



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

**PUBLIC**

Friday, February 23, 2018

9:30 a.m.

Auditorium

Grand River Conservation Authority

400 Clyde Road, Box 729

Cambridge, ON N1R 5W6

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**Pages**

1. **Call to Order**
2. **Roll Call and Certification of Quorum – 13 Members constitute a quorum (1/2 of Members appointed by participating Municipalities)**
3. **Chair's Remarks**
4. **Review of Agenda**  

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

THAT the minutes of the General Membership Meeting of January 26, 2018, be approved as circulated.
7. **Business Arising from Previous Minutes**
8. **Hearing of Delegations**
9. **Presentations**
10. **Correspondence**

THAT Correspondence from Marlene Hart regarding the Niska Lands, and from the Townships of Melancthon, Mapleton, and Grand Valley regarding the 2018 GRCA Levy apportionments, and from the Township of Amaranth regarding regulated lands and fill issues, be received as information.

a.	Marlene Hart - Niska Lands	15
b.	Township of Melancthon - 2018 GRCA Budget	16
c.	Township of Mapleton - 2018 GRCA Budget	17
d.	Town of Grand Valley - 2018 GRCA Budget	18
e.	Township of Amaranth - Regulated Lands/Fill Issues	19
<b>11.</b>	<b>1st and 2nd Reading of By-Laws</b>	
<b>12.</b>	<b>Reports:</b>	
a.	GM-02-18-09 - Protecting Water for Future Generations: Growing the Greenbelt in the Outer Ring	21
	<p>THAT the Grand River Conservation Authority recommends to the Ministry of Municipal Affairs that:</p> <ol style="list-style-type: none"> <li>1. The municipal Water Resource System mapping referenced in the Provincial Growth Plan and the <i>Watershed Planning in Ontario</i> guidance document be finalized prior to consideration of an expansion of the Greenbelt Plan in the Grand River watershed.</li> <li>2. The Greenbelt expansion (as proposed) include provisions that allow for any official plan policies which offer more protection to Natural Heritage and Water Resource Systems to supersede any less restrictive policies of the Greenbelt Plan.</li> <li>3. The Ministry provide assistance to municipalities to identify Water Resource Systems using the best available technical information, prior to refining the expansion area.</li> </ol> <p>AND THAT this report be forwarded to the Ministry of Municipal Affairs through Environmental Registry Posting #013-1661.</p>	
b.	GM-02-18-12 - Grand River Notification Agreement Renewal	32
	<p>THAT the Chair of the Grand River Conservation Authority be authorized to sign the Grand River Notification Agreement Renewal.</p>	
c.	GM-02-18-10 - Provincial Offences Officer Designation	54
	<p>THAT the Grand River Conservation Authority designate Kaitlyn Rosebrugh as a Provincial Offences Officer.</p>	
d.	GM-02-18-13 - Environmental Assessments	55
	<p>THAT Report Number GM-02-18-13 - Environmental Assessments be received</p>	

as information.

- e. GM-02-18-19 - Grand River Watershed Flood Warning System 58  
THAT Report GM-02-18-19 - Grand River Watershed Flood Warning System be received as information.
- f. GM-02-18-24 - Communication of GRCA Flood Warning Messages 63  
THAT Report Number GM-02-18-24 – Communication of Flood Warning Messages be received as information.
- g. GM-02-18-20 - Current Watershed Conditions 68  
That Report Number GM-02-18-20 – Current Watershed Conditions as of February 14, 2018 be received as information.
- h. GM-02-18-25 - HEC-HMS Hydrology Modeling Software Contract 76  
THAT the Grand River Conservation Authority enter into a contract U.S. Army Corps of Engineers -- Institute for Water Resources -- Hydrologic Engineering Center to complete enhancements to the US Army Corps HEC-HMS hydrology modeling software in the amount of \$66,000 USD.
- i. GM-02-18-21 - Playground Equipment Restoration 79  
THAT Grand River Conservation Authority award the contract for the supply and installation of playground equipment for two sites at Guelph Lake Conservation Area and one site at Byng Island Conservation Area to Henderson Recreation Equipment Limited of Simcoe, Ontario in the amount of \$119,674.99 excluding HST.
- j. GM-02-18-22 - Afforestation Services for Spring 2018 83  
THAT Grand River Conservation Authority award contracts for afforestation services to Bartram Woodlands Ltd in the amount of \$10,485.50, Black River Tree Planting in the amount of \$75,660.00, and Quiet Nature Ltd in the amount of \$35,224.00 (excluding taxes).
- k. GM-02-18-11 - Cash and Investment Status 86  
THAT Report Number GM-02-18-11 - Cash and Investment Status – January 2018 be received as information.
- l. GM-02-18-18 - Financial Summary 88  
THAT the Financial Summary for the period ending January 31, 2018 be approved.
- m. GM-02-18-15 - Weighted Voting 2018 91

THAT Report number GM-02-18-15 - Weighted Voting – 2018 Budget and General Levy be received as information.

