge, low wetland water levels and challenges filling reservoirs. These can result in low water levels for an extended period even once normal precipitation returns.

After a dry start to the year, the June to October period was wet with approximately 133% of normal precipitation. Precipitation during the summer months was mostly from convective storms with short bursts of rain over limited areas. September saw a return of watershed wide large storm systems starting with a series of repeated large frontal systems delivering rain, wind and lightning across the watershed. Then a large, multi-day storm event occurred on September

21 and 22nd, which delivered a month's worth of rain to many parts of the watershed over a three day period. Total precipitation in September was over 200mm in parts of the watershed.

Drier conditions returned in November along with mixed precipitation and snow with the first snow survey of this season conducted on November 15. The first week of December has seen all types of precipitation including rain, snow, freezing rain and sleet. Precipitation amounts for December to date, as shown in Table 1, are close to the long term average for the first half of the month.

Table 1: Current monthly precipitation for climate stations across the watershed up to December 8, 2021 including the long term average precipitation for half of December.

Climate Station	Current Month Precipitation (mm)	Long Term Average Precipitation (mm)	Percentage of Long Term Average (%)
Shand	35.8	37.1	97%
Conestogo	37.0	42.4	87%
Guelph	26.7	35.1	76%
Luther	37.2	39.4	94%
Woolwich	27.6	34.8	79%
Laurel	27.1	37.1	73%
Shades	25.6	35.3	72%
Brantford	29.0	28.8	101%

Very high rainfall in September and October is shown in Table 2 by the high percentage of precipitation over the last three months, while the last 12 months show that the overall precipitation for 2021 is close to the long term average. A visual representation of these trends for the Shand climate station is also given in Figure 1.

Table 2: Precipitation trends as a percentage of the long term average over the last 18 months

Climate Station	Last Month	Last 3 Months	Last 6 Months	Last 12 Months	Last 18 Months
Shand	64%	124%	109%	100%	101%
Conestogo	70%	132%	117%	96%	95%
Guelph	65%	145%	133%	110%	111%
Luther	97%	124%	115%	110%	107%
Woolwich	62%	103%	100%	78%	97%
Laurel	59%	144%	136%	101%	102%
Shades	61%	163%	141%	103%	109%
Brantford	78%	164%	130%	104%	108%

Air Temperatures

2021 generally had above normal temperatures, although some months were cooler than others. January started winter with warm temperatures and then February was colder than the long term average. March and April were warm followed by a cool May.

In the summer, July was on the cool side with temperatures about half a degree below the long term average. While August was hot with an average monthly temperature over two degrees above normal. The last part of August saw many days with temperatures over 30 degrees across the watershed.

The transition to fall temperatures started in September with average monthly temperatures near to the long term average. Summer conditions returned in October with the average monthly temperature near four degrees above the long term average. Many days recorded high temperatures in the mid-twenties and overnight lows in the high teens.

Cooler and more seasonal temperatures returned in November bringing frost, freezing conditions and snow. The first week of December was well above the long term average. A visual representation of these trends for the Shand climate station is given in Figure 2.

Groundwater Resources

Groundwater levels in the Provincial Groundwater Monitoring Network and Grand River Conservation Authority monitoring wells across the watershed were analyzed to the end of November and are shown in Figure 3. After very low monitored groundwater levels this past summer, most sites have recovered to their normal levels resulting from above normal fall precipitation.

This past year saw unusually low groundwater conditions that are now returning to normal levels. The spring of 2021 was much drier than usual which resulted in very little groundwater recharge. This in turn resulted in very low groundwater levels throughout the summer months. The low groundwater levels reduced baseflows within cold water streams such as Whitemans Creek and the Eramosa River. High amounts of precipitation received in July and August did not greatly affect groundwater levels as it was largely intercepted, and absorbed, by plant roots as it infiltrated into the ground. Groundwater levels began to recover this fall as plant growth ceased and infiltrating precipitation made its way into the groundwater system.

