



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

Friday, October 28, 2022

9:30 a.m.

Hybrid Meeting of the General Membership

GRCA Administration Centre

Zoom Virtual Meeting

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**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 held on September 23, 2022 be approved as circulated.

**7. Business Arising from Previous Minutes**

**8. Hearing of Delegations**

**9. Presentations**

**10. Correspondence**

THAT Correspondence from the Canadian Society of Soil Science regarding their successful bid for the 24th World Congress of Soil Science be received as information.

a. Canadian Society of Soil Science re: 24th World Congress of Soil Science

8

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

12. Reports:

- a. GM-10-22-81 - Budget 2023 Draft 1 9  
THAT Report Number GM-10-22-81 - Budget 2023 - Draft #1 be received as information.
- b. GM-10-22-80 - Budget 2023 Draft 1 - General Municipal Levy Apportionment 32  
THAT Report Number GM-10-22-80 – Budget 2023 – Draft #1 – General Municipal Levy Apportionment be received as information.
- c. GM-10-22-77 - Cash and Investment Status 35  
THAT Report Number GM-10-22-77 Cash and Investment Status – September 2022 be received as information.
- d. GM-10-22-84 - Financial Summary 36  
THAT the Financial Summary for the period ending September 30, 2022 be approved.
- e. GM-10-22-83 - Brant Shop Construction Award Recommendation 41  
THAT the Grand River Conservation Authority (GRCA) award the tender for the Brant Shop Construction to PK Construction of Tillsonburg, Ontario for the amount of \$1,382,600.00 excluding HST;  
AND THAT a total budget of \$1,600,000.00 excluding HST be approved.
- f. GM-10-22-85 - Environmental Contamination - River Road/Birkett Lane, Brantford and 810 Clyde Road, Cambridge 43  
THAT Report Number GM-10-22-85 Environmental Contamination Update – River Road/Birkett Lane, Brantford and 810 Clyde Road, Cambridge be received as information.
- g. GM-10-22-78 - Development, Interference with Wetlands and Alterations to Shorelines Regulation 47  
THAT Report Number GM-10-22-78 – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation be received as information.

- h. GM-10-22-79 - Dam Safety Maturity Matrices - Evaluation of GRCA's Dam Safety Program 49

THAT Report Number GM-10-22-79 – Dam Safety Maturity Matrices – Evaluation of the GRCA's Dam Safety Program be received as information.

- i. GM-10-22-82 - Current Watershed Conditions 51

THAT Report Number GM-10-22-82 – Current Watershed Conditions as of October 19, 2022 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

**18. Next Meetings**

General Membership - November 25, 2022 at 9:30 a.m.

Audit Committee - Immediately following the General Membership

**19. Adjourn**

Regrets only to:

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



## Grand River Conservation Authority Minutes - General Membership Meeting

Date: September 23, 2022  
Time: 9:30 am  
Location: GRCA Zoom Virtual Meeting

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

Regrets Brian Coleman, Michael Harris, Geoff Lorentz, Joe Nowak, Warren Stauch

Staff Samantha Lawson, Karen Armstrong, Beth Brown, Krista Bunn, Joe Farwell, Brandon Heyer, Janet Ivey, Lisa Keys, Sonja Radoja, Lisa Stocco, Eowyn Spencer

### 1. Call to Order

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

### 2. Certification of Quorum

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

### 3. Chair's Remarks

The Chair welcomed the Members and made the following remarks:

- On August 29th the Ministry of Natural Resources and Forestry (MNRF) was designated as the Ministry responsible for administering the *Conservation Authorities Act*. Moving forward, the Ministry of the Environment, Conservation and Parks no longer has duties, functions or responsibilities under the CA Act.
- The GRCA is pleased to welcome Joe Farwell as the interim director of the water management division. The Board will recall Joe's significant experience in engineering and flood management prior to his retirement in 2019.

J.Erb and K.Davis joined the meeting at 9:32 a.m.

**4. Review of Agenda**

22-143

**Moved By** Bernie Corbett

**Seconded By** John Challinor II

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**

K.McGarry joined the meeting at 9:34 a.m.

22-144

**Moved By** Jerry Smith

**Seconded By** Les Armstrong

THAT the minutes of the General Membership Meeting of August 26, 2022 be approved as circulated.

**Carried**

**7. Business Arising from Previous Minutes**

**7.1 Update - Return to In-person Board Meetings**

- K.Armstrong advised the Board that hybrid meetings will be implemented starting in October. Instructions will be sent by email prior to the next meeting.

**8. Hearing of Delegations**

There were no Delegations.

**9. Presentations**

There were no Presentations.

**10. Correspondence**

There was no Correspondence.

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

None.

**12. Reports:**

**12.1 GM-09-22-71 - Progress Report #2 - Ontario Regulation 687/21**

- S.Lawson advised that the update is a regulatory requirement though there has been little change since the last update. The GRCA will be hosting

webinars for watershed municipalities to provide a high level overview of Category 2 programs, and to provide a framework for discussions related to municipal agreements for category 2 programs.

22-145

**Moved By** Richard Carpenter

**Seconded By** Ian MacRae

THAT Progress Report #2 be approved, circulated to all participating Grand River watershed municipalities, posted on the Grand River Conservation Authority website, and submitted to the Ministry of Natural Resources and Forestry in accordance with Ontario Regulation 687/21.

**Carried**

## **12.2 Minutes of the Ad-hoc CA Act Committee Meeting - September 12, 2022**

There were no comments or questions regarding the Minutes of the CA Act Committee meeting.

22-146

**Moved By** Marcus Adili

**Seconded By** Ian MacRae

THAT the Minutes of the Ad-hoc Conservation Authorities Act Committee meeting held on September 12, 2022 be received as information.

**Carried**

### **12.2.1 GM-09-22-75 - Exception Request Letter to MNRF for Chair and Vice Chair Term Limits**

- The Chair reminded the Board that the term limits for Chair and Vice-Chair were reduced to a maximum of two one-year terms, and that the positions need to rotate amongst participating municipalities except where exceptions have been granted by the Province, at the request of the Conservation Authority members.
- A request was previously submitted and the Minister advised that the request should be submitted closer to the timing of the end of the two one-year term limits, and provided clarification about the chair and vice-chair rotation that the member(s) from one municipality cannot hold back-to-back terms as Chair or Vice-Chair, and not that the positions must rotate through all municipalities. As such, a request for an exception of the requirement to rotate the positions is not being made at this time.
- The previous request has been updated to reflect the one exception request that the term limits for Chair and Vice-Chair be for up to four one-year terms rather than just two.

22-147

**Moved By** Helen Jowett

**Seconded By** Les Armstrong

THAT the Grand River Conservation Authority submits a request to the Minister of Natural Resources and Forestry for an exception as per s.17 (1.3)(a) of the Conservation Authorities Act to the two-year term limit for Chair and Vice-Chair of the GRCA Board of Directors to allow up to four one-year consecutive terms for the Chair and Vice-Chair.

<b>Member</b>	<b>Municipality/Group</b>	<b>In Favour (yes)</b>	<b>Opposed (no)</b>	<b>Other</b>
Les Armstrong	Region of Waterloo	yes		
James Erb	Region of Waterloo	yes		
Sue Foxton	Region of Waterloo	yes		
Michael Harris	Region of Waterloo			absent
Helen Jowett	Region of Waterloo	yes		
Geoff Lorentz	Region of Waterloo			absent
Kathryn McGarry	Region of Waterloo	yes		
Jane Mitchell	Region of Waterloo	yes		
Joe Nowak	Region of Waterloo			absent
Warren Stauch	Region of Waterloo			absent
Bernie Corbett	Haldimand & Norfolk Counties	yes		
Daniel Lawrence	Haldimand & Norfolk Counties	yes		
John Challinor II	Region of Halton	yes		
Marcus Adili	City of Hamilton	yes		
Bruce Banbury	County of Oxford	yes		
Richard Carpenter	City of Brantford	yes		
Kevin Davis	City of Brantford	yes		
Bob Bell	City of Guelph	yes		
Cathy Downer	City of Guelph	yes		
Guy Gardhouse	Group 1	yes		
Bruce Whale	Group 2	yes		
Jerry Smith	Group 3	yes		
Ian MacRae	Twp of Ctr Wellington	yes		
Chris White	Group 4	yes		
Brian Coleman	County of Brant			absent
Joan Gatward	County of Brant	yes		
<b>TOTAL MEMBERS = 26</b>		<b>21</b>	<b>0</b>	<b>5</b>

**Carried**

**12.3 Minutes of the Ad-hoc Board Composition Committee Meeting - September 16, 2022**

An error in the minutes was reported, noting the word 'agenda' where it should read 'minutes' in the header. The minutes will be amended as noted.

22-148

**Moved By** Joan Gatward

**Seconded By** John Challinor II

THAT the Minutes of the Ad-hoc Board Composition Committee meeting held on September 16, 2022 be received as amended.

**Carried**

**12.4 GM-09-22-76 - Cash and Investment Status**

There were no comments or questions regarding this report.

22-148

**Moved By** Bernie Corbett

**Seconded By** Guy Gardhouse

THAT Report Number GM-09-22-76 Cash and Investment Status – August 2022 be received as information.

**Carried**

**12.5 GM-09-22-73 - Financial Summary**

There were no comments or questions regarding this report.

22-150

**Moved By** Marcus Adili

**Seconded By** Susan Foxtton

THAT the Financial Summary for the period ending August 31, 2022 be approved.

**Carried**

**12.6 GM-02-22-72 - Human Resources Policy Update - 1.4 Acceptable Use of Information and Information Technology Resources**

There were no comments or questions regarding this report.

22-151

**Moved By** Marcus Adili

**Seconded By** Ian MacRae

THAT Human Resources Policy - 1.4 Acceptable Use of Information and Information Technology Resources be amended, approved, and implemented effective September 23, 2022.

**Carried**

**12.7 GM-09-22-74 - Current Watershed Conditions**

There were no comments or questions regarding this report.



22-152

**Moved By** Les Armstrong

**Seconded By** Daniel Lawrence

THAT Report Number GM-09-22-74 – Current Watershed Conditions as of September 14, 2022 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**

- J.Mitchell inquired about damage to picnic tables at Laurel Creek recently reported to her by a member of the public. L.Keys will look into the matter and provide a response by email.

**17. Closed Meeting**

22-153

**Moved By** Jane Mitchell

**Seconded By** John Challinor II

THAT the General Membership enter a closed meeting in accordance with the *Municipal Act section 239(2)* for the following purpose(s): labour relations or employee negotiations.

**Carried**

22-154

**Moved By** John Challinor II

**Seconded By** Marcus Adili

THAT the General Membership reconvene in open session.

**Carried**

**17.1 Minutes of the previous closed sessions**

22-155

**Moved By** Marcus Adili

**Seconded By** Jane Mitchell

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

**Carried**

GM-08-22-C07 - Financial Consideration - Staffing and Labour Matters 22-156

**Moved By** John Challinor II

**Seconded By** Cathy Downer

THAT a new reserve be created called “water management operating” reserve via transfer of \$1,000,000 from the ‘water control structures” reserve to this new reserve.

**Carried**

Prior to the adjournment of the meeting, D.Lawrence expressed his appreciation for B.Corbett, who will not be seeking re-election for council in Haldimand County and thus will no longer be appointed to the GRCA Board. D.Lawrence commended B.Corbett for his service and commitment to public service, noting that he will be missed by all who worked with him and those he represented.

**18. Next Meeting - October 28, 2022 at 9:30 a.m.**

**19. Adjourn**

The meeting was adjourned at 9:58 a.m.

22-157

**Moved By** Les Armstrong

**Seconded By** Jane Mitchell

THAT the General Membership Meeting be adjourned.

**Carried**

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Chair

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Secretary-Treasurer

## Canadian Society of Soil Science Bid Committee for the 24<sup>th</sup> World Congress of Soil Science

1 September 2022

Mr. Chris White,  
Chair, Board of Directors,  
Grand River Conservation Authority,  
CAMBRIDGE, ON

Dear Mr. White:

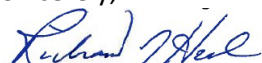
On behalf of the Canadian Society of Soil Science (CSSS) Bid Committee for the 24<sup>th</sup> World Congress of Soil Science (WCSS), we are please to inform you that our bid was successful!

Our proposal, with the theme of “Soils in a Warmer World”, was considered by the Council of the International Union of Soil Sciences ([www.iuss.org/](http://www.iuss.org/)) during the 22<sup>nd</sup> WCSS, held this past August in Glasgow, and ratified with the full support of voting delegates.

As such, our attention now turns to the planning and realization of the 24<sup>th</sup> WCSS, in July of 2030. In addition to the main scientific conference, to be held in Toronto, we envisage opportunities for diverse programming, aimed at various stakeholder groups, as well as technical excursions across Canada, to be held from the pre-congress week through into the post-congress week. In this regard, we invite you to continue to visit our website ([www.24wcss.org](http://www.24wcss.org)), as our preparations being to evolve.

Finally, we would like to again thank the *Grand River Conservation Authority* for their letter in support of our bid. We look forward to the possibility of engaging your organization, where relevant and feasible, to help us enrich our final program.

Sincerely,



Dr. Richard J Heck, P.Ag.  
Chair, CSSS Bid Committee for the 24<sup>th</sup> WCSS  
[24wcss@gmail.com](mailto:24wcss@gmail.com) cell: 519-546-9032



Dr. Jacynthe Masse,  
Vice-Chair, CSSS Bid Committee for the 24<sup>th</sup> WCSS

Cc: Eowyn Spencer (Executive Assistant, GRCA)

# Grand River Conservation Authority

**Report number:** GM-10-22-81

**Date:** October 28, 2022

**To:** Members of the Grand River Conservation Authority

**Subject:** Budget 2023 – Draft #1

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**Recommendation:**

THAT Report Number GM-10-22-81 - Budget 2023 - Draft #1 be received as information.

**Summary:**

This report summarizes the first draft of the 2023 Budget which shows breakeven results. Overall the 2023 Budget includes \$33,279,188 in expenditures (Budget 2022: \$34,874,364) and Municipal General Levy is budgeted to increase by \$438,000 (or 3.5%) to \$12,968,000.

The budget outlines revenue and expenses for current GRCA Programs which have been categorized as:

- Operating
- Capital Maintenance
- Special projects

GRCA programs are funded by:

- Municipal General Levy
- Other Municipal Funding (by special agreements)
- Provincial and Federal Grants
- Self-Generated Revenue
- Funding from Reserves

The operating budget assumes the continuation of current GRCA programs and services and their associated funding sources. The new government regulations pertaining to mandatory versus non-mandatory programs (Category 1, 2, 3) will come into force on January 1<sup>st</sup>, 2024. As a result, this draft assumes Municipal General Levy will continue to apply in 2023 in the same manner as it has in the past.

This draft 2023 budget assumes that the \$449,688 provincial section 39 grant will be the same as the 2022 grant amount.

The special projects category represents spending on projects where special funding is received and does not rely on Municipal General Levy for funding.