- n. GM-02-18-17 - 2018 Budget - Final 96

See Annual General Meeting agenda item 14d.

**13. Committee of the Whole**

**14. General Business**

- a. Report of the Audit Committee 148

THAT the Report of the Audit Committee of the Grand River Conservation Authority be received, approved and attached to the Minutes of this meeting.

- b. Approval of Financial Statements and Report of the Auditor 151

THAT the Financial Statements of Grand River Conservation Authority as at December 31, 2017, and the Report of the Auditors thereon be received, approved and placed on file;

AND THAT copies be made available to all member municipalities, Grand River Conservation Authority Members and the Ontario Ministry of Natural Resources and Forestry.

- c. Appointment of Auditors

THAT KPMG Chartered Professional Accountants are appointed as Grand River Conservation Authority Auditors for the year ending December 31, 2018 at a fee not to exceed \$ 36,400.00.

- d. Presentation of Budget for the Current Year

THAT the 2018 Budget of Grand River Conservation Authority of \$34,347,987 be approved;

AND THAT the member municipalities be assessed for payment of:

Matching Levy: \$871,073

Non-Matching Levy: \$9,430,927

Capital Levy: \$1,050,000

Total General Levy: \$11,352,000

AND THAT each member municipality's share of the 2018 General Levy be calculated using "Modified Current Value Assessment".

e. Provision for Borrowing (Pending Receipt of Municipal Levies)

WHEREAS it may be necessary for Grand River Conservation Authority (hereinafter called the "Authority") to borrow money, on an interim basis, to meet the Authority's financial obligations while awaiting payment of levies by participating municipalities designated as such under The Conservation Authorities Act, RSO 1990 (hereinafter called "Participating Municipalities");

THEREFORE BE IT RESOLVED:

THAT the Authority be authorized to borrow, on an interim basis, a sum or sums not exceeding in the aggregate One Million Dollars (\$1,000,000) from the Authority's bank at the said bank's minimum lending rate established from time to time, until the Authority has received payment of levies from Participating Municipalities;

AND THAT the Chair or Vice-Chair together with the Chief Administrative Officer or Secretary-Treasurer of the Authority be and they are hereby authorized to execute for and on behalf of the Authority, a promissory note or notes for the sum to be borrowed pursuant to this Resolution and to affix thereto the corporate seal of the Authority;

AND THAT the amount borrowed pursuant to this Resolution, together with interest thereon, be a charge upon the whole of the money received or to be received by the Authority by way of levies collected from Participating Municipalities when such moneys are received;

AND THAT the Chair or Vice-Chair or the Chief Administrative Officer or Secretary-Treasurer of the Authority be and is hereby authorized and directed to apply, in payment of the moneys borrowed pursuant to this Resolution together with interest thereon, all of the moneys received by the Authority by way of levies collected from Participating Municipalities.

**15. Appointments to Committees**

a. Appointment of Audit Committee

THAT the following Members be appointed to the Audit Committee until the next Annual General Meeting:

b. Appointment of Special Recognition Committee

THAT the following Members be appointed to the Special Recognition Committee until the next Annual General Meeting:

c. Appointment of Conservation Ontario Council Representatives

THAT the Chair and the Chief Administrative Officer be appointed as Members of Conservation Ontario Council;

AND THAT the Deputy Chief Administrative Officer and Secretary Treasurer be appointed as an Alternate Member of Conservation Ontario Council.

16. **3rd Reading of By-Laws**

17. **Other Business**

18. **Closed Meeting**

THAT the Members enter into a Closed Meeting to discuss an ongoing legal matter.

a. Minutes of the previous closed session

b. Report - Litigation

19. **Next Meetings**

20. **Adjourn**

**Regrets only to:**

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

THAT the General Membership Meeting be adjourned.

**From:** [Samantha Lawson](#)  
**To:** [Eowyn Spencer](#)  
**Subject:** Fwd: Retention of Niska Lands as Greenspace  
**Date:** Tuesday, February 13, 2018 8:42:10 AM

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**From:** Marlene Hart  
**Sent:** Monday, February 12, 2018 10:00 PM  
**To:** Grand River Conservation Authority; Helen Jowett  
**Cc:** [mayor@guelph.ca](mailto:mayor@guelph.ca); [NDesRosiers.mpp.co@liberal.ola.org](mailto:NDesRosiers.mpp.co@liberal.ola.org)  
**Subject:** Retention of Niska Lands as Greenspace

Good Day:

I was encouraged on seeing the article in the Guelph Mercury Tribune on Feb. 6th re: Niska lands.