Figure 4 shows water levels in the Burford overburden monitoring well over the past four years. In 2021, water levels did not follow the normal seasonal pattern with no increase to levels over the winter and spring period. Levels have stayed fairly steady throughout the year with a slight decline over time and then levels started to recover in November.

Lake Erie Water Levels

Lake Erie levels continued to be high in 2021. Throughout most of the year the average lake level at Port Colborne was approximately 0.5m above the long term average and about 0.3m below the same levels in 2020.

Levels started to increase again in November back to similar levels recorded in 2019 and 2020. The average lake level in November was 174.71m, which is 0.71m above the long term average and 0.02m above November 2020. There was a lake surge event on December 6 due to high winds. There was minor flooding in Lake Shore Flood Zone 1 in Haldimand County.

The long range forecast for Lake Erie, Figure 5, is for the lake level to decrease through to the end of the year and then increase again early in 2022. A High Lake Level Conditions Statements remains in effect.

Reservoir Conditions

The large reservoirs were used for both of their main purposes in 2021: flood damage reduction and low flow augmentation.

The reservoirs were filled with snowmelt and rainfall beginning in March. It was a challenge to fill the reservoirs this year due to lower than normal snowmelt and spring precipitation. The augmentation season began early in May and continued right through to September. Augmentation was highest in August. During dry periods, augmentation accounted for upwards

of 80% of flow through Kitchener, 40% of the flow through Brantford and 70% of the flow on the Speed River through Guelph.

Water was taken into storage during the large rainfall events in September and resulted in reducing downstream flood peaks by approximately 50 percent. The reservoirs were actively managed through the fall period to reduce flood peaks and release water to prepare for winter freeze up. As of December 8, the large reservoirs were slightly above their normal operating level due to a large rain event in recent days prior to this report.

The reservoirs will continue to be operated throughout the late fall to stabilize water levels before winter freeze up. Year to date reservoir levels and operating rule curves are shown in Figures 6 and 7 for the four largest reservoirs

Low Water Response

The Grand River Low Water Response Team put the watershed into a Level 1 condition on June 4th due to low precipitation over the previous three months. Although precipitation increased through the next few months, low natural base flows and groundwater levels kept the watershed in a Level 1 condition until October.

Long Range Forecast

Three long range forecasts were consulted for the winter period. All three forecasts are calling for a warm and wet winter season. Temperatures will not be consistent with short periods of cold followed by extended mid-winter thaws. Precipitation will be mixed with an active storm track setting up over the Great Lakes. There is also a high probability of heavy lake effect snow events due to the warm lake waters and lack of ice cover.

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 was held with municipal flood coordinators, community emergency management coordinators, police, other agencies and GRCA staff involved with the GRCA flood warning system. The meeting was well attended and described in a separate board report.

An updated Grand River Flood Warning System guide is being published and will be mailed to municipalities, police and other agencies involved with the GRCA flood warning system. The updated guide will provide updated contact information. A new sharepoint site has been created, where flood resource information will be shared and an electronic copy of the Grand River Flood Warning System guide will be maintained throughout the year.

Hosting a prewinter municipal flood coordinators meeting is intended to improve preparedness heading into the winter season and is an example of adapting to climate change in response to large winter floods experienced in February 2018 and January 2020. It is important to have contact information up to date and readily available.