	2023	2022	Increase/(decrease)
<b><u>EXPENDITURES</u></b>			
Operating Expenses	\$27,695,188	\$26,497,365	\$1,197,823
Capital Expenses	\$4,104,000	\$5,102,000	(\$998,000)
Special Projects	<u>\$1,480,000</u>	<u>\$3,275,000</u>	<u>(\$1,795,000)</u>
<b>Total</b>	<b><u>\$33,279,188</u></b>	<b><u>\$34,874,365</u></b>	<b><u>(\$1,595,177)</u></b>

Note: Use of the term capital expenses for spending that is funded with municipal general levy refers to major maintenance, water control structure studies, or water management equipment.

## Report:

### A. OPERATING BUDGET

#### (a) Mandatory vs Non-Mandatory Program Mandate

This draft assumes no change to current program delivery for 2023 except the following:

- Continuation of the wind-down of the residential property rental program that was approved by the General Membership on July 22, 2016.
- Conservation Area budget will be based on 2022 activity. Continue to set target of breakeven result for Conservation Area Operations excluding the allocation of corporate overhead costs.
- Resource Planning fee revenue continues to realize revenue in excess of the current year budget. Staffing has been increased to help address the increased demand. This budget draft assumes that the revenue trend will continue into 2023.
- Environmental Education budget will assume that only school program contracts will be in place. There is no activity assumed for community programs and no day camp activity.

#### (b) Section 39 Funding

- It is assumed that there will no further cutbacks in the provincial Section 39 grant for the period April 1, 2023 to March 31, 2024 and therefore the Section 39 grant amount will remain at \$449,688.

#### (c) Municipal General Levy

- The 2023 Budget includes \$12,968,000 in municipal general levy, which is a \$438,000 (or 3.5%) increase over 2022. This amount represents an increase of \$438,000 to the operating levy component and no change to the major maintenance levy component.

#### (d) Surplus Assumption

- The budget draft assumes a \$100,000 surplus carry forward from 2022.

#### (e) Transition Reserve (created in 2021)

- The rationale (purpose) for the reserve is to fund expenditures related to the transitioning of GRCA to new provincial regulations requirements and/or fund costs related to managing expenses impacted by COVID-19 or revenue losses due to COVID-19. As at December 31, 2021, the reserve balance is approximately \$1.6 million.
- The strategy for Budget 2023 draft #1 is to utilize the transition reserve to fund one temporary staff position to assist with some of the deliverables required by the new regulations. The reserve is budgeted to be drawn down by \$100,000

#### (f) Compensation and Benefits and Staffing Comments:

- The 2023 draft budget includes a 4% increase for compensation and benefits which allows for a general wage increase, grid steps within wage scales, and benefit cost increases. In addition, three positions are being added to the budget. A permanent engineering position (\$175,000) is being added (due to restructuring of the engineering division) and this position will be funded with the newly created Water Management Operating Reserve. A temporary land management analyst position (\$100,000) is being added (to undertake projects related to the new regulations) and this position is being funded with the transition reserve. To the extent that staff vacancy savings may be realized during 2023 due to the challenging labour market, the need to access the reserves may be lessened. An IT administrator position (\$100,000) is being added resulting in an increase in administrative expenses related

to increased computer charge-out rates across all programs. This increase to the budget is being offset by decreases to administrative expenses related to travel and communication expense savings.

- Non-union salary adjustments are required to be approved by the General Membership which is typically presented in November or December for the subsequent year. The Collective Agreement expired December 31, 2021 and a new agreement has not been negotiated to date.

(g) COVID Costs

- No incremental COVID-19 costs are being budgeted for 2023.

(h) Residential Rental Program

- The Residential Rental Program is in the process of winding down. The budgeted 2023 revenue of \$110,000 assumes no decrease in occupancy during 2023.
- The budgeted net result for this program is a \$25,000 deficit.

(i) Environmental Education

- Negotiations with school boards for 2022/23 contracts have been completed. The first draft of the budget assumes that 2022/23 school contracts will be extended for the 2023/24 school year. This draft does not include any community or day camp program delivery. Decisions regarding the future format and scope of the Environmental Education program will be incorporated into future budget drafts as applicable.

(j) Conservation Areas

- Conservation Area 2023 budgeted revenue of \$10,000,000 is approximately \$1,000,000 less than projected revenue of \$11,000,000 for 2022. This draft of the 2023 budget assumes limited canoe/kayak rentals and no concession sales.
- Operating expenses are being increased to correspond with the increase in revenue.
- The program is budgeted to break even excluding any allocation for corporate overhead expenses. The revenue and cost assumptions will be revisited once actuals for the full 2022 season are available and the scope of activities/services delivered is reviewed.

(k) Hydro Generation Revenue

- Hydro revenue increased \$50,000 to reflect average annual historical revenue. This increase helped to contain the required municipal general levy increase and achieve overall breakeven results.

## **B. CAPITAL & MAJOR MAINTENANCE BUDGET**

(a) Major Maintenance Spending Water Control Structures

- The budget is set at \$1,500,000. Any demands that arise in excess of that amount can be funded with the Water Control Structures reserve and/or the Land Sale Proceeds reserve. Staff continue to seek funding to repair and update the water control infrastructure from provincial and federal government. Current government funding opportunities includes the Disaster Mitigation and Adaptation Fund (DMAF), the National Damage Mitigation Program (NDMP), and the Provincial Water and Erosion Control Infrastructure (WECI) Program.

(b) Capital Spending Conservation Areas

- The budget is set at \$2,000,000. This spending is budgeted to be funded with \$1,500,000 of fee revenue and \$500,000 from the conservation area reserve. Future budget drafts will be revised as capital projects are prioritized.

(c) Water Monitoring Equipment and Flood Forecasting and Warning Expenses

- The budget is being held constant at \$300,000. The gauge reserve will be used to fund \$100,000 of total costs and the remaining costs will be funded with Municipal General Levy.

**C. SPECIAL PROJECTS**

(a) Special projects do not rely on Municipal General Levy for funding.

(b) This draft of the budget only includes items that are known or highly likely to be undertaken and a cost can be estimated. At present, the budget includes \$1,480,000 in spending. By the time the 2023 budget is finalized, special project spending, along with matching revenue, is expected to increase substantially as projects are approved and carryover amounts are confirmed.

(c) The \$1,480,000 in special projects included in this draft budget are:

- \$800,000 Rural Water Quality Capital Grants
- \$640,000 Source Protection Program
- \$40,000 Species at Risk Program

(d) Source Protection Program

The province has identified that this program is considered a mandatory program that is required to be delivered by Conservation Authorities. Funding to March 2024 was secured. The province has not guaranteed funding for future years, nor has it announced an end to program funding.

**D. RESERVES**

For 2023, reserves are budgeted to decrease by \$904,500. Significant budgeted drawdowns to reserves include \$500,000 for Conservation Area capital projects, \$275,000 for two staff positions and \$290,000 for Information Systems. See attached table for details of reserve movements budgeted for 2023. The use of reserves is integral to GRCA operations. GRCA sets aside certain funds to reserves (i.e. Land Sale Proceeds, Hydro Revenue, Interest Earned on Reserves) in order to be able to draw upon these reserves at a later date in accordance with either legislative mandates and/or board approved use

Reserves can be viewed as:

- Planned savings set aside for future capital projects (facilitates smoothing of funding requests)
- Surpluses set aside for future operating or capital needs (i.e. Park Revenue in excess of budget)
- Contingency funds for unplanned expenditures
- Legislated amounts to be used in accordance with regulations (i.e. land sale proceeds)
- For 2023, this budget draft includes using \$50,000 from the personnel reserve to fund operating expenses, achieve breakeven results and limit the municipal levy increase to 3.5%. Other funding opportunities may become available before the budget is finalized that can be applied instead of using reserves (i.e. 2022 surplus).

A detailed report on reserves will be presented at the November 25, 2022 general meeting.

## **E. GENERAL MUNICIPAL LEVY ALLOCATION**

The General Municipal Levy is allocated (apportioned) to participating municipalities based on Modified Current Value Assessment (CVA), which the Ministry of Environment Conservation and Parks (MECP) provides to Conservation Authorities. The methodology for calculating the Modified CVA and distributing the levy is outlined in Ontario Regulation 670/00. The distribution of the 2023 levy (budget draft #1) is outlined in October 28, 2022 board report entitled 'Budget 2023 - Draft #1 - General Municipal Levy Apportionment'.

## **F. OTHER MAJOR ASSUMPTIONS**

- (a) MECP Operating Grants to remain at \$449,688 - the same amount as 2022.
- (b) Permit Fees, Planning Fees and Solicitor Inquiries increased by \$100,000 to reflect 2021 and 2022 activity.
- (c) Property Rental income set to be equal to 2022 budgeted income along with a 2.5% increase to the Cottage Lot Rental Program.
- (d) Watershed studies funded 50% by GRCA and 50% via special levy are budgeted for \$100,000 annually.
- (e) Total Insurance expense increased by \$190,000 to reflect 2022 rate increases and projected 2023 rate increases.
- (f) Total Property Tax expense held constant for draft #1 and will be adjusted in future drafts as necessary.
- (g) Admin Operating expense decreased to offset computer charges increase.
- (h) Other Operating expenses held constant.
- (i) Motor Pool charge-out rates held constant.
- (j) Computer charge out rates increased 10% (or approximately \$125,000)

## **G. SIGNIFICANT OUTSTANDING BUDGET ITEMS**

- (a) Year 2022 Carry forward Adjustments  
2022 Surplus carry forward - this draft of the 2023 Budget assumes a \$100,000 surplus carryover from year 2022. The actual "2022 Net Surplus" will be incorporated into the 2023 budget.
- (b) 2022 Special Projects carry forward  
Any projects commenced in year 2022 and not completed by December 31, 2022 will be carried forward and added to Budget 2023 (i.e. both the funding and the expense will be added to Budget 2023 and therefore these adjustments will have no impact on the breakeven net result).
- (c) Water Control Structures Major Maintenance Expenditures  
A final determination of the amount of spending to be added to the Budget 2023 (i.e. unspent amounts from 2022, new projects) will be made, including use of reserves for 2023 projects. Any decisions to increase spending should not impact the general municipal levy request, but would be funded with reserves, WECl funding, and/or new funding sources, as applicable.
- (d) Conservation Area Revenue and Expenses  
Final revenue, operating and capital expense figures to be determined following year-end actuals review.
- (e) Environmental Education



Final revenue and operating expense figures to be determined following further information on school contracts and program delivery developments (in-class vs virtual classes).

The following statements and schedules are attached:

Budget 2023 Timetable  
Summary Reserve Report – Budget 2023  
Preliminary Budget 2023

### **Financial Implications:**

Budgeted spending for 2023 is \$33,279,188 including transfers to reserves. This first draft of the budget includes a municipal general levy increase of \$438,000 (or 3.5%).

The main budgetary challenges faced by the GRCA are:

- Cost pressures created by the current inflationary economic environment and supply chain issues.
- Increasing insurance costs
- Conservation Area operating revenue is impacted by fluctuations in consumer demand and weather conditions which are difficult to predict.
- An aging infrastructure in the Conservation Areas and Nature Centres.
- Managing the costs of severe weather events

### **Other Department Considerations:**

None

#### **Prepared by:**

Sonja Radoja  
Manager of Corporate Services

#### **Approved by:**

Samantha Lawson  
Chief Administrative Officer

Karen Armstrong  
Deputy CAO/Secretary-Treasurer

Grand River Conservation Authority  
Budget 2023 Timetable  
October 28, 2022

- Oct 28, 2022: Draft #1 to General Meeting
- Nov/21-Feb/22: Presentations to municipal councils
- Jan 24, 2023: Official Notice to Municipalities of Budget Vote
- Jan 27, 2023: Draft #2 to General Meeting
- Feb 24, 2023: Board Approval, Final 2023 Budget & Levy

**Grand River Conservation Authority**  
**SUMMARY RESERVE REPORT - BUDGET 2023**

General Meeting - October 28, 2022

	BUDGET 2022	"NET CHANGE" INCREASE/(DECREASE) 2022 VS 2023	DETAILS OF "NET CHANGE" BUDGET 2023			BUDGET 2023
			Transfer In (Interest Income)	Transfer In	Transfer Out Description of Transfer	
<b>Type A: GRCA Controlled</b>						
<b>Operating Reserves (designated)</b>						
Property & Liability Insurance	270,383	0	0			270,383
Building & Mechanical Equipment	1,231,833	0	0			1,231,833
Small Office Equipment	7,831	0	0			7,831
Personnel	1,334,112	(65,000)	0		(65,000) OUT- Vacation Accrual, Wages	1,269,112
Transition	1,582,180	(87,000)	13,000		(100,000) OUT-Land Management Position	1,495,180
Forestry	1,093,801	15,000	15,000			1,108,801
Information Systems and Technology	1,219,784	(270,000)	20,000	1,437,000	(1,727,000) IN-Chargebacks; OUT-Operating/Capital costs	949,784
Cottage Operations	998,652	15,000	15,000			1,013,652
Grand River Watershed Management Plan	113,336	2,000	2,000			115,336
Planning Enforcement	483,071	8,000	8,000			491,071
Property Rental Expenses	721,458	12,000	12,000			733,458
Watershed Restoration	179,135	2,000	2,000			181,135
Master Planning	330,307	3,000	3,000			333,307
Water Management Operating NEW-2022	1,000,000	(175,000)			(175,000) OUT-Engineering Position	825,000
Motor Pool Equipment	1,715,973	16,000	30,000	1,300,000	(1,314,000) IN-Chargebacks;OUT-Operating/Capital costs	1,731,973
Motor Pool Insurance	90,960	1,500	1,500			92,460
<b>Capital Reserves (designated)</b>						
Water Control Structures	2,176,428	5,000	55,000		(50,000) OUT-Water Control Structures major repairs	2,181,428
Cambridge Desiltation Pond	5,237	(1,000)	0		(1,000) OUT-Cambridge Desiltation Pond costs	4,237
Completion of Capital Projects	162,000	0	0			162,000
Conservation Areas-Capital	1,398,000	0	0			1,398,000
Conservation Areas-Stabilization/Capital	2,833,802	(445,000)	55,000		(500,000) OUT-Cons Area Capital costs	2,388,802
Gauges	818,113	(87,000)	13,000		(100,000) OUT-Gauge costs	731,113
<b>Capital Reserves (undesignated)</b>						
General Capital Reserve	1,248,491	136,500	20,000	116,500	IN-Hydro Generation Revenue	1,384,991
<b>Total Type A: GRCA Controlled</b>	<b>21,014,887</b>	<b>(914,000)</b>	<b>264,500</b>	<b>2,853,500</b>	<b>(4,032,000)</b>	<b>20,100,887</b>
<b>Type B: Reserves with Outside Control</b>						
<b>With MNRF Interest (Capital Reserves)</b>						
Gravel	256,783	2,000	3,000		(1,000) OUT-Gravel Pit License	258,783
Land Sale Proceeds Reserve	6,803,613	5,000	105,000		(100,000) OUT-\$100K Demolition costs	6,808,613
<b>With School Board Interest (Operating Reserves)</b>						
App's Nature Centre	65,982	1,000	1,000			66,982
Laurel Creek Nature Centre	112,516	1,500	1,500			114,016
Guelph Lake Nature Centre	130,459	1,500	1,500			131,959
Taquanayah Nature Centre	14,849	0	0			14,849
Shade's Mills Nature Centre	70,219	1,000	1,000			71,219
<b>Total Type B: Outside Control</b>	<b>7,454,421</b>	<b>9,500</b>	<b>110,500</b>	<b>0</b>	<b>(101,000)</b>	<b>7,463,921</b>
<b>TOTAL</b>	<b>\$28,469,308</b>	<b>(904,500)</b>	<b>\$375,000</b>	<b>\$2,853,500</b>	<b>(\$4,133,000)</b>	<b>\$27,564,808</b>