However I want to make clear that in my opinion, these lands should NOT be sold at all. We are losing green space at an alarming rate in Guelph, and this historic conservation land should be protected. With more and more growth in the city, we need existing green space, not less of it, to provide access to nature - so vital to our health and well-being both now and for future generations.

They should be kept as one of the very few green spaces left in the City of Guelph for people to enjoy and get away from the stresses of modern life. It has been proven scientifically that time spent in green space is restorative for people of all ages.

It is very unfortunate that In Official Plan Amendment # 48 the City of Guelph has already re-designated 8 hectares (19 acres) of the Hanlon Creek Conservation Area for housing. This land was purchased by the GRCA at the request of the City, using City funds, to be a permanent part of the City's Open Space, Conservation-Zoned, parkland.

At the very least, there should be a public consultation process put in place.

Your name is Grand River Conservation Authority.  
I ask that you live up to the name and CONSERVE the valuable Hanlon Creek Conservation Area

Thank you

Marlene Hart  
18 Foxwood Crescent  
Guelph ON

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This email has been checked for viruses by Avast antivirus software.  
[www.avast.com](http://www.avast.com)

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**From:** Denise Holmes  
**To:** [Eowyn Spencer](#)  
**Subject:** RE: NOTICE - Budget & Levy 2018 Grand River Conservation Authority  
**Date:** Monday, February 5, 2018 4:05:54 PM

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Good afternoon,

At the meeting of Council held on February 1<sup>st</sup>, 2018, Council passed the following motion:

*Moved by Hannon, Seconded by Besley*

**Be it resolved that:** “the Council of the Township of Melancthon approves the GRCA 2018 Budget as presented with Melancthon’s total levy being \$18,160.00” **Carried.**

Thank you.

**Regards,**

*Denise Holmes*

**Denise B. Holmes, AMCT**  
**CAO/Clerk, Township of Melancthon**  
**519-925-5525 Ext. 101**

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February 14, 2018

*BY EMAIL ONLY*

Grand River Conservation Authority  
400 Clyde Road  
PO Box 729  
Cambridge ON N1R 5W6

Pat Salter  
GRCA Representative from Mapleton

**RE: 2018 BUDGET AND LEVY MEETING**

At the Township of Mapleton Council Meeting held on February 13, 2018, the following resolution was carried:

THAT GRCA correspondence dated January 22, 2018 regarding 2018 Grand River Conservation Authority Budget and Levy Meeting be received for information;  
AND FURTHER THAT Mapleton Council hereby supports the proposed 2018 budget and levy for the Grand River Conservation Authority.

Should you have any questions, please don't hesitate to contact this office.

Regards,

Barb Schellenberger  
Deputy Clerk

**From:** [Karen Armstrong](#)  
**To:** [Eowyn Spencer](#); [Joe Farwell](#)  
**Subject:** Fwd: levy apportionment - Town of Grand Valley  
**Date:** Thursday, February 15, 2018 12:43:58 PM

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**From:** "Meghan Townsend" <[mtownsend@townofgrandvalley.ca](mailto:mtownsend@townofgrandvalley.ca)>  
**Date:** February 15, 2018 at 10:54:25 AM EST  
**To:** <[karmstrong@grandriver.ca](mailto:karmstrong@grandriver.ca)>  
**Cc:** "'Jane Wilson'" <[jwilson@townofgrandvalley.ca](mailto:jwilson@townofgrandvalley.ca)>  
**Subject:** **levy apportionment - Town of Grand Valley**

Hi Karen,

At the February 13, 2018 meeting of Council for the Town of Grand Valley, the following motion was passed:

**#2018-02-25**

Moved By: P Rentsch

Seconded By: R Taylor

***BE IT RESOLVED THAT*** Council accepts to 2018 GRCA Budget as presented, with the Town of Grand Valley's portion being \$26,727.00.

Carried.

I trust this is self-explanatory, but if you have any questions, please contact our office at your convenience.

Thank you,

Meghan Townsend, MPS BSc | Deputy Clerk

Town of Grand Valley | 5 Main Street North, Grand Valley, ON L9W 5S6

Tel: (519) 928-5652 | Fax: (519) 928-2275 | [mtownsend@townofgrandvalley.ca](mailto:mtownsend@townofgrandvalley.ca)

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**From:** [Joe Farwell](#)  
**To:** [Eowyn Spencer](#)  
**Cc:** [Fred Natolochny](#); [Nathan Garland](#); [Guy Gardhouse](#); [Karen Canivet](#); [Christine Gervais](#); [Susan Stone](#); [Karen Armstrong](#)  
**Subject:** RE: Regulated Lands/Fill Issues  
**Date:** Friday, February 9, 2018 11:00:00 AM