Financial Implications:

Not applicable

Other Department Considerations:

Not applicable

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Figures:

Figure 1: Shand Dam Monthly Precipitation 2017 to December 8, 2021

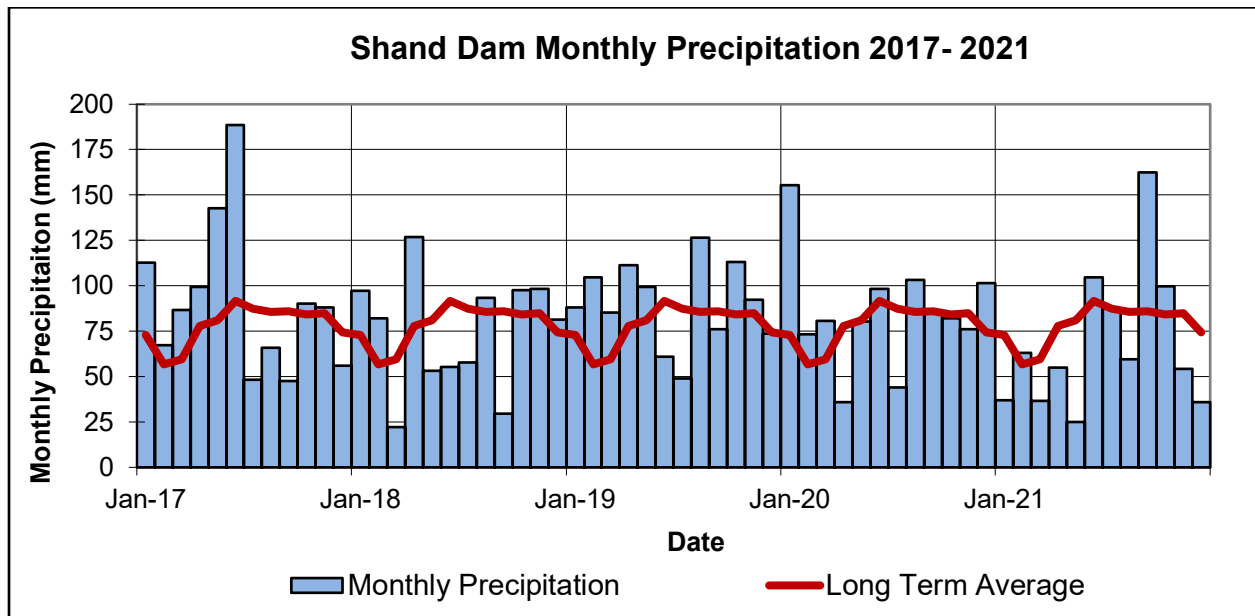


Figure 2: Monthly Average Air Temperatures at Shand Dam from 2017 to December 8, 2021