**BUDGET 2023 - Summary of Revenue and Expenditures**

FUNDING		Actual 2021	Budget 2022	Budget 2023	Budget Incr/(decr)
Municipal General Levy Funding		12,225,000	12,530,000	12,968,000	438,000 3.50%
Other Government Grants		3,131,738	3,927,188	2,747,188	(1,180,000) -30.0%
Self-Generated Revenue		16,021,037	16,273,177	16,168,000	(105,177) -0.6%
Funding from Reserves		494,912	2,144,000	1,396,000	(748,000) -34.9%
<b>TOTAL FUNDING</b>		<b>31,872,687</b>	<b>34,874,365</b>	<b>33,279,188</b>	<b>(1,595,177)</b> -4.6%
EXPENDITURES		Actual 2021	Budget 2022	Budget 2023	Budget Incr/(decr)
Base Programs - Operating includes funding to reserves	SECTION A	27,048,151	26,497,365	27,695,188	1,197,823 4.52%
Base Programs - Capital	SECTION B	2,150,870	5,102,000	4,104,000	(998,000) -19.56%
Special Projects	SECTION C	2,106,489	3,275,000	1,480,000	(1,795,000) -54.8%
<b>TOTAL EXPENDITURES</b>		<b>31,305,510</b>	<b>34,874,365</b>	<b>33,279,188</b>	<b>(1,595,177)</b> -4.6%
<b>NET RESULT</b>		<b>567,177</b>	<b>-</b>	<b>-</b>	

## SECTION A - Operating Budget

GRAND RIVER CONSERVATION AUTHORITY

### Budget 2023 vs Budget 2022

	Actual 2021	Budget 2022	Budget 2023	Incr/(Decr)	%age change
<b>EXPENDITURES</b>					
OPERATING EXPENSES	27,048,151	26,497,365	27,695,188	1,197,823	4.52%
<b>Total Expenses</b>	<b>27,048,151</b>	<b>26,497,365</b>	<b>27,695,188</b>	<b>1,197,823</b>	<b>4.66%</b>
<b>SOURCES OF FUNDING</b>					
MUNICIPAL GENERAL LEVY (NOTE)	10,701,206	11,580,000	12,018,000	438,000	3.78%
MUNICIPAL SPECIAL LEVY	43,047	50,000	50,000	-	0.00%
OTHER GOVT FUNDING	636,502	517,188	517,188	-	0.00%
SELF-GENERATED	15,035,681	13,666,000	14,568,000	902,000	6.60%
RESERVES	315,474	117,000	442,000	325,000	277.78%
SURPLUS CARRYFORWARD	316,241	567,177	100,000	(467,177)	-82.37%
<b>Total BASE Funding</b>	<b>27,048,151</b>	<b>26,497,365</b>	<b>27,695,188</b>	<b>1,197,823</b>	<b>4.66%</b>

NOTE: See "Summary of Revenue, Expenditures and Changes in Municipal Levy" for details of \$438,000 levy increase.

## SECTION B - Capital Budget

GRAND RIVER CONSERVATION AUTHORITY

### Budget 2023

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET TOTAL
<b>Expenses:</b>							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,500,000				1,500,000
Conservation Areas Capital Projects					2,000,000		2,000,000
Net IT/MP Capital Spending not allocated to Departments						304,000	304,000
<b>TOTAL EXPENSE</b>	<b>110,000</b>	<b>190,000</b>	<b>1,500,000</b>	<b>-</b>	<b>2,000,000</b>	<b>304,000</b>	<b>4,104,000</b>
<b>Funding</b>							
Prov & Federal Govt			700,000				700,000
Self Generated					1,500,000		1,500,000
Funding from Reserves	75,000	25,000	50,000		500,000	304,000	954,000
<b>TOTAL FUNDING</b>	<b>75,000</b>	<b>25,000</b>	<b>750,000</b>	<b>-</b>	<b>2,000,000</b>	<b>304,000</b>	<b>3,154,000</b>
<b>Net Funded by General CAPITAL Levy</b>	<b>35,000</b>	<b>165,000</b>	<b>750,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>950,000</b>

### Budget 2022

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET TOTAL
<b>Expenses:</b>							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			2,200,000				2,200,000
Conservation Areas Capital Projects					2,000,000		2,000,000
Net IT/MP Capital Spending not allocated to Departments						602,000	602,000
<b>TOTAL EXPENSE</b>	<b>110,000</b>	<b>190,000</b>	<b>2,200,000</b>	<b>-</b>	<b>2,000,000</b>	<b>602,000</b>	<b>5,102,000</b>
<b>Funding</b>							
Prov & Federal Govt			1,110,000				1,110,000
Self Generated					1,200,000		1,200,000
Funding from Reserves	75,000	25,000	340,000		800,000	602,000	1,842,000
<b>TOTAL FUNDING</b>	<b>75,000</b>	<b>25,000</b>	<b>1,450,000</b>	<b>-</b>	<b>2,000,000</b>	<b>602,000</b>	<b>4,152,000</b>
<b>Net Funded by General CAPITAL Levy</b>	<b>35,000</b>	<b>165,000</b>	<b>750,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>950,000</b>

### ACTUAL 2021 - CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	ACTUAL TOTAL
<b>Expenses:</b>							
WQ Monitoring Equipment & Instruments	49,233						49,233
Flood Forecasting Warning Hardware and Gauges		476,563					476,563
Flood Control Structures-Major Maintenance			1,267,010				1,267,010
Conservation Areas Capital Projects					533,606		533,606
Net IT/MP Expenses in excess of chargebacks						(175,542)	(175,542)
<b>TOTAL EXPENSE</b>	<b>49,233</b>	<b>476,563</b>	<b>1,267,010</b>	<b>-</b>	<b>533,606</b>	<b>(175,542)</b>	<b>2,150,870</b>
<b>Funding</b>							
Prov & Federal Govt		200,000	619,331				819,331
Self Generated					533,606	1,140	534,746
Funding from Reserves		16,858				(176,682)	(159,824)
<b>TOTAL FUNDING</b>	<b>-</b>	<b>216,858</b>	<b>619,331</b>	<b>-</b>	<b>533,606</b>	<b>(175,542)</b>	<b>1,194,253</b>
<b>Net Funded by General CAPITAL Levy</b>	<b>49,233</b>	<b>259,705</b>	<b>647,679</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>956,617</b>

## SECTION C - Special Projects Budget

GRAND RIVER CONSERVATION AUTHORITY

### Budget 2023

EXPENDITURES	ACTUAL 2021	BUDGET 2022	BUDGET 2023
Subwatershed Plans - City of Kitchener	67,118	80,000	
Dunnville Fishway Study		-	-
Waste Water Optimization Program	91,630	130,000	
Floodplain Mapping	155,567	575,000	
RWQP - Capital Grants	637,503	800,000	800,000
Brant/Brantford Children's Water Festival	228	-	-
Haldimand Children's Water Festival		-	-
Species at Risk	79,121	40,000	40,000
Ecological Restoration	91,142	100,000	
AGGP-UofG Research Buffers	15,268	-	-
Great Lakes Agricultural Stewardship Initiative	1,711	-	-
Precision Agriculture-OMFRA	41,572	70,000	
Great Lakes Protection Initiative	39,220	100,000	
Trails Capital Maintenance	38,154	240,000	
Emerald Ash Borer	238,306	-	-
Lands Mgmt - Land Purchases/Land Sale Expenses	27,814	-	-
Guelph Lake Nature Centre	12,480	500,000	
<b>Total SPECIAL Projects 'Other'</b>	<b>1,536,834</b>	<b>2,635,000</b>	<b>840,000</b>
<b>Source Protection Program</b>	<b>569,655</b>	<b>640,000</b>	<b>640,000</b>
<b>Total SPECIAL Projects Expenditures</b>	<b>2,106,489</b>	<b>3,275,000</b>	<b>1,480,000</b>
<b>SOURCES OF FUNDING</b>			
Provincial Grants for Source Protection Program	569,655	640,000	640,000
OTHER GOVT FUNDING	1,056,112	1,610,000	840,000
SELF-GENERATED	128,980	840,000	-
FUNDING FROM/(TO) RESERVES	351,742	185,000	-
<b>Total SPECIAL Funding</b>	<b>2,106,489</b>	<b>3,275,000</b>	<b>1,480,000</b>

GRAND RIVER CONSERVATION AUTHORITY

**Budget 2023 - Summary of Expenditures, Funding and Change in Municipal Levy**

		TABLE 1	TABLE 2	TABLE 3	TABLE 4	TABLE 5	TABLE 6	TABLE 7	TABLE 8	TABLE 9	TABLE 9	TABLE 10	TABLE 10	TABLE 10	
		Water Resources Planning & Environment	Flood Forecasting & Warning	Water Control Structures	Resource Planning	Forestry & Conservation Land Taxes	Conservation Services	Communications & Foundation	Environmental Education	Corporate Services	Loss/(Surplus) impact on Municipal Levy Increase	Conservation Land and Rental Management and Misc	Hydro Production	Conservation Areas	TOTAL
<b>2023 OPERATING</b>															
TOTAL EXPENSES	A	2,338,900	923,000	1,944,200	2,574,200	1,402,500	605,700	597,500	810,100	3,568,288		4,218,800	212,000	8,500,000	27,695,188
TOTAL OTHER FUNDING	B	87,500	224,338	355,350	1,189,000	607,000	31,000	0	500,000	135,000		3,368,000	580,000	8,500,000	15,577,188
"Other Programs" Surplus/(Loss)	B less A											(850,800)	368,000	-	(482,800)
Loss to be offset with Surplus	C										482,800				(482,800)
Surplus 2021 carried forward to 2022											(100,000)				100,000
2023 Levy	A less B less C	2,251,400	698,662	1,588,850	1,385,200	795,500	574,700	597,500	310,100	3,433,288	382,800	0	0	0	12,018,000
															0
<b>Levy Increase:</b>															
2023 Levy		2,251,400	698,662	1,588,850	1,385,200	795,500	574,700	597,500	310,100	3,433,288	382,800				12,018,000
2022 Levy		2,179,900	678,662	1,537,350	1,307,200	773,500	555,200	577,500	284,600	3,786,565	(100,477)				11,580,000
Levy Increase over prior year		71,500	20,000	51,500	78,000	22,000	19,500	20,000	25,500	(353,277)	483,277	n/a	n/a	n/a	438,000
<b>2023 CAPITAL</b>															
TOTAL EXPENSES	A	110,000	190,000	1,500,000						304,000				2,000,000	4,104,000
TOTAL OTHER FUNDING	B	75,000	25,000	750,000						304,000				2,000,000	3,154,000
2023 Levy	A less B	35,000	165,000	750,000						-				-	950,000
<b>Levy Increase:</b>															
2023 Levy		35,000	165,000	750,000						-				-	950,000
2022 Levy		35,000	165,000	750,000						-				-	950,000
Levy Increase/(decrease) over prior year		-	-	-						-				-	-
<b>2023 SPECIAL</b>															
TOTAL EXPENSES	A			640,000						840,000					1,480,000
TOTAL OTHER FUNDING	B			640,000						-					1,480,000
2023 Levy	A less B	-	-	-						-				-	-
														TOTAL EXPENSES	33,279,188
														TOTAL FUNDING	33,279,188
														NET RESULT	-



**TABLE 1**  
 GRAND RIVER CONSERVATION AUTHORITY  
**Water Resources Planning & Environment**

<b>OPERATING</b>	<b>Actual 2021</b>	<b>Budget 2022</b>	<b>Budget 2023</b>	<b>Budget Change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	1,380,849	1,684,000	1,706,500	22,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	175,035	268,300	268,300	0
Insurance	122,304	150,000	199,000	49,000
Other Operating Expenses	100,978	165,100	165,100	0
Amount set aside to Reserves	336,000	-	-	0
<b>TOTAL EXPENSE</b>	<b>2,115,166</b>	<b>2,267,400</b>	<b>2,338,900</b>	<b>71,500</b>
<b>Funding</b>				(incr)/decr
Municipal Special/Other	43,047	50,000	50,000	0
Prov & Federal Govt	-	37,500	37,500	0
Funds taken from Reserves	-	-	-	0
<b>TOTAL FUNDING</b>	<b>43,047</b>	<b>87,500</b>	<b>87,500</b>	<b>-</b>
<b>Net Funded by General Municipal Levy</b>	<b>2,072,119</b>	<b>2,179,900</b>	<b>2,251,400</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>71,500</b>

**TABLE 2**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Flood Forecasting & Warning**

OPERATING	Actual 2021	Budget 2022	Budget 2023	Budget change
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	386,529	499,000	579,000	80,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	236,160	236,000	236,000	-
Other Operating Expenses	111,778	108,000	108,000	-
Amount set aside to Reserves		-	-	-
<b>TOTAL EXPENSE</b>	<b>734,467</b>	<b>843,000</b>	<b>923,000</b>	<b>80,000</b>
<b>Funding</b>				(incr)/decr
MNR Grant	164,338	164,338	164,338	-
Prov & Federal Govt	(53)	-	-	-
Funds taken from Reserves			60,000	(60,000)
<b>TOTAL FUNDING</b>	<b>164,285</b>	<b>164,338</b>	<b>224,338</b>	<b>(60,000)</b>
<b>Net Funded by General Municipal Levy</b>	<b>570,182</b>	<b>678,662</b>	<b>698,662</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>20,000</b>

**TABLE 3**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Water Control Structures**

<b>OPERATING</b>	<b>Actual 2021</b>	<b>Budget 2022</b>	<b>Budget 2023</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	1,159,637	1,278,000	1,399,500	121,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	31,939	29,200	29,200	-
Property Taxes	156,533	170,700	170,700	-
Other Operating Expenses	288,690	344,800	344,800	-
Amount set aside to Reserves	251,000	-	-	-
<b>TOTAL EXPENSE</b>	<b>1,887,799</b>	<b>1,822,700</b>	<b>1,944,200</b>	<b>121,500</b>
<b>Funding</b>				(incr)/decr
MNR Grant	285,350	285,350	285,350	-
Funds taken from Reserves			70,000	70,000
<b>TOTAL FUNDING</b>	<b>285,350</b>	<b>285,350</b>	<b>355,350</b>	<b>70,000</b>
<b>Net Funded by General Municipal Levy</b>	<b>1,602,449</b>	<b>1,537,350</b>	<b>1,588,850</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>51,500</b>

**TABLE 4**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Resource Planning**

<b>OPERATING</b>	<b>Actual 2021</b>	<b>Budget 2022</b>	<b>Budget 2023</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	1,736,286	2,074,000	2,297,000	223,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	183,298	222,500	222,500	-
Other Operating Expenses	51,609	54,700	54,700	-
Amount set aside to Reserves	310,000	-	-	-
<b>-</b>	<b>2,281,193</b>	<b>2,351,200</b>	<b>2,574,200</b>	<b>223,000</b>
<b>Funding</b>				(incr)/decr
Self Generated	1,190,560	1,044,000	1,144,000	(100,000)
Funds taken from Reserves			45,000	(45,000)
<b>TOTAL FUNDING</b>	<b>1,190,560</b>	<b>1,044,000</b>	<b>1,189,000</b>	<b>(145,000)</b>
<b>Net Funded by General Municipal Levy</b>	<b>1,090,633</b>	<b>1,307,200</b>	<b>1,385,200</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>78,000</b>