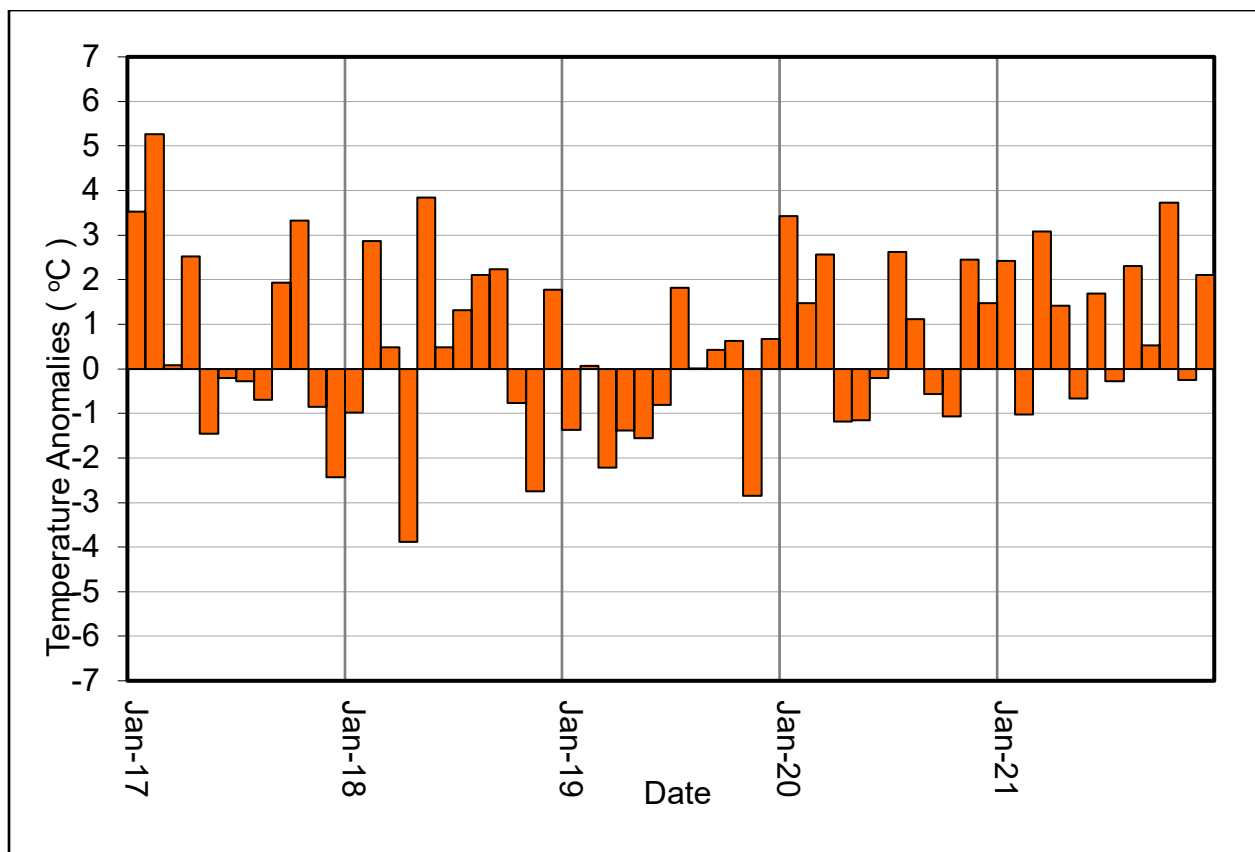


Figure 3: Groundwater conditions at GRCA monitored groundwater wells November 2021

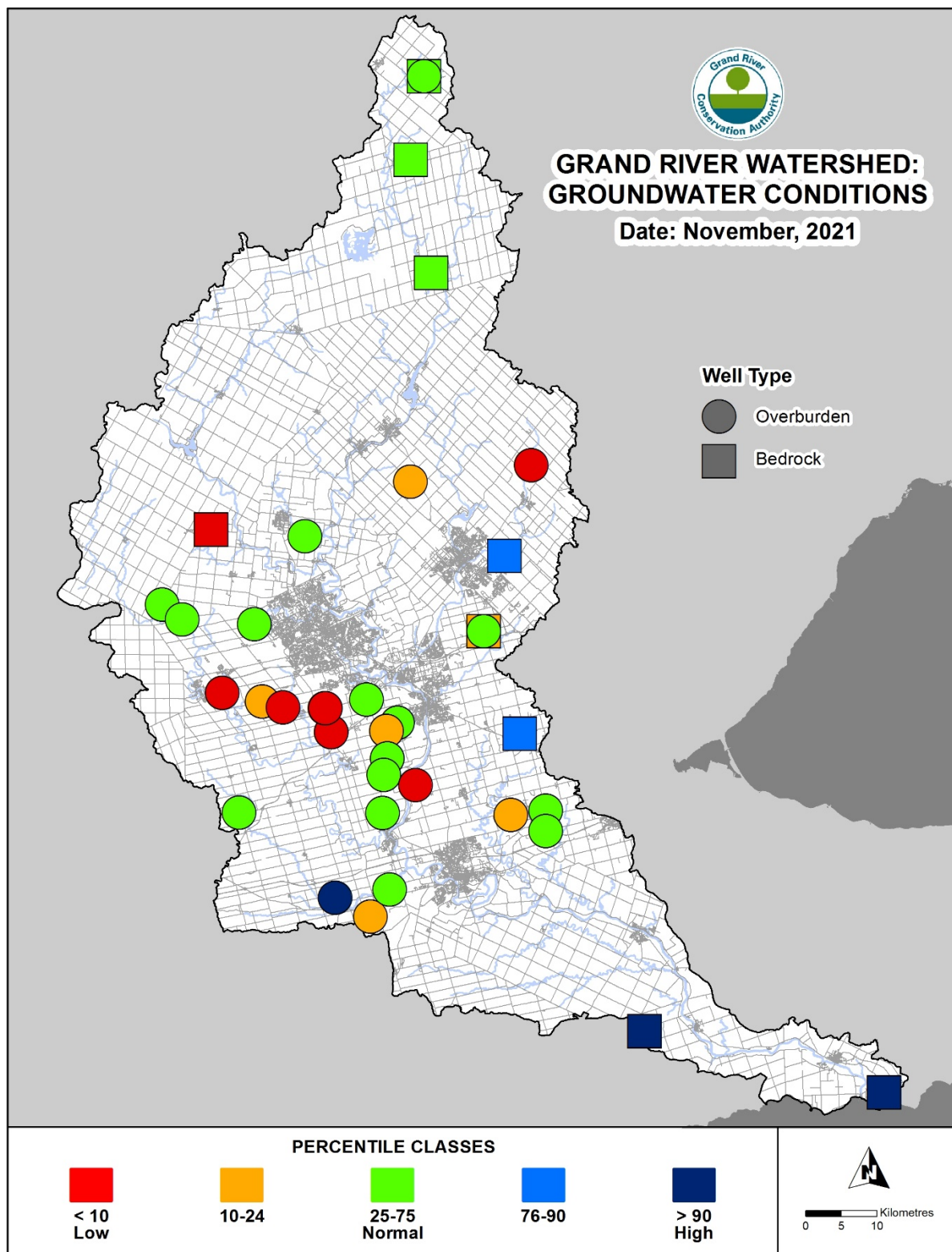


Figure 4: Groundwater conditions at Burford Monitoring Well W065-4