**TABLE 5**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Forestry & Conservation Land Taxes**

<b>OPERATING</b>	<b>Actual 2021</b>	<b>Budget 2021</b>	<b>Budget 2022</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	467,005	531,000	553,000	22,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	46,925	54,300	54,300	0
Property Taxes	167,524	183,200	183,200	0
Other Operating Expenses	533,611	612,000	612,000	0
Amount set aside to Reserves	100,000			0
<b>TOTAL EXPENSE</b>	<b>1,315,065</b>	<b>1,380,500</b>	<b>1,402,500</b>	<b>22,000</b>
<b>Funding</b>				(incr)/decr
Donations	15,198	27,000	27,000	-
Self Generated	600,015	580,000	580,000	-
<b>TOTAL FUNDING</b>	<b>615,213</b>	<b>607,000</b>	<b>607,000</b>	<b>0</b>
<b>Net Funded by General Municipal Levy</b>	<b>699,852</b>	<b>773,500</b>	<b>795,500</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>22,000</b>

**TABLE 6**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Conservation Services**

<b>OPERATING</b>	<b>Actual 2021</b>	<b>Budget 2022</b>	<b>Budget 2023</b>	<b>Budget change</b>
<b>Expenses:</b>				<b>incr/(decr)</b>
Salary and Benefits	410,257	478,000	497,500	19,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	50,831	86,200	86,200	-
Other Operating Expenses	1,432	22,000	22,000	-
Amount set aside to Reserves	125,000	-	-	-
<b>TOTAL EXPENSE</b>	<b>587,520</b>	<b>586,200</b>	<b>605,700</b>	<b>19,500</b>
<b>Funding</b>				<b>(incr)/decr</b>
Prov & Federal Govt	-	30,000	30,000	-
Funds taken from Reserves	552	1,000	1,000	-
<b>TOTAL FUNDING</b>	<b>552</b>	<b>31,000</b>	<b>31,000</b>	<b>-</b>
<b>Net Funded by General Municipal Levy</b>	<b>586,968</b>	<b>555,200</b>	<b>574,700</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>19,500</b>

**TABLE 7**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Strategic Communications**

<b>OPERATING</b>	<b>Actual 2021</b>	<b>Budget 2022</b>	<b>Budget 2023</b>	<b>Budget change</b>
<b>Expenses:</b>				
Salary and Benefits	358,234	492,000	512,000	incr/(decr) 20,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	42,067	62,000	62,000	-
Other Operating Expenses	3,885	23,500	23,500	-
Amount set aside to Reserves	55,000	-	-	-
<b>TOTAL EXPENSE</b>	<b>459,186</b>	<b>577,500</b>	<b>597,500</b>	<b>20,000</b>
<b>Funding</b>				
<b>Net Funded by General Municipal Levy</b>	<b>459,186</b>	<b>577,500</b>	<b>597,500</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>20,000</b>

**TABLE 8**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Environmental Education**

<b>OPERATING</b>	<b>Actual 2021</b>	<b>Budget 2022</b>	<b>Budget 2023</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	430,437	553,000	574,500	21,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	48,032	57,000	57,000	0
Insurance	15,491	17,000	21,000	4,000
Property Taxes	10,048	14,000	14,000	0
Other Operating Expenses	144,476	143,600	143,600	0
Amount set aside to Reserves	55,000	0	0	0
<b>TOTAL EXPENSE</b>	<b>703,484</b>	<b>784,600</b>	<b>810,100</b>	<b>25,500</b>
<b>Funding</b>				(incr)/decr
Provincial & Federal Grants	748	0	0	0
Self Generated	362,912	500,000	500,000	0
<b>TOTAL FUNDING</b>	<b>363,660</b>	<b>500,000</b>	<b>500,000</b>	<b>0</b>
<b>Net Funded by General Municipal Levy</b>	<b>339,824</b>	<b>284,600</b>	<b>310,100</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>25,500</b>



**TABLE 9**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Corporate Services**

<b>Budget 2023</b>		<b>Deficit to be funded with Municipal Levy</b>
<b>Expenses:</b>		
Salary and Benefits	2,133,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	359,000	
Insurance	127,000	
Other Operating Expenses	949,288	
Amount set aside to Reserves	-	
<b>TOTAL EXPENSE</b>	<b>3,568,288</b>	
<b>Funding</b>		
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	65,000	
<b>TOTAL FUNDING</b>	<b>135,000</b>	
Net Result before surplus adjustments	3,433,288	
Deficit from Other Programs offset by 2022 Surplus Carryforward		(482,800)
2022 Surplus Carried Forward to 2023 used to reduce Levy		100,000
<b>Net Funded by General Municipal Levy</b>	<b>3,433,288</b>	<b>(382,800)</b>

<b>Budget 2022</b>		<b>Surplus available to offset Municipal Levy Increase</b>
<b>Expenses:</b>		
Salary and Benefits	2,051,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	379,000	
Insurance	103,000	
Other Operating Expenses	1,338,565	
<b>TOTAL EXPENSE</b>	<b>3,871,565</b>	
<b>Funding</b>		
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	15,000	
<b>TOTAL FUNDING</b>	<b>85,000</b>	
Net Result before surplus adjustments	3,786,565	
Deficit from Other Programs offset by 2021 Surplus Carryforward		(466,700)
2021 Surplus Carried Forward to 2022 used to reduce Levy		567,177
<b>Net Funded by General Municipal Levy</b>	<b>3,786,565</b>	<b>100,477</b>

<b>ACTUAL 2021</b>		<b>Surplus available to offset Municipal Levy</b>
<b>Expenses:</b>		
Salary and Benefits	1,977,881	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	311,950	
Insurance	83,833	
Other Operating Expenses	835,919	
Amount set aside to Reserves	490,000	
<b>TOTAL EXPENSE</b>	<b>3,699,583</b>	
<b>Funding</b>		
Provincial Grant	500	
Donations/Other		
Recoverable Corporate Services Expenses	61,040	
<b>TOTAL FUNDING</b>	<b>61,540</b>	
Net Result before surplus/(deficit) adjustments	3,638,043	
2021 Surplus from Other Programs used to reduce Levy		41,809
2020 Surplus Carried Forward to 2021 used to reduce Levy		316,241
<b>Net Funded by General Municipal Levy</b>	<b>3,638,043</b>	<b>358,050</b>

**TABLE 10**  
 GRAND RIVER CONSERVATION AUTHORITY  
**OTHER PROGRAMS - OPERATING - SUMMARY of Results**

	Conservation Lands	Property Rentals	MISC	(a) Cons Lands, Rental, Misc	(b) Hydro Production	(c) Conservation Areas	TOTAL Other Programs
<b>Budget 2023 - OPERATING</b>							
<b>Expenses:</b>							
Salary and Benefits	1,540,000	731,000	-	2,271,000	70,000	4,675,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	152,600	74,500	-	227,100	-	210,000	
Insurance	290,000	35,000	-	325,000	-	-	
Property Taxes	-	88,000	-	88,000	-	65,000	
Other Operating Expenses (consulting etc)	606,000	701,700	-	1,307,700	25,500	3,550,000	
Amount set aside to Reserves	-	-	-	-	116,500	-	
<b>TOTAL EXPENSE</b>	<b>2,588,600</b>	<b>1,630,200</b>	<b>-</b>	<b>4,218,800</b>	<b>212,000</b>	<b>8,500,000</b>	<b>12,930,800</b>
<b>Funding</b>							
Self Generated	86,000	2,981,000	100,000	3,167,000	580,000	8,500,000	
Funds taken from Reserves	101,000	100,000	-	201,000	-	-	
<b>TOTAL FUNDING</b>	<b>187,000</b>	<b>3,081,000</b>	<b>100,000</b>	<b>3,368,000</b>	<b>580,000</b>	<b>8,500,000</b>	<b>12,448,000</b>
<b>NET Surplus/(Deficit) for programs not funded by general levy</b>	<b>(2,401,600)</b>	<b>1,450,800</b>	<b>100,000</b>	<b>(850,800)</b>	<b>368,000</b>	<b>-</b>	<b>(482,800)</b>
<b>Budget 2022 - OPERATING</b>							
<b>Expenses:</b>							
Salary and Benefits	1,384,500	703,400	-	2,087,900	68,000	4,300,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	152,600	74,500	-	227,100	-	195,000	
Insurance	234,000	28,000	-	262,000	-	-	
Property Taxes	-	88,000	-	88,000	-	65,000	
Other Operating Expenses (consulting etc)	606,000	701,700	30,000	1,337,700	25,500	3,240,000	
Amount set aside to Reserves	-	-	-	-	116,500	-	
<b>TOTAL EXPENSE</b>	<b>2,377,100</b>	<b>1,595,600</b>	<b>30,000</b>	<b>4,002,700</b>	<b>210,000</b>	<b>7,800,000</b>	<b>12,012,700</b>
<b>Funding</b>							
Self Generated	86,000	2,921,000	108,000	3,115,000	530,000	7,800,000	
Funds taken from Reserves	1,000	100,000	-	101,000	-	-	
<b>TOTAL FUNDING</b>	<b>87,000</b>	<b>3,021,000</b>	<b>108,000</b>	<b>3,216,000</b>	<b>530,000</b>	<b>7,800,000</b>	<b>11,546,000</b>
<b>NET Surplus/(Deficit) for programs not funded by general levy</b>	<b>(2,290,100)</b>	<b>1,425,400</b>	<b>78,000</b>	<b>(786,700)</b>	<b>320,000</b>	<b>-</b>	<b>(466,700)</b>
<b>Actual 2021 - OPERATING</b>							
<b>Expenses:</b>							
Salary and Benefits	1,121,516	577,516	-	1,699,032	64,084	4,094,760	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	108,111	67,600	-	175,711	-	206,141	
Insurance	193,465	25,045	-	218,510	-	-	
Property Taxes	-	111,996	-	111,996	-	52,898	
Other Expenses	472,671	744,264	10,755	1,227,690	159,759	3,015,607	
Amount set aside to Reserves	198,000	166,500	-	364,500	60,000	1,814,000	
<b>TOTAL EXPENSE</b>	<b>2,093,763</b>	<b>1,692,921</b>	<b>10,755</b>	<b>3,797,439</b>	<b>283,843</b>	<b>9,183,406</b>	<b>13,264,688</b>
<b>Funding</b>							
Provincial/Federal	-	-	-	-	-	185,619	
Donations	33,521	-	-	33,521	-	8,979	
Self Generated	171,588	2,892,673	108,116	3,172,377	601,942	8,989,137	
Funds taken from Reserves	-	314,922	-	314,922	-	-	
<b>TOTAL FUNDING</b>	<b>205,109</b>	<b>3,207,595</b>	<b>108,116</b>	<b>3,520,820</b>	<b>601,942</b>	<b>9,183,735</b>	<b>13,306,497</b>
<b>NET Surplus/(Deficit) for programs not funded by general levy</b>	<b>(1,888,654)</b>	<b>1,514,674</b>	<b>97,361</b>	<b>(276,619)</b>	<b>318,099</b>	<b>329</b>	<b>41,809</b>

# Grand River Conservation Authority

**Report number:** GM-10-22-80

**Date:** October 28, 2022

**To:** Members of the Grand River Conservation Authority

**Subject:** Budget 2023 – Draft #1– General Municipal Levy Apportionment

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## **Recommendation:**

THAT Report Number GM-10-22-80 – Budget 2023 – Draft #1 – General Municipal Levy Apportionment be received as information.

## **Summary:**

The distribution of the proposed 2023 Municipal Levy to participating municipalities is attached, based on the first draft of the 2023 Budget

## **Report:**

The General Municipal Levy is allocated to participating municipalities based on Modified Current Value Assessment (2021 assessment) information in the watershed, which the Ministry of Environment, Conservation and Parks (MECP) provided. The current methodology for calculating the Modified Current Value Assessment and distributing the levy is outlined in Ontario Regulation 670/00, which is appended to this report. Using the 2021 assessment information provided, the resulting apportionment of the proposed 2023 General Levy based on the first draft of the 2023 budget is attached.

## **Financial Implications:**

The first draft of the 2023 Budget proposes a Municipal Levy of \$12,968,000, which represents an increase of \$438,000, or 3.5%, over 2022. After allocating this amount in accordance with Regulation 670/00, individual municipalities will experience increases ranging from 2.3% to 7.1% compared to 2022.

## **Other Department Considerations:**

Not applicable

## **Prepared by:**

Karen Armstrong  
Deputy CAO/ Secretary-Treasurer

## **Approved by:**

Samantha Lawson  
Chief Administrative Officer

**Conservation Authorities Act  
ONTARIO REGULATION 670/00  
CONSERVATION AUTHORITY LEVIES**

**1.** In this Regulation,

“current value assessment” means the current value assessment of land, determined under the provisions of the *Assessment Act*, for a given year;

“property class” means a class of real property prescribed under the *Assessment Act*. O. Reg. 670/00, s. 1.

**2.** (1) In determining the levy payable by a participating municipality to an authority for maintenance costs pursuant to subsection 27 (2) of the Act, the authority shall apportion such costs to the participating municipalities on the basis of the benefit derived or to be derived by each participating municipality determined,

(a) by agreement among the authority and the participating municipalities; or

(b) by calculating the ratio that each participating municipality’s modified assessment bears to the total authority’s modified assessment. O. Reg. 670/00, s. 2 (1).

(2) In determining the levy payable by a participating municipality to an authority for administration costs pursuant to subsection 27 (3) of the Act, the authority shall apportion such costs to the participating municipalities on the basis of the ratio that each participating municipality’s modified assessment bears to the total authority’s modified assessment. O. Reg. 670/00, s. 2 (2).

**3.** The following rules apply for the purposes of section 2:

1. The modified current value assessment is calculated by adding the current value assessments of all lands within a municipality all or part of which are within an authority’s jurisdiction and by applying the following factors to the current value assessment of the land in the following property classes:

Property Class	Factor
Residential/Farm	1
Multi-Residential	2.1
Commercial	2.1
Industrial	2.1
Farmlands	0.25
Pipe Lines	1.7
Managed Forests	0.25
New Multi-Residential	2.1
Office Building	2.1
Shopping Centre	2.1
Parking Lots and Vacant Land	2.1
Large Industrial	2.1

2. A participating municipality’s modified assessment is the assessment calculated by dividing the area of the participating municipality within the authority’s jurisdiction by its total area and multiplying that ratio by the modified current value assessment for that participating municipality.

3. The total authority’s modified assessment is calculated by adding the sum of all of the participating municipalities’ modified assessments for that authority. O. Reg. 670/00, s. 3.

**4.** An authority may establish a minimum sum that may be levied against a participating municipality within the authority’s jurisdiction. O. Reg. 670/00, s. 4.

## Grand River Conservation Authority Summary of Municipal Levy - 2023 Budget

*DRAFT - October 28, 2022*

	% CVA in Watershed	2022 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2023 Budget Matching & Maintenance Levy	2023 Budget Admin & Maintenance Levy	2023 Budget Capital Maintenance* Levy	2023 Budget Total Levy	Actual 2022	% Change
Brant County	82.9%	7,349,082,037	6,092,389,009	2.92%	13,125	337,655	27,729	378,509	361,733	4.6%
Brantford C	100.0%	15,438,439,128	15,438,439,128	7.40%	33,261	855,636	70,266	959,163	925,478	3.6%
Amaranth Twp	82.0%	823,007,110	674,865,830	0.32%	1,454	37,403	3,072	41,929	40,312	4.0%
East Garafraxa Twp	80.0%	646,737,870	517,390,296	0.25%	1,115	28,675	2,355	32,145	31,052	3.5%
Town of Grand Valley	100.0%	602,204,454	602,204,454	0.29%	1,297	33,376	2,741	37,414	34,921	7.1%
Melancthon Twp	56.0%	605,191,515	338,907,248	0.16%	730	18,783	1,542	21,055	20,387	3.3%
Southgate Twp	6.0%	1,095,001,488	65,700,089	0.03%	142	3,641	299	4,082	3,913	4.3%
Haldimand County	41.0%	7,387,846,603	3,029,017,107	1.45%	6,526	167,875	13,786	188,187	180,063	4.5%
Norfolk County	5.0%	9,785,538,892	489,276,945	0.23%	1,054	27,117	2,227	30,398	29,714	2.3%
Halton Region	10.5%	48,462,400,444	5,103,428,670	2.44%	10,995	282,844	23,227	317,066	304,589	4.1%
Hamilton City	26.8%	96,614,037,173	25,844,254,944	12.38%	55,679	1,432,351	117,626	1,605,656	1,557,692	3.1%
Oxford County	36.5%	4,574,385,729	1,667,806,332	0.80%	3,593	92,434	7,591	103,618	100,481	3.1%
North Perth T	2.0%	2,359,924,293	47,198,486	0.02%	102	2,616	215	2,933	2,779	5.5%
Perth East Twp	40.0%	2,078,521,741	831,408,696	0.40%	1,791	46,079	3,784	51,654	49,597	4.1%
Waterloo Region	100.0%	105,303,687,542	105,303,687,542	50.45%	226,867	5,836,184	479,273	6,542,324	6,325,085	3.4%
Centre Wellington Twp	100.0%	5,401,783,927	5,401,783,927	2.59%	11,638	299,380	24,585	335,603	319,769	5.0%
Erin T	49.0%	2,607,980,359	1,277,910,376	0.61%	2,753	70,825	5,816	79,394	77,102	3.0%
Guelph C	100.0%	28,289,926,279	28,289,926,279	13.55%	60,948	1,567,896	128,757	1,757,601	1,702,688	3.2%
Guelph Eramosa Twp	100.0%	2,930,879,758	2,930,879,758	1.40%	6,314	162,436	13,339	182,089	176,486	3.2%
Mapleton Twp	95.0%	1,881,798,619	1,787,708,688	0.86%	3,851	99,079	8,136	111,066	106,574	4.2%
Wellington North Twp	51.0%	1,801,568,972	918,800,176	0.44%	1,979	50,922	4,182	57,083	55,274	3.3%
Puslinch Twp	75.0%	2,769,118,798	2,076,839,099	0.99%	4,474	115,103	9,452	129,029	124,311	3.8%
<b>Total</b>		<b>348,809,062,729</b>	<b>208,729,823,079</b>	<b>100.00%</b>	<b>449,688</b>	<b>11,568,310</b>	<b>950,000</b>	<b>12,968,000</b>	<b>12,530,000</b>	<b>3.5%</b>

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

# Grand River Conservation Authority

**Report number:** GM-10-22-77

**Date:** October 28, 2022

**To:** Members of the Grand River Conservation Authority

**Subject:** Cash and Investment Status – September 2022

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## **Recommendation:**

THAT Report Number GM-10-22-77 Cash and Investment Status – September 2022 be received as information.

## **Summary:**

The cash position including Notes Receivable of the Grand River Conservation Authority as at September 30, 2022 was \$42,547,517 with outstanding cheques written in the amount of \$108,973.

## **Report:**

See attached.

## **Financial Implications:**

Interest rates, etc. are shown on the report.

## **Other Department Considerations:**

Not applicable.

## **Prepared by:**

Carol Anne Johnston  
Senior Accountant

## **Approved by:**

Karen Armstrong  
Deputy CAO/Secretary Treasurer

Sonja Radoja  
Manager of Corporate Services

# Grand River Conservation Authority

**Report number:** GM-10-22-84

**Date:** October 28, 2022

**To:** Members of the Grand River Conservation Authority

**Subject:** Financial Summary for the Period Ending September 30, 2022

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## **Recommendation:**

THAT the Financial Summary for the period ending September 30, 2022 be approved.

## **Summary:**

The Financial Summary includes the 2022 *actual* year-to-date income and expenditures. The budget approved at the February 25, 2022 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 net surplus of \$215,000 at year-end is anticipated.

## **Report:**

- A. Government Grants decreased by \$210,000
  - Provincial funding decreased by \$250,000 due to timing of expected expenditures related to Water and Erosion Control Infrastructure (WECI)
  - Conservation Services Federal funding allocation increased by \$40,000 for a special project funded by Environment and Climate Change Canada's Conserving Nature program. The project is called Nature Smart Climate Solutions (NSCSF).
  
- B. Self-Generated Revenue increased by \$650,000
  - Resource Planning revenue increased by \$130,000 due to increased volume of plan review and solicitor enquiries and a decrease of \$25,000 in permit revenue.
  - Conservation Lands Timber revenue increased by \$45,000.
  - Conservation Area revenue increased by \$500,000 due to revised projection of annual fee revenue.
  
- C. Capital Expenditures decreased by \$500,000
  - WEIC project expenditures decreased by \$500,000 due to timing of expected work completion.
  
- D. Special Project Expenditures increased by \$40,000
  - Conservation Services special project expenditure increase of \$40,000 for the Nature Smart Climate Solutions (NSCSF).
  
- E. Net funding to Reserves increased by \$795,000
  - Transfer to Water Control Structures Reserve increased by \$250,000 due to timing of spending on WEIC projects. These funds will be utilized for project completion before March 31, 2023.
  - Transfer to the Forestry reserve increased by \$45,000 related to revenue from timber sales.
  - Transfer to Conservation Area reserve increased by \$500,000 as a result of the increase in forecast revenue.

### Forestry

Costs related to the wind storms that occurred on May 21, 2022 and August 3, 2022 are not yet finalized. Funding options include the use of reserves and/or insurance proceeds (eligibility to be determined). Staff will continue to monitor these costs and provide a subsequent forecast adjustment.

### Capital Spending

For a number of program areas (Motor Pool, Head Office, Conservation Areas) there is uncertainty as to whether budgeted capital expenses will be realized by December 31, 2022. Uncertainty is driven by supply chain issues and variability related to timing of expected work completion. Forecast adjustments will be considered for the November and December board reports as increased certainty can be ascertained.

The Financial Summary is attached.

### **Financial Implications:**

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

### **Other Department Considerations:**

Not Applicable

### **Prepared by:**

Kayleigh Keighan  
Financial Controller

### **Approved by:**

Karen Armstrong  
Deputy CAO/Secretary Treasurer



**GRAND RIVER CONSERVATION AUTHORITY  
FINANCIAL SUMMARY - FORECAST**

General Membership - October 28, 2022

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**FORECAST - AUGUST 31, 2022 - NET RESULT** **\$110,000**

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**CHANGES - SEPTEMBER 2022**

Sch 3	Water Control Structures	<b>\$500,000</b> <b>(\$250,000)</b> <b>(\$250,000)</b>	Capital Expenses decreased (WECI) Provincial Grant decreased Funding to Water Control Structures Reserve increase	<b>\$0</b>
Sch 4	Resource Planning	<b>\$10,000</b> <b>(\$25,000)</b> <b>\$120,000</b>	Self Generated Revenue increase - Solicitor Enquiry Fees Self Generated Revenue decrease - Permit Fees Self Generated Revenue increase - Plan Review Fees	<b>\$105,000</b>
Sch 6	Conservation Services	<b>(\$40,000)</b> <b>\$40,000</b>	Special Project - Nature Smart Climate Solutions expenses increase Federal Funding increase	<b>\$0</b>
Sch 10	Conservation Lands	<b>\$45,000</b> <b>(\$45,000)</b>	Timber Revenue increase Transfer to Forestry Reserve increase	<b>\$0</b>
Sch 13	Conservation Areas	<b>\$500,000</b> <b>(\$500,000)</b>	Conservation Area Revenue increase (\$10.5M to \$11M) Transfer to Conservation Area Reserve increase	<b>\$0</b>

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**FORECAST - SEPTEMBER 30, 2022 - NET RESULT** **\$215,000**

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**GRAND RIVER CONSERVATION AUTHORITY  
STATEMENT OF OPERATIONS  
FOR THE PERIOD ENDING September 30, 2022**

SCHEDULE		Actual 2021	Budget 2022	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
<b>REVENUE</b>							
<b><u>Municipal</u></b>							
General Municipal Levy (Operating)	various	11,275,000	11,580,000	11,580,000	11,580,001	11,580,001	-
General Municipal Levy (Capital)	various	950,000	950,000	950,000	950,000	950,000	-
Special Municipal Levy	various	96,139	130,000	-	130,000	130,000	-
Other	various	645,375	800,000	1,220,917	800,000	800,000	-
		<b>12,966,514</b>	<b>13,460,000</b>	<b>13,750,917</b>	<b>13,460,001</b>	<b>13,460,001</b>	<b>-</b>
<b><u>Government Grants</u></b>							
NDMNRF Transfer Payments	various	449,688	449,688	449,688	449,688	449,688	-
Source Protection Program-Provincial	various	569,655	640,000	392,444	660,000	660,000	-
Other Provincial	various	961,274	1,587,500	1,178,983	1,587,500	1,337,500	(250,000)
Federal	various	409,607	320,000	275,194	421,500	461,500	40,000
		<b>2,390,224</b>	<b>2,997,188</b>	<b>2,296,309</b>	<b>3,118,688</b>	<b>2,908,688</b>	<b>(210,000)</b>
<b><u>Self Generated</u></b>							
<b>User Fees and Sales</b>							
<i>Enquiries and Permits</i>	4	720,304	599,000	493,675	599,000	584,000	(15,000)
<i>Plan Input and Review</i>	4	470,256	445,000	498,870	445,000	565,000	120,000
<i>Consulting</i>	4	-	-	3,726	-	-	-
<i>Nursery and Woodlot Management</i>	5	505,659	415,000	446,262	480,000	525,000	45,000
<i>Conservation Lands Income</i>	10	80,640	71,000	30,386	71,000	71,000	-
<i>Conservation Areas User Fees</i>	13	9,504,504	9,000,000	10,738,617	10,500,000	11,000,000	500,000
<i>Nature Centres and Camps</i>	8	362,455	500,000	282,843	500,000	500,000	-
<i>Merchandising and Sales</i>	8	457	-	872	-	-	-
Property Rentals	11	2,892,673	2,921,000	2,316,709	2,921,000	2,921,000	-
Hydro Generation	12	601,942	530,000	523,695	530,000	530,000	-
Land Sales	10	10,000	-	1,281,601	1,300,000	1,300,000	-
Grand River Conservation Foundation	various	141,534	767,000	303,512	850,000	850,000	-
Donations	various	68,772	100,000	31,938	100,000	100,000	-
Landowner Contributions	5	175,304	180,000	161,192	180,000	180,000	-
Investment Income	14	457,806	475,000	414,712	475,000	475,000	-
Miscellaneous Income	various	1,544	8,000	12,183	8,000	8,000	-
<b>Total Self-Generated Revenue</b>		<b>15,993,850</b>	<b>16,011,000</b>	<b>17,540,793</b>	<b>18,959,000</b>	<b>19,609,000</b>	<b>650,000</b>
<b>TOTAL REVENUE</b>		<b>31,350,588</b>	<b>32,468,188</b>	<b>33,588,019</b>	<b>35,537,689</b>	<b>35,977,689</b>	<b>440,000</b>

**GRAND RIVER CONSERVATION AUTHORITY**  
**STATEMENT OF OPERATIONS**  
**FOR THE PERIOD ENDING September 30, 2022**

	SCHEDULE	Actual 2021	Budget 2022	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
<b>EXPENSES</b>							
<b>OPERATING</b>							
Water Resources Planning & Environment	1	1,779,166	2,267,400	1,665,575	2,264,400	2,264,400	-
Flood Forecasting and Warning	2	734,467	843,000	616,824	863,000	863,000	-
Water Control Structures	3	1,636,799	1,822,700	1,309,163	1,842,700	1,842,700	-
Resource Planning	4	1,971,193	2,351,200	1,661,948	2,346,200	2,346,200	-
Forestry & Conservation Land Property Tax:	5	1,215,065	1,380,500	1,166,280	1,465,500	1,465,500	-
Conservation Services	6	462,520	586,200	348,170	581,200	581,200	-
Communications & Foundation	7	404,186	577,500	315,348	507,500	507,500	-
Environmental Education	8	648,484	784,600	543,848	831,600	831,600	-
Corporate Services	9	3,148,543	3,801,565	3,082,697	3,854,565	3,854,565	-
Conservation Lands	10	1,895,763	2,377,100	1,670,878	2,288,600	2,288,600	-
Property Rentals	11	1,526,421	1,595,600	869,869	1,482,100	1,482,100	-
Hydro Production	12	223,843	93,500	169,401	239,000	239,000	-
Conservation Areas	13	7,369,406	7,800,000	6,683,544	8,200,000	8,200,000	-
Miscellaneous	14	10,755	30,000	8,685	30,000	30,000	-
Information Systems	16	1,111,866	1,267,000	891,549	1,267,000	1,267,000	-
Motor Pool	16	860,917	936,000	735,665	944,000	944,000	-
Less: Internal Charges (IS & MP)	16	(1,972,783)	(2,203,000)	(1,627,214)	(2,211,000)	(2,211,000)	-
<b>Total OPERATING Expenses</b>		<b>23,026,611</b>	<b>26,310,865</b>	<b>20,112,230</b>	<b>26,796,365</b>	<b>26,796,365</b>	-
<b>CAPITAL</b>							
Water Resources Planning & Environment	1	49,233	110,000	20,989	110,000	110,000	-
Flood Forecasting and Warning	2	476,563	190,000	181,617	190,000	190,000	-
Water Control Structures	3	1,267,010	2,200,000	519,903	2,200,000	1,700,000	(500,000)
Nature Centres	8	-	-	-	-	-	-
Conservation Areas	13	533,606	2,000,000	451,248	2,000,000	2,000,000	-
Corporate Services	9	-	-	-	-	-	-
Information Systems	16	180,170	170,000	109,083	170,000	170,000	-
Motor Pool	16	144,792	710,000	355,438	710,000	710,000	-
Less: Internal Charges (IS & MP)	16	(500,504)	(278,000)	(884,768)	(270,000)	(270,000)	-
<b>Total Capital Expenses</b>		<b>2,150,870</b>	<b>5,102,000</b>	<b>753,510</b>	<b>5,110,000</b>	<b>4,610,000</b>	<b>(500,000)</b>
<b>SPECIAL</b>							
Water Resources Planning & Environment	1	158,748	210,000	75,904	210,000	210,000	-
Flood Forecasting and Warning	2	155,567	575,000	172,881	575,000	575,000	-
Forestry	5	91,142	100,000	48,255	100,000	100,000	-
Conservation Services	6	814,623	1,010,000	515,959	1,088,500	1,128,500	40,000
Environmental Education	8	12,480	500,000	71,844	500,000	500,000	-
Conservation Land Purchases/Land Sale Exp	10	27,814	-	10,645	-	-	-
Conservation Lands	10	276,460	240,000	229,136	240,000	240,000	-
Miscellaneous	14	-	-	26,069	38,000	38,000	-
Source Protection Program	15	569,655	640,000	429,501	660,000	660,000	-
<b>Total SPECIAL PROJECTS Expenses</b>		<b>2,106,489</b>	<b>3,275,000</b>	<b>1,580,194</b>	<b>3,411,500</b>	<b>3,451,500</b>	<b>40,000</b>
<b>Total Expenses</b>		<b>27,283,970</b>	<b>34,687,865</b>	<b>22,445,934</b>	<b>35,317,865</b>	<b>34,857,865</b>	<b>(460,000)</b>
<b>Gross Surplus</b>		<b>4,066,618</b>	<b>(2,219,677)</b>	<b>11,142,085</b>	<b>219,824</b>	<b>1,119,824</b>	<b>900,000</b>
<b>Prior Year Surplus Carryforward</b>		<b>316,241</b>	<b>567,177</b>	<b>316,241</b>	<b>567,177</b>	<b>567,177</b>	-
<b>Net Funding FROM/(TO) Reserves</b>		<b>(3,815,682)</b>	<b>1,652,500</b>	<b>(3,637)</b>	<b>(677,000)</b>	<b>(1,472,000)</b>	<b>(795,000)</b>
<b>NET SURPLUS</b>		<b>567,177</b>	<b>-</b>	<b>11,454,689</b>	<b>110,000</b>	<b>215,000</b>	<b>105,000</b>