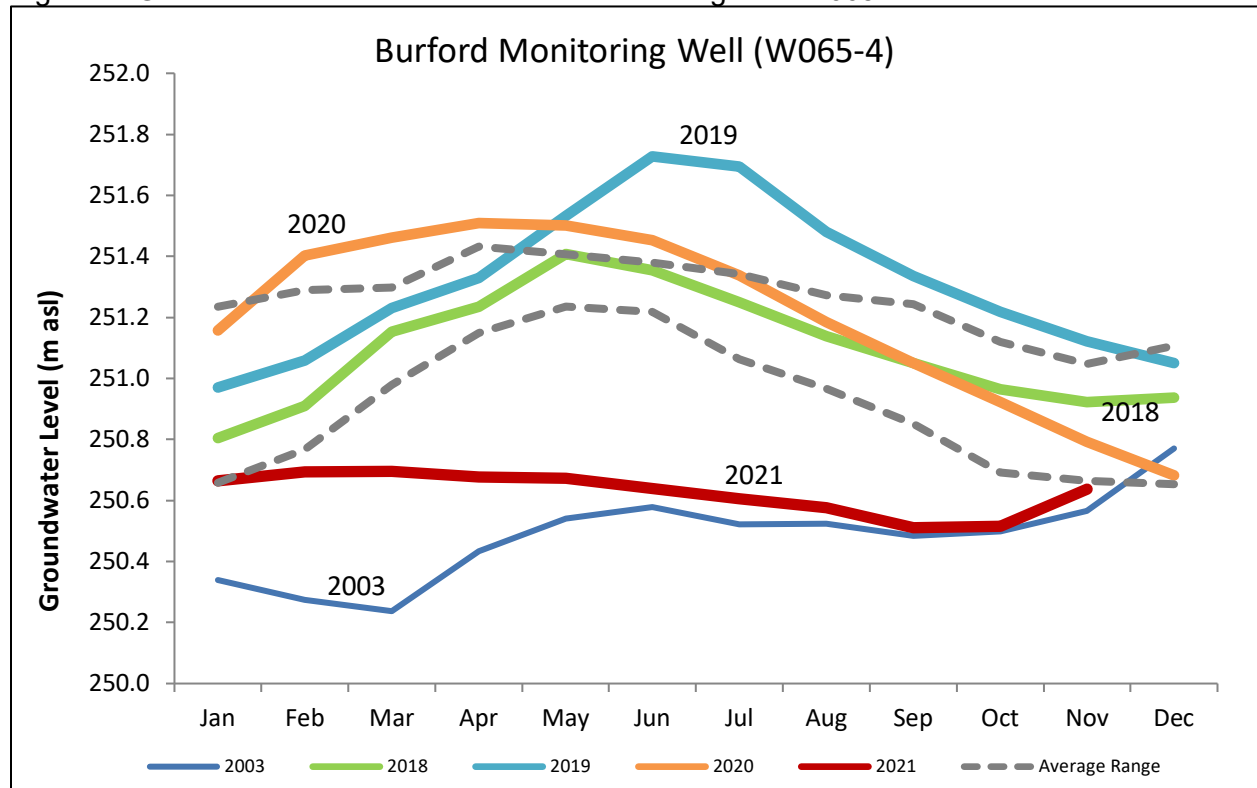


Figure 5: Water levels for Lake Erie at Port Colborne

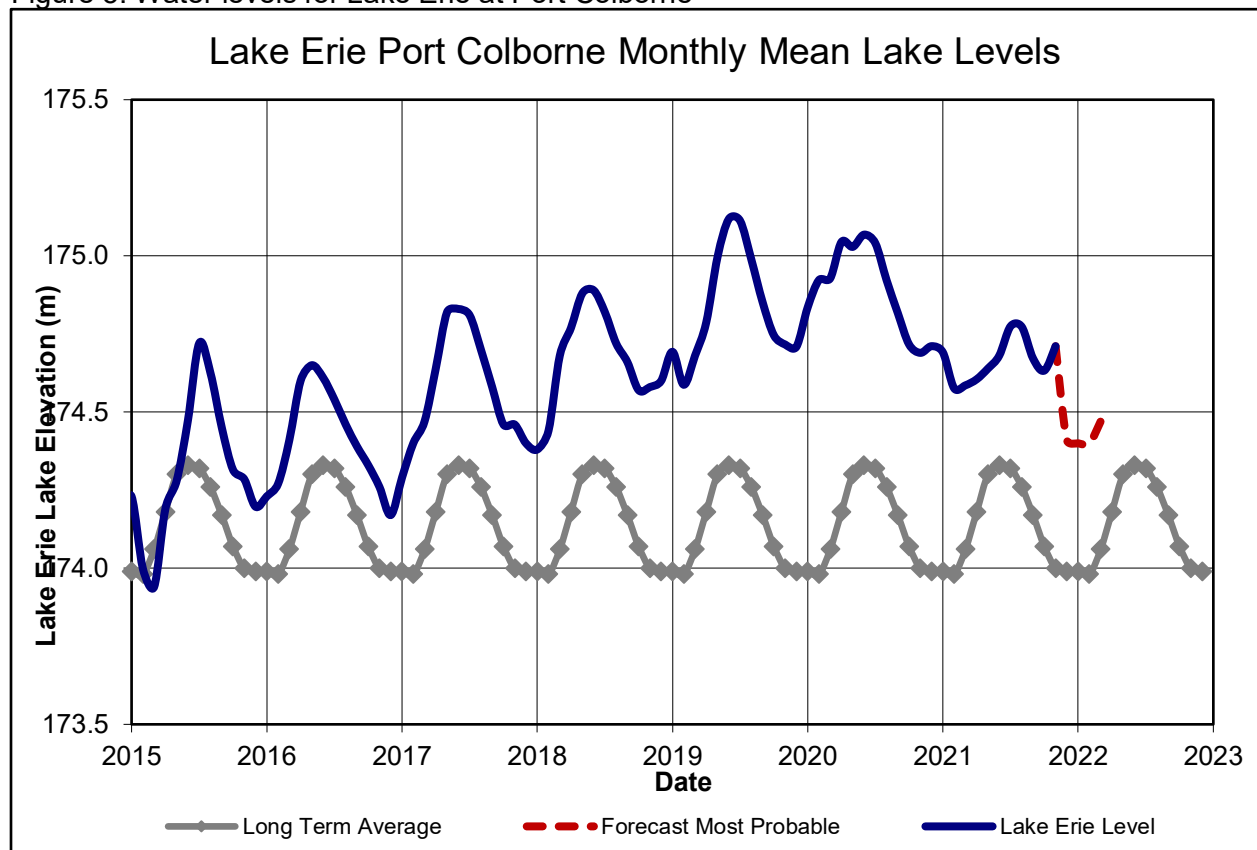