# Grand River Conservation Authority

**Report number:** GM-10-22-83

**Date:** October 28, 2022

**To:** Members of the Grand River Conservation Authority

**Subject:** Brant Shop Construction Award Recommendation

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**Recommendation:**

THAT the Grand River Conservation Authority (GRCA) award the tender for the Brant Shop Construction to PK Construction of Tillsonburg, Ontario for the amount of \$1,382,600.00 excluding HST;

AND THAT a total budget of \$1,600,000.00 excluding HST be approved.

**Summary:**

N/A

**Report:**

The former Brant workshop was demolished as part of efforts to remediate the Site due to a fuel oil leak that was detected in March 2019. The fuel oil contamination has been removed and the clean-up accepted by both Technical Standards & Safety Authority (TSSA) and the Ministry of Environment, Conservation, & Parks (MECP). Please see GRCA Board reports GM-06-19-66 & GM-09-19-91 for details.

The GRCA retained John MacDonald Architects (JMA) for the design, approvals, and construction oversight for the proposed Brant workshop replacement. The finalized design includes a wood frame construction on a concrete slab-on-grade floor. The proposed building includes a lunch room, accessible washroom, heated bay, two non-heated bays, and parking, new septic, etc. and covers an area of 284 m2.

A public pre-qualification process for potential contractors was undertaken with eight (8) successfully pre-qualified for the proposed workshop. An invitational tender was issued to the pre-qualified contractors with five (5) of the eight (8) providing submissions.

The tender submission were opened with an opening committee consisting of Lisa Keys, Director of Land Management, Sonja Radoja, Manager of Corporate Services, Brad Straus – Brant Park Conservation Area Superintendent, Ashley Jarden - Project Lead from JMA, and Alan McKee, Project Supervisor. The tender submissions were opened in the virtual presence of everyone 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	PK Construction	\$1,382,600.00
2	Bestco Construction	\$1,388,870.00
3	1014542 Ontario Inc. TRP General Contractors	\$1,570,000.00

<b>Rank</b>	<b>Company</b>	<b>Tender Amount (excluding HST)</b>
4	Dakon Construction	\$1,696,000.00
5	Devlan Construction	Incomplete Submission

Staff are satisfied with PK Construction's submission as it aligns with our requirements and budget. JMA also reviewed the bid for irregularities, completeness, and recommend the work be awarded to PK Construction.

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**

Tender Amount	\$1,382,600.00
Contingency	\$217,400.00
Total budget excluding HST	\$1,600,000.00

### **Financial Implications:**

Funding for this project is included in the Conservation Area Capital budget in 2022 and will be incorporated/carried over into the budget for 2023 as applicable. A total of \$1,600,000 will be budgeted for 2022/2023 for the construction costs to rebuild the Brant Maintenance Shop. In 2020 insurance proceeds of \$250,000 were received and related to 2019 expenses for site restoration. Additional insurance proceeds in the amount of \$331,000 will be used to offset construction/rebuild costs. Of the \$331,000 GRCA received \$292,000 in 2020 and these proceeds were placed into the Conservation Area reserve. The strategy for funding Conservation Area capital projects is to first utilize park revenue in excess of operating expenses and any additional funding required will be drawn from the conservation area reserve. The Conservation Area reserve as at December 31, 2021 is \$5.0 million.

### **Other Department Considerations:**

N/A

#### **Prepared by:**

Alan McKee  
Project Supervisor, Central Services

#### **Approved by:**

Lisa Keys  
Director Land Management

Brandon Heyer  
Manager of Central Services

# Grand River Conservation Authority

**Report number:** GM-10-22-85

**Date:** October 28, 2022

**To:** Members of the Grand River Conservation Authority

**Subject:** Environmental Contamination Update – River Road/Birkett Lane, Brantford and 810 Clyde Road, Cambridge

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## **Recommendation:**

THAT Report Number GM-10-22-85 Environmental Contamination Update – River Road/Birkett Lane, Brantford and 810 Clyde Road, Cambridge be received as information.

## **Summary:**

The Grand River Conservation Authority has an estimated liability of \$812,912 as at December 31, 2021 for future remediation of two of its properties. The properties include a former landfill site located on River Road near the intersection with Birkett Lane in the City of Brantford, and a former residential site located at 810 Clyde Road in the City of Cambridge. The Ministry of the Environment, Conservation and Parks has requested remediation on the Brantford and Cambridge properties.

## **Report:**

### **River Road/Birkett Lane, Brantford**

The Grand River Conservation Authority is the owner of a parcel of land located between River Road and the Grand River, in the vicinity of the intersection with Birkett Lane, in the City of Brantford (see Figure 1). The property was acquired in 1974 as part of the property acquisitions related to the construction of the flood control dikes. Provincial records indicate that the property was historically a municipal landfill site and unauthorized dumping has occurred.

As outlined in report GM-06-13-72, in May 2013, it was reported to the Ministry of the Environment and Climate Change (MOECC) that there was a substance leaking from barrels on the riverbank. It was thought the barrels became exposed after high spring flows. The substance did not enter the river and was later determined to be asphalt roofing tar. An immediate clean-up was undertaken to remove the exposed barrels as well as additional solid asphalt-like material that was discovered while removing the barrels. Grading work was undertaken to stabilize the slope where the exposed materials were removed. No work orders were issued by the MOECC in relation to this incident. The Ministry did express concern with future potential issues and impacts to the river, and requested that a long-term action plan be prepared for the property.

In 2014, Ministry staff inspected the property as part of a province-wide landfill review project. No specific action items were required as a result of the inspection, however it was noted that the previously identified concerns are to be addressed to the Ministry's satisfaction. The GRCA hired a consultant and site investigations and reporting were completed between 2014 and 2017. An action plan was developed which recommended excavating the buried material along the entire length of the shoreline and installing a geosynthetic membrane to stabilize the slope. Site securement was also recommended, including the installation of fencing. The estimated cost range was \$355,000 to \$654,000 depending on how much of the length of the shoreline needed to be mitigated.

In 2018, this area experienced a major ice jam which overtopped floodwall protection north of this property. An ice jam mitigation study was initiated, and it became apparent that any mitigation works on the River Road/Birkett Lane riverbank would need to be considered in the context of any ice jam mitigation options. The action plan previously developed would need to be revised to align with ice jam mitigation objectives.

Staff are reviewing whether the mitigation work should proceed independently from the ice jam study or if it is most efficient to wait until the ice jam design work is completed. It is expected that design updates, approvals, and construction would be a two to three year process.

### **810 Clyde Road, Cambridge**

The Grand River Conservation Authority is the owner of a property known as 810 Clyde Road in Cambridge (see Figure 2). The property was acquired in 1974 for the Shade's Mill Flood Control Project. The property is designated as an environmentally sensitive landscape in the City's Official Plan and is zoned as open space. A house (Herkenberg residence) on the property was demolished in 2017 as part of the residential tenancy program wind-down. While preparing the site for demolition, a standing pipe was observed. It was determined the pipe was part of an underground heating oil storage tank that historically provided fuel to the house but was no longer in service. Petroleum impacts were discovered in the soil when the tank was removed. The tank itself was intact, and the leakage over an undetermined amount of time from a connecting line between the storage tank and the house.

The discovery was reported to the Ministry of the Environment-Spills Action Centre. An Inspectors Order was issued by the Technical Standards and Safety Authority (TSSA) to complete an assessment report to delineate the full extent of all petroleum impacts. Testing and reporting was undertaken, and contaminated soils were excavated and stockpiled on-site. The excavation area was backfilled with clean material that was segregated, stockpiled and tested during the excavation activities. Investigations concluded that groundwater was not impacted by the oil leakage. On March 13, 2019, the TSSA informed the GRCA that no further action was needed in relation to the removed underground fuel storage tank and the matter was considered resolved.

An Environmental Compliance Approval permit was initiated with the MOECC for treatment of the excavated stockpile on-site. The work did not proceed and updated sampling was completed in 2020. A report was completed in 2021 by a consultant to review current soil concentrations and re-visit options for the excavated soils and potential costs. The level of petroleum impact to the soils were found to exceed the "Table 1" levels recommended by the MECP (Ministry of Conservation and Parks) for a designated environmentally sensitive area, however the levels were below what would be expected to cause any adverse impact to human or ecological receptors in most land use scenarios. The soil was classified as non-hazardous solid waste. The volume of the impacted soil was estimated at 2400 cubic metres.

The report outlined two options to deal with the stockpile; Option #1 is to manage the soil on-site (cost range from \$15,000 to \$400,000) and Option #2 is to manage the soil off-site (cost range from \$350,000 to \$750,000).

The options can be further broken down as follows:

- Option 1A - Leave Impacted Soil on Site – On-Site Treatment
  - on-site treatment to reduce the contaminant concentrations below "Table 1"
  - cost of option could range between \$250,000.00 – \$400,000.00 (excluding HST)
- Option 1B - Leave Impacted Soil on Site – Screening Level Risk Assessment and (potential) Risk Management Measures

- prepare screening level risk assessment to request approval from MECP to leave the stockpile in place and not undergo any treatment.
- risk management measures may be required and/or additional investigations.
- there is a potential the Ministry may request a full risk assessment.
- cost of option could range between \$15,000.00 – \$275,000 (excluding HST)
- Option 2A - Remove Impacted Soil from Site – Disposal
  - transporting the soil as a non-hazardous waste to a licensed treatment or disposal facility
  - cost of option could range between \$500,000.00 - \$750,000.00 (excluding HST)
- Option 2B - Remove Impacted Soil from Site – Beneficial Reuse
  - transporting the soil for beneficial re-use if a suitable receiving site can be found.
  - cost of option could range between \$350,000.00 – \$550,000.00 (excluding HST)

Staff undertook a review of options and eliminated Option 2A and 2B due to costs and the anticipated difficulty in finding a suitable, willing, receiving site (or sites) for beneficial re-use. Of note, access to the property is via a bridge with weight restrictions over a rail line. Considerable efforts would be required to move the soil in small quantities to a secondary staging area south of the rail line for loading into trucks, which increased the cost of any off-site option.

Staff have reviewed Options 1 A and 1B with the consultant, and will be obtaining updated sampling results. Depending on the results, staff anticipate proceeding with the lower cost Option 1B and submitting a screening level risk assessment to the Ministry.

### **Financial Implications:**

Annual updates are provided to the Audit Committee and included in financial reporting to the General Membership. The annual GRCA audited financial statements also include note disclosure regarding contaminated sites. The GRCA is currently carrying a contaminated site liability of \$478,322.93 for the River Road/Birkett Lane property and \$334,578.64 for 810 Clyde Road, for a total of \$812,911.57.

### **Other Department Considerations:**

Property and Engineering staff will continue to be involved. Planning staff will review a future permit for the River Road/Birkett Lane solution.