Figure 6: Shand and Conestogo Reservoir Elevation Plots for 2021

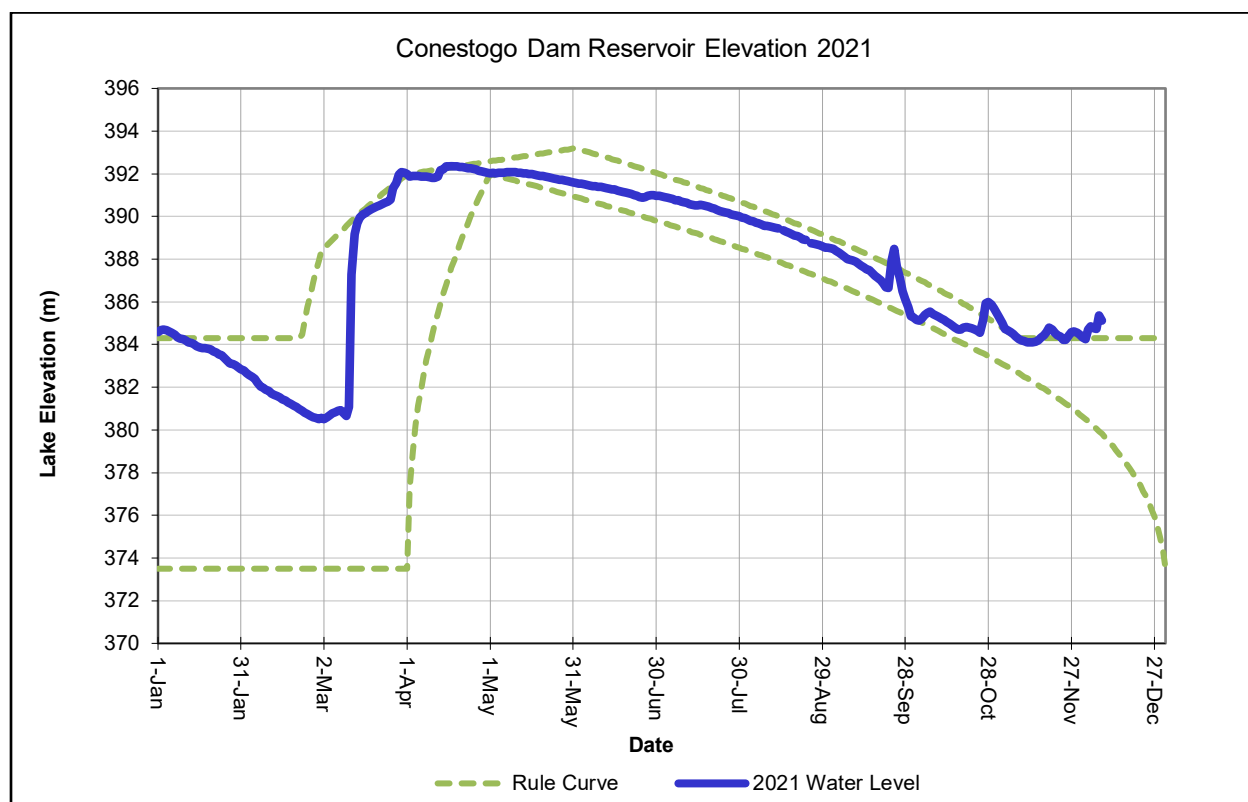