#### **Prepared by:**

Beth Brown  
Manager of Property

Gus Rungis  
Senior Engineer – Water Control Infrastructure

#### **Approved by:**

Lisa Keys  
Director of Land Management

Joe Farwell  
Interim Director of Water Management



Figure 1: Location of Property – River Road at Birkett Lane, Brantford

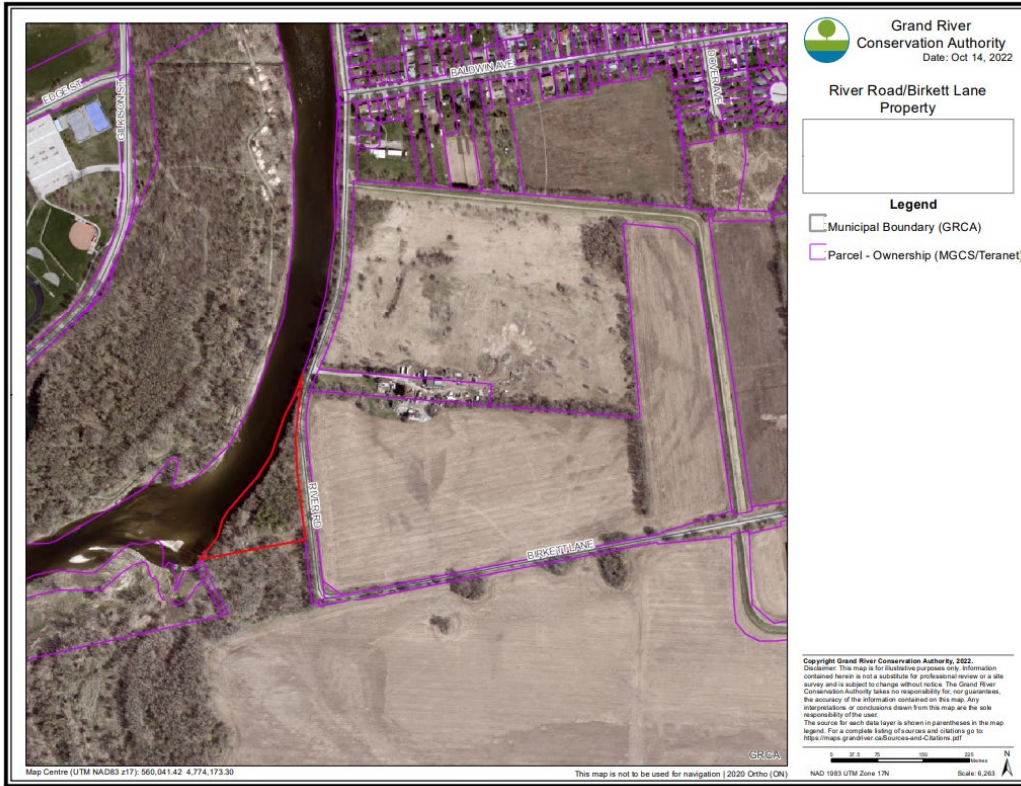
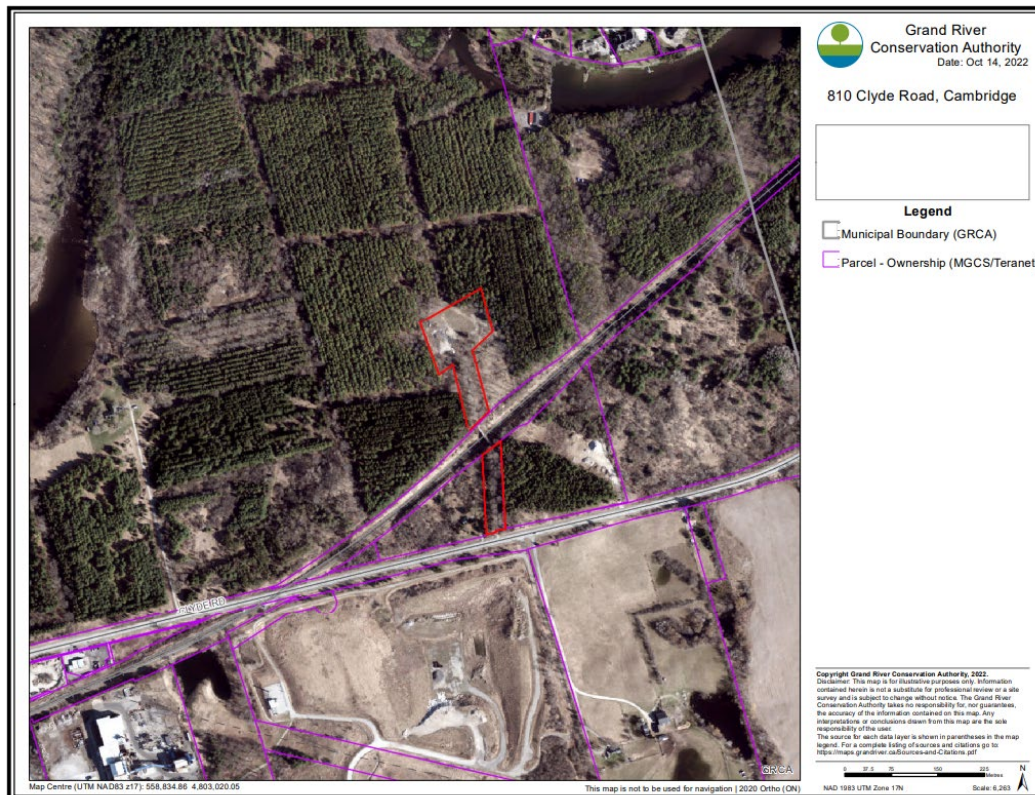


Figure 2: Location of Property – 810 Clyde Road, Cambridge



# Grand River Conservation Authority

**Report number:** GM-10-22-78

**Date:** October 28, 2022

**To:** Members of the Grand River Conservation Authority

**Subject:** Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation

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## Recommendation:

THAT Report Number GM-10-22-78 – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation be received as information.

## Summary:

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

## Report:

Permit Report July, August and September 2022

Municipality	Total
City of Brantford	10
City of Cambridge	12
City of Guelph	4
City of Hamilton	7
City of Kitchener	15
City of Waterloo	6
County of Brant	24
Haldimand County	20
Norfolk County	1
Town of Erin	8
Town of Grand Valley	3
Town of Milton	1
Township of Amaranth	1
Township of Blandford-Blenheim	6
Township of Centre Wellington	15

<b>Municipality</b>	<b>Total</b>
Township of East Garafraxa	4
Township of Guelph/Eramosa	11
Township of Mapleton	9
Township of Melancthon	3
Township of North Dumfries	11
Township of Norwich	1
Township of Perth East	3
Township of Puslinch	13
Township of Southgate	5
Township of Wellesley	12
Township of Wellington North	1
Township of Wilmot	12
Township of Woolwich	8
<b>Total Permits</b>	<b>226</b>

**Financial Implications:**

Not Applicable.

**Other Department Considerations:**

Not Applicable.

**Prepared by:**

Andrea De Angelis  
 Water Management Technical Assistant

**Approved by:**

Samantha Lawson  
 CAO

Melissa Larion  
 Supervisor of Resource Planning

# Grand River Conservation Authority

**Report number:** GM-10-22-79

**Date:** October 28, 2022

**To:** Members of the Grand River Conservation Authority

**Subject:** Dam Safety Maturity Matrices – Evaluation of the GRCA’s Dam Safety Program

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## **Recommendation:**

THAT Report Number GM-10-22-79 – Dam Safety Maturity Matrices – Evaluation of the GRCA’s Dam Safety Program be received as information.

## **Summary:**

This report provides an overview of the evaluation of the Grand River Conservation Authority’s dam safety program using the Dam Safety Maturity Matrix tool to compare the level of development (maturity) of the program against industry standards.

## **Report:**

The Grand River Conservation Authority (GRCA) owns and operates 27 dams. The dams perform a range of functions with the 7 major dams providing watershed scale flood and supplying water to the river during periods of low flow (flow augmentation). Auxiliary benefits such as hydro production and recreation result from the operation of the dams.

GRCA’s other 20 dams are generally run-of-the-river dams or earthen embankment dams with small head ponds. Although the smaller dams do not serve a water management function, they are important community features that provide local benefits that include municipal fire supply, wildlife habitat, local aesthetics and recreation.

The purposes of a dam safety program are to protect life, property, and the environment by ensuring that all dams are designed, constructed, operated, and maintained as safely and as effectively as is reasonably possible. Accomplishing these purposes requires commitments to continually inspect, evaluate, and document the design, construction, operation, maintenance, rehabilitation, and emergency preparedness of each dam and the associated public.

The Dam Safety Maturity Matrix provides a template for a benchmarking exercise to evaluate dam management programs. The matrices were developed for owners to assess the effectiveness of their dam safety program against industry practice, and to assist with identifying improvement initiatives. The matrices have been developed within the Centre for Energy Advancement through Technological Innovation’s (CEATI) Dam Safety Interest Group. They are available for internal use only by members of the Dam Safety Interest Group, of which the GRCA is a member organization.

The Dam Safety Maturity Matrices evaluate the 12 elements considered most typical of a dam safety program. Using the matrices, the current state of development (or maturity) of a dam safety program can be evaluated for each of its elements and sub-elements. Where required, improvements to the program can be subsequently developed, prioritized and planned, and the process can be repeated periodically to determine if progress has been made.

The Dam Safety Maturity Matrices are a powerful tool that can be used to:

- Evaluate the effectiveness of a dam owner’s dam safety program against industry practice.

- Identify program strengths and areas for improvement.
- Communicate program strengths and areas for improvements to managers and other key stakeholders.

The primary benefit of using the maturity matrices is the improved understanding of the dam safety program across the whole range of activities that influence its effectiveness by GRCA staff and senior management. The matrices are also a useful tool for communication of the GRCA's dam safety program to wider audiences.

The appended report "Dam Safety Maturity Matrix Report, October 6, 2022" provides an overview of the results of the evaluation of the dam safety program elements completed by internal staff and the recommendations for areas of improvement in the GRCA's dam safety program.

**Financial Implications:**

None.

**Other Department Considerations:**

None.

**Prepared by:**

Katelyn Lynch, P.Eng.  
Senior Engineer Water Capital

**Approved by:**

Joe Farwell, P.Eng.  
Director of Water Management (Interim)

# Grand River Conservation Authority

**Report number:** GM-10-22-82

**Date:** October 28, 2022

**To:** Members of the Grand River Conservation Authority

**Subject:** Current Watershed Conditions as of October 19, 2022

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## **Recommendation:**

THAT Report Number GM-10-22-82 – Current Watershed Conditions as of October 19, 2022 be received as information.

## **Summary:**

September was a warm and very dry month. It was the 3<sup>rd</sup> driest September in the last 30 years. By contrast, the first half of October was cooler and a bit wetter, but still drier than a normal for most of the watershed. The southern tip of the watershed still remains the wettest catching precipitation from storms over Lake Erie.

The large reservoirs continue to be under strain from high augmentation pressures and low inflows, with all but Luther below their normal operating levels. Operational low flow targets through Guelph and Kitchener dropped to fall levels on October 1<sup>st</sup>. The summer flow target at Brantford is normally maintained through to the end of October. To preserve water in storage the Brantford target was reduced early after consultation with water treatment plant operators at the City of Brantford and Six Nations.

Lake Erie water levels continue to drop, but stay above the long-term average. There is a lot of uncertainty regarding lake water levels into next year, but they are likely to stay below the very high levels in 2020. The long-term forecast is for warm temperatures and dry conditions to continue over the next three months.

## **Report:**

### **Precipitation**

September was a very dry month with the watershed receiving less than half of the normal precipitation. The southern part of the watershed received near or above normal precipitation due to a few large systems on Lake Erie. For the rest of the watershed it was the 3<sup>rd</sup> driest September in the last 30 years and very similar to conditions during the early stages of the drought in the late nineties.

In contrast, so far in October the watershed has received about 75% of normal rainfall. Most precipitation was recorded over the past week with small amounts almost each day, but no large rainfalls. Small amounts of rain absorb into the ground and very little runoff is produced.

Climate stations in the watershed recorded, on average around 30 millimeters of precipitation so far in October, Table 1. Exceptions include the Brantford station, which only recorded 17 millimeters and the Luther station, which recorded close to 45mm. Not shown in Table 1 is the station at Byng Island in Dunnville which recorded over 77 millimeters of rain during the first half of October. As in September, there were a number of large rain events over the Lake Erie shore that did not spread up into the rest of the watershed.

Table 1: Current monthly precipitation for climate stations across the watershed up to October 19, 2022 including the long term average precipitation for half of October.

Climate Station	Current Month Precipitation (mm)	Long Term Average Precipitation (mm)	Percentage of Long Term Average (%)
Shand	29.1	42.1	69%
Conestogo	28.7	46.5	62%
Guelph	30.5	39.0	78%
Luther	43.9	44.6	98%
Woolwich	27.8	34.1	82%
Laurel	32.0	42.6	75%
Shades	35.3	40.0	88%
Brantford	17.1	34.8	49%

Long term trends in precipitation are provided in Table 2. Continued dry conditions since early spring are shown in the long term trends. Over the past three months the watershed received about 68% of normal precipitation. Over the past 6 months that amount raises slightly to 71% and over the 12 months to 88%. It is not until the past 18 months, that precipitation totals are close to 100%. 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	41%	77%	74%	92%	94%
Conestogo	56%	87%	87%	92%	99%
Guelph	25%	66%	74%	91%	102%
Luther	47%	75%	74%	90%	96%
Woolwich	40%	66%	70%	81%	85%
Laurel	45%	48%	58%	80%	96%
Shades	33%	57%	59%	83%	101%
Brantford	89%	68%	74%	95%	100%

## Air Temperatures

Temperatures in September were above average in the middle of the watershed and near average in the northern and southern climate stations. The average monthly temperature at Shand Dam in August was 16 degrees Celsius, which is a little under one degree above the long term average. Many days in September reached temperatures in the mid to high twenties, while overnight lows stayed in the teens until the last week.

Temperatures dropped the last week of September and have remained a bit below normal in early October. The average temperature in the first half of October was slightly below seasonal. Frost and below freezing temperatures were recorded early in the month, but generally temperatures have remained above freezing.

A visual representation of these trends for the Shand climate station is given in Figure 2.

## **Lake Erie Water Levels**

During September, the average lake level was approximately 0.29 meters above the long-term average, which was approximately 0.21 meters below the same month in 2021. Lake levels continue to decrease. In the first two weeks of September, the average lake level was approximately 174.38 meters, which is about 0.31 meters above the long-term average, but below the average lake level in September.

The long term forecast for Lake Erie varies from an increase to a decline in levels over the next few months. Levels are forecast to stay below high levels in 2020. Figure 3 shows the range of water levels that is expected over the next six months as well as the observed water levels over the last three years.

## **Reservoir Conditions**

Dry conditions over the summer and early fall have put strain on the reservoirs; which continue to augment flows downstream while inflows stay low. Only the Luther reservoir remains at a normal operating level. The other large reservoirs including Conestogo, Guelph, Shand and Woolwich are below normal operating levels. Reservoir levels and operating rule curves are shown in Figures 4 and 5 for the four largest reservoirs.

Augmentation levels have stayed high since June, but dropped over the past week from a combination of lower flow targets and more precipitation. At the start of October, approximately 85% of the water in the Grand River through Kitchener was from water stored in the reservoirs, while at Brantford nearly 50% of the water was from reservoirs. These values dropped to 60% and 30%, respectively by October 19th. On the Speed River augmentation dropped from approximately 50% to 20% of the water downstream of Guelph over the first part of the month.

Operational low flow targets through Guelph and Kitchener dropped from summer targets to lower fall targets at the start of October. The summer flow target at Brantford is normally maintained through to the end of October. To preserve water in storage the Brantford target was reduced early after consultation with water treatment plant operators at the City of Brantford and Six Nations to ensure lower flows did not impact their operations.

## **Low Water Response**

The Grand River Low Water Response Team did not meet in October, but updates on conditions were sent out to the Team on October 4th and 19th. The watershed continues to be in a Level 2 condition with a request to reduce water use by 20 percent. The watershed will likely stay in a Level 2 condition until reservoir water levels return to normal. The Low Water Response Team will continue to monitor the situation.

The Grand River Low Water Response Team is comprised of representatives from municipalities, agriculture, golf course operators, aggregate operations, water bottlers, and provincial ministries. It meets as needed to carry out the Ontario Low Water Response Program in the Grand River Watershed.

## **Long Range Forecast**

Environment and Climate Change Canada is forecasting above normal temperatures and below normal precipitation for the October to December period.

Seasonal forecast from the Ministry of Natural Resources and Forestry forecasters is for near normal temperatures and below normal precipitation. With the Great Lakes warmer than normal there is a good chance of lake effect precipitation this fall and into the winter.

## **Flood Preparedness**

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

Planning continues for a pre-winter meeting with municipal flood coordinators in late November.



Flood personnel will be attending a series of webinars over the fall as part of the Ontario Flood Forecasting and Warning committee's training sessions. Topics include forecasting, emergency management, advances in technology and learnings from past floods.

**Financial Implications:**

Not applicable

**Other Department Considerations:**

Not applicable

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**Figures:**

Figure 1: Shand Dam Monthly Precipitation 2018 to October 19, 2022

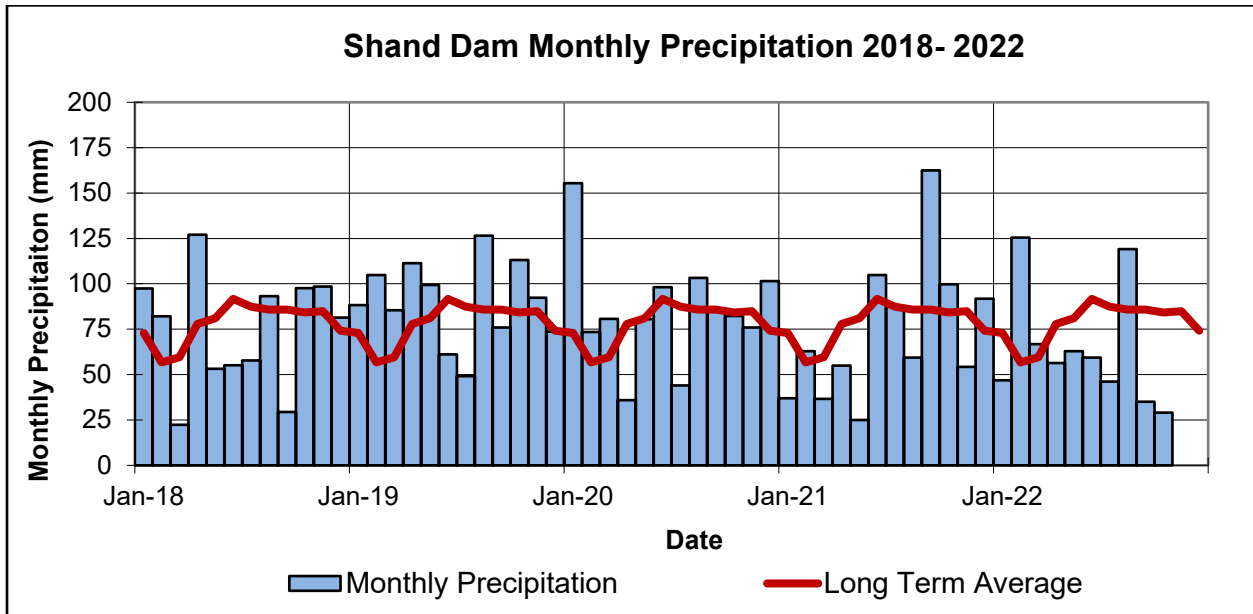


Figure 2: Monthly Average Air Temperatures at Shand Dam from 2018 to October 19, 2022

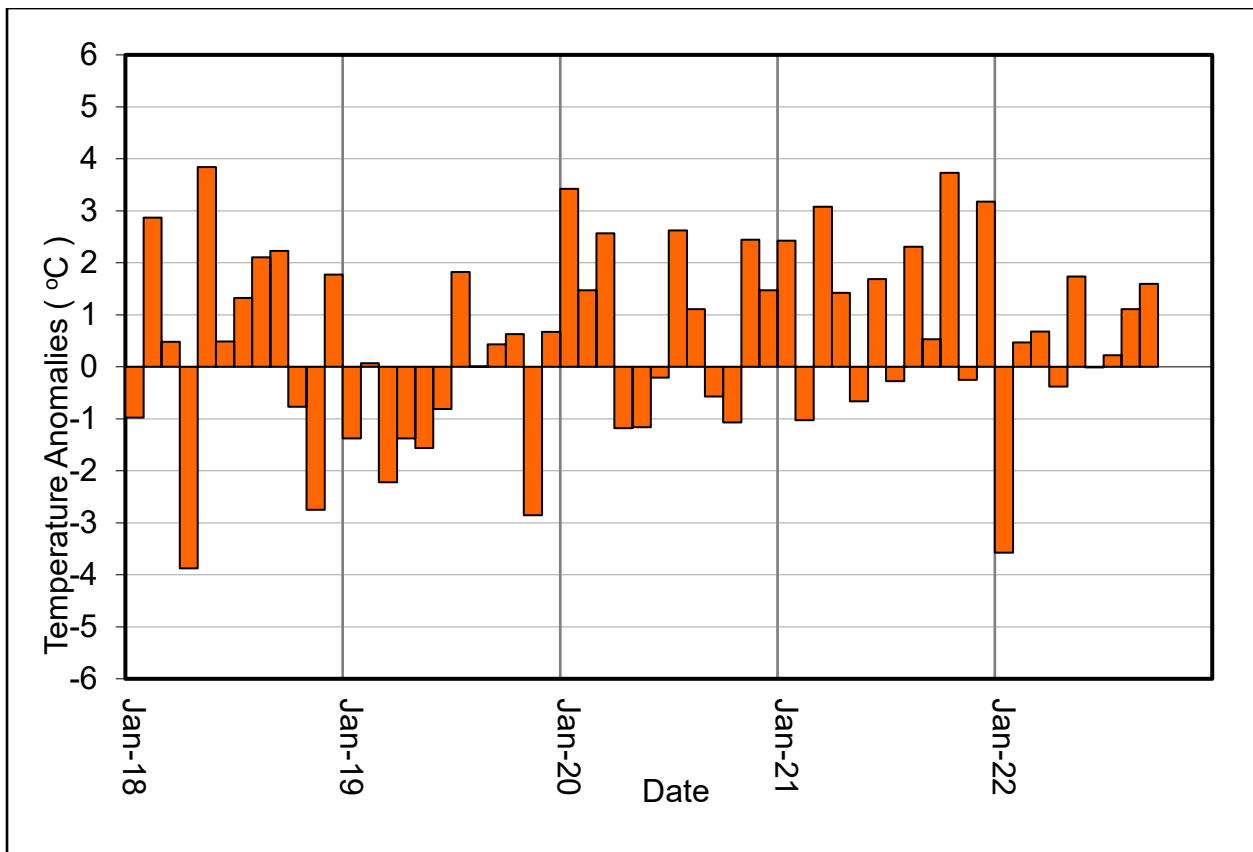


Figure 3: Water levels for Lake Erie at Port Colborne

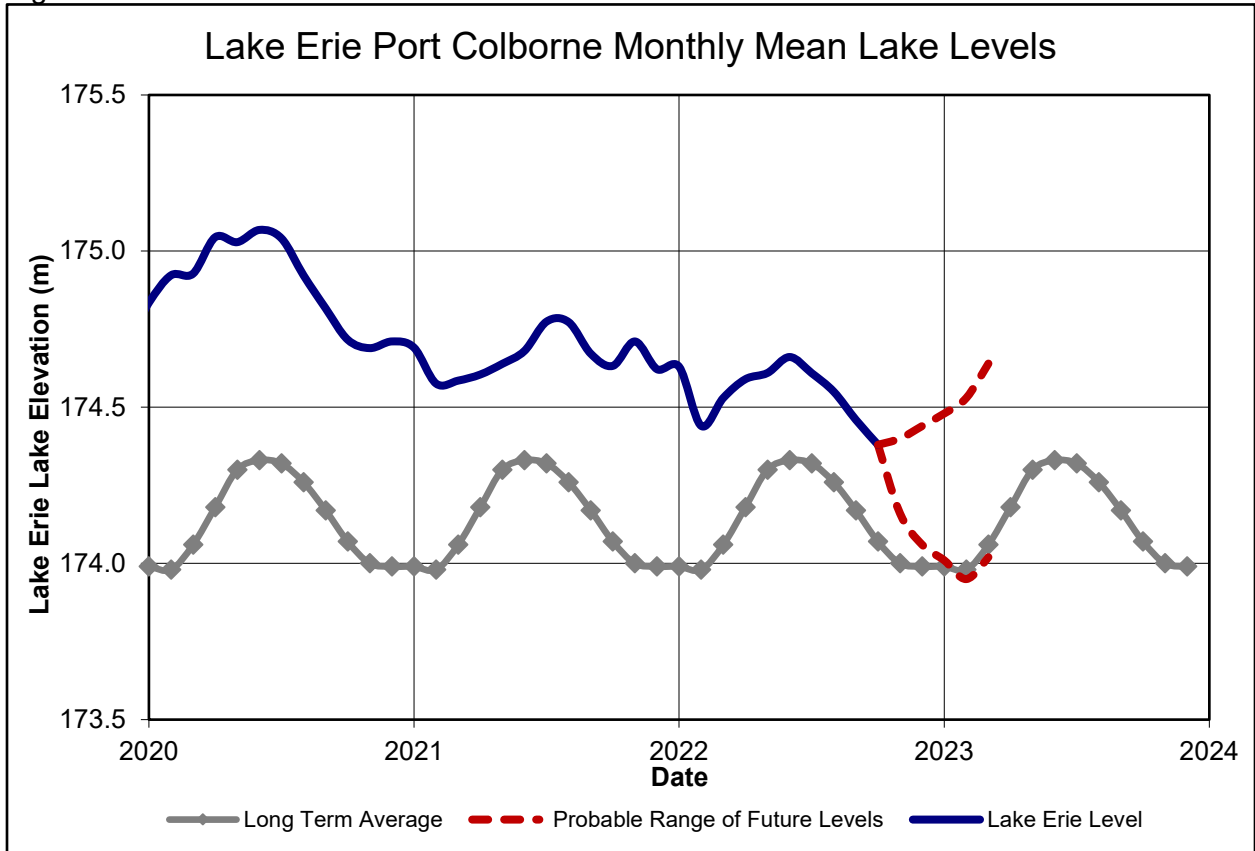


Figure 4: Shand and Conestogo Reservoir Elevation Plots for 2022

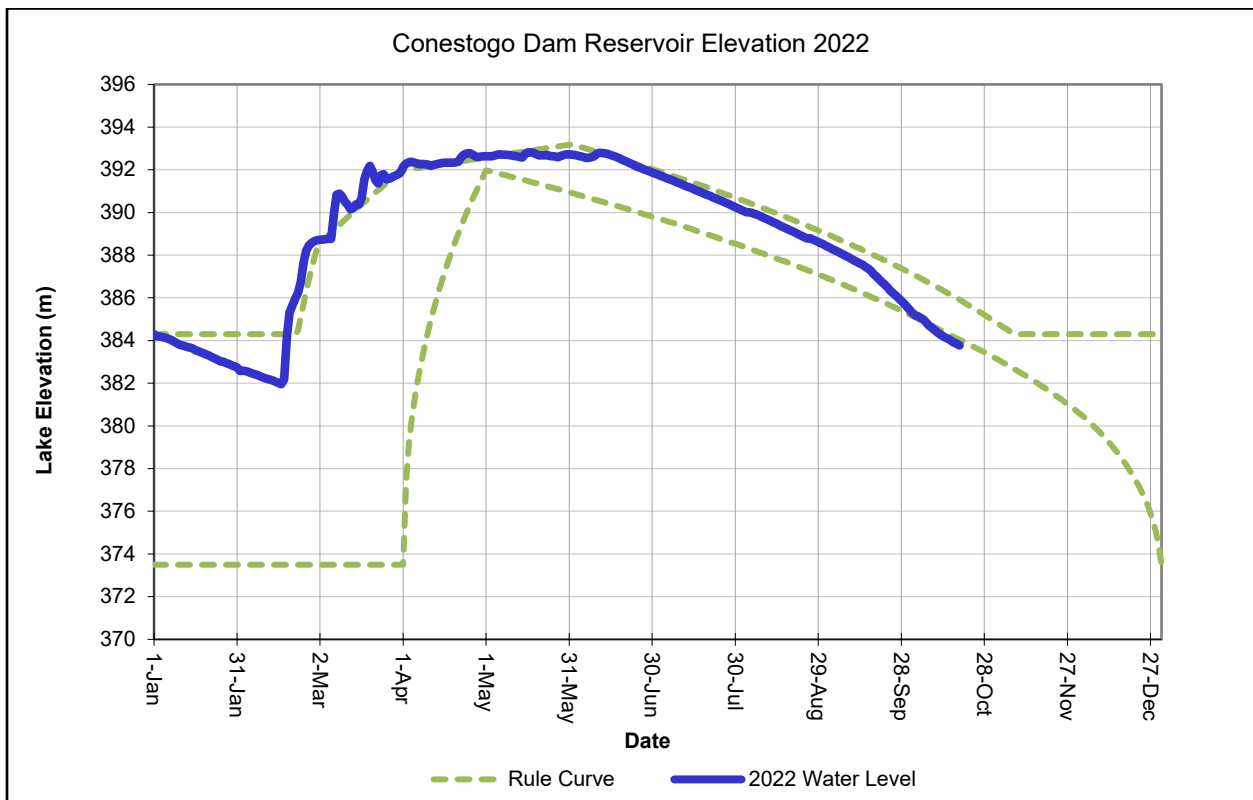
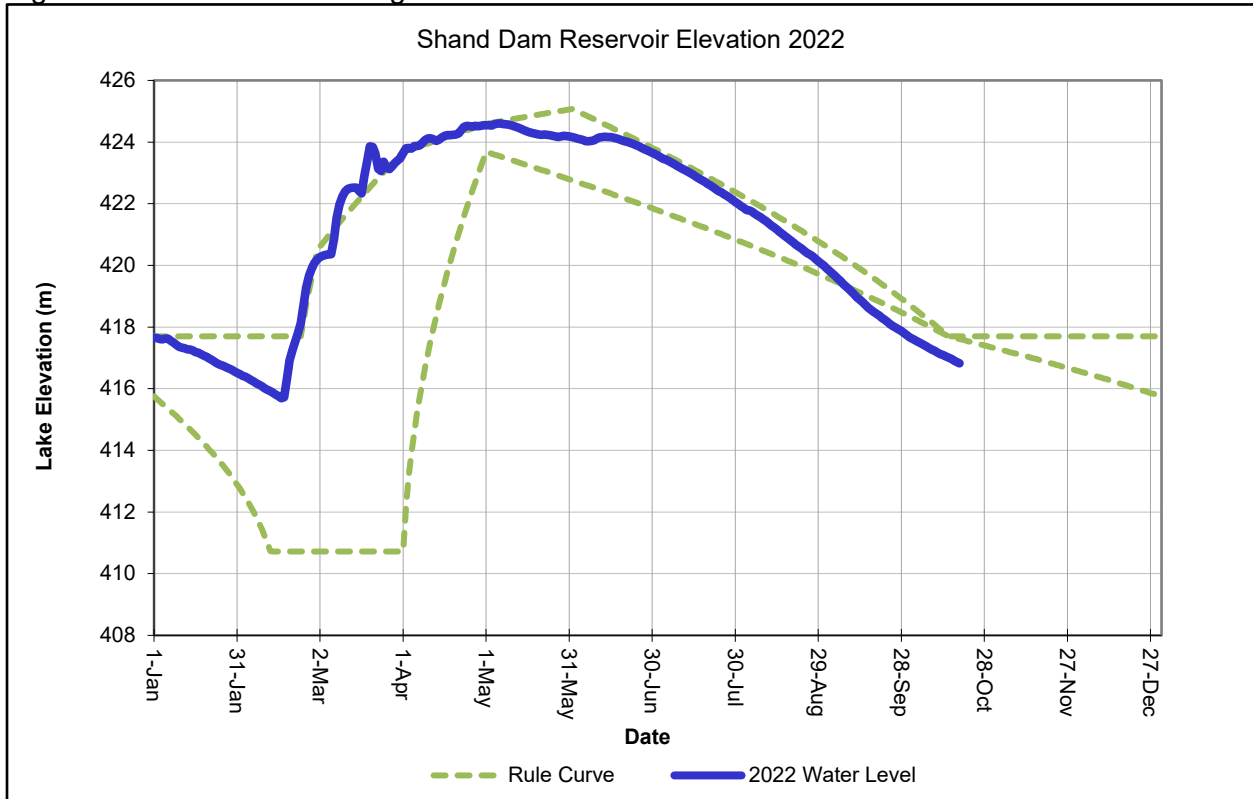


Figure 5: Guelph and Luther Reservoir Elevation Charts for 2022