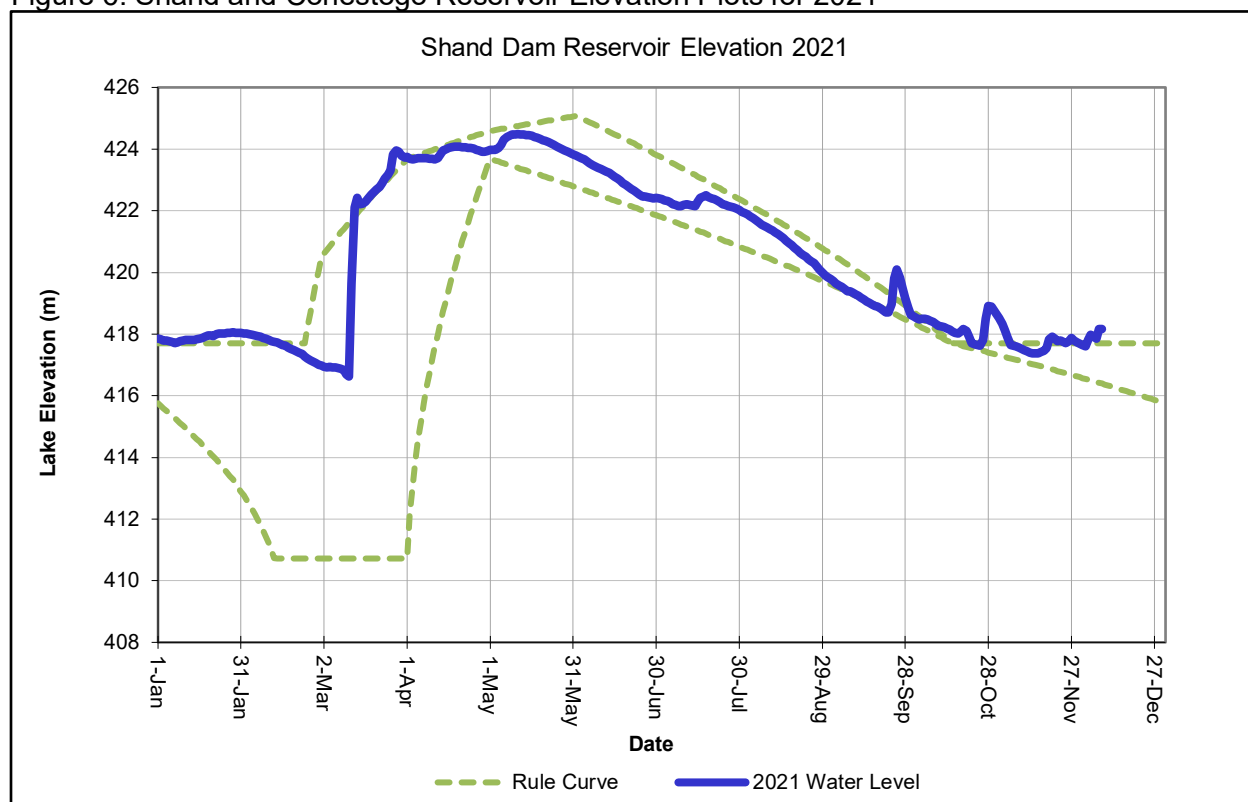


Figure 7: Guelph and Luther Reservoir Elevation Charts for 2021