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**From:** Susan Stone [<mailto:suestone@amaranth-eastgary.ca>]  
**Sent:** Tuesday, February 06, 2018 6:29 PM  
**To:** Joe Farwell  
**Cc:** Fred Natolochny; Nathan Garland; Guy Gardhouse; Karen Canivet; Christine Gervais  
**Subject:** Regulated Lands/Fill Issues

Hi Joe

Amaranth Council has requested that I contact you regarding their concerns regarding fill issues that have been occurring in the Township, of which you and GRCA staff are well aware. As the Conservation Act has been amended, and changes are coming regarding enforcement, stop work orders, and municipal authority over regulated lands in addition to the CA's authority, Council are requesting the following:

1. That GRCA staff be properly trained in advance of the regulations being enacted with respect to enforcement and stop work orders, which CA's will now have ability to impose.
2. That once the CA regulations are passed and in effect, GRCA move forward with the necessary amendments to their own Act to allow enforcement to proceed without delay.
3. That there be co-operation between the GRCA and the Township with respect to issuance of permits/approvals related to fill importation and/or peat extraction, and that a process/protocol be developed whereby the CA will consult with the Township on matters that involve issuance of permits, prior to the GRCA Board issuing the permit.
4. That GRCA apply conditions to the permit as requested by the Township, including but not limited to the number of loads, soil testing before and after filling has occurred, timing of the hauling, haul routes, and hours of operation.
5. That GRCA consider utilizing the higher courts for enforcement matters, as opposed to the POA courts, which generally do not provide satisfactory rulings on such matters, and may only impose minimal fines, if any at all. Fill operations are very financially lucrative, and "slap on the wrist" decisions are just considered the cost of doing business by some haulers/property owners. The Township have found court injunctions the most effective way of dealing with enforcement matters, and have been successful in recovering all or some of the costs involved with proceeding in this manner.
6. The GRCA and Township need to determine if there should be two processes in place – the GRCA's process and the Township's process,

similar to the way Planning matters are dealt with. When there is a planning application at the Township level, GRCA is consulted, and their recommendations and/or requirements are incorporated into Township decisions. However, if GRCA are not willing or unable to incorporate Township recommendations and/or requirements into their permits, and it becomes necessary that the Township have their own separate approval process in addition to the GRCA process, it needs to be determined whose process takes precedence. For instance, should the Township approve a Site Alteration/Fill application, but limit it to a shorter period of time than what the GRCA permit allows, we need to know which approval prevails.

Please ensure that this email is placed on your next Board meeting agenda, scheduled for February 23, 2018. It might be prudent for the GRCA staff and Township staff to meet to develop a satisfactory process/protocol, either before or after the Board meeting, and we would be happy to do that.

Council looks forward to the Board's response on these matters, and to working co-operatively with GRCA.

*Susan M. Stone, A.M.C.T.*  
*CAO/Clerk-Treasurer*  
*Township of Amaranth*  
*Township of East Garafraxa*  
[suestone@amaranth-eastgary.ca](mailto:suestone@amaranth-eastgary.ca)  
519-941-1007 ext. 227

# Grand River Conservation Authority

**Report number:** GM-02-18-09

**Date:** February 23, 2018

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

**Subject:** Protecting Water for Future Generations: Growing the Greenbelt in the Outer Ring

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## **Recommendation:**

THAT the Grand River Conservation Authority recommends to the Ministry of Municipal Affairs that:

1. The municipal Water Resource System mapping referenced in the Provincial Growth Plan and the *Watershed Planning in Ontario* guidance document be finalized prior to consideration of an expansion of the Greenbelt Plan in the Grand River watershed.
2. The Greenbelt expansion (as proposed) include provisions that allow for any official plan policies which offer more protection to Natural Heritage and Water Resource Systems to supersede any less restrictive policies of the Greenbelt Plan.
3. The Ministry provide assistance to municipalities to identify Water Resource Systems using the best available technical information, prior to refining the expansion area.

AND THAT this report be forwarded to the Ministry of Municipal Affairs through Environmental Registry Posting #013-1661.

## **Summary:**

The Government of Ontario is seeking feedback on a proposal '*Protecting Water for Future Generations: Growing the Greenbelt in the Outer Ring*' to expand the existing Greenbelt to areas of the outer ring of the Greater Golden Horseshoe. The purpose of the expansion is to protect water resources in areas that they have identified as under threat from population growth and development pressures. The Study Area consists of moraines, coldwater streams and wetlands and covers a large portion of the Grand River watershed; mostly within the Region of Waterloo, City of Brantford, City of Guelph, Brant County, Wellington County and Dufferin County (Appendix 1).

This report summarizes the proposed Greenbelt expansion in the outer ring of the Greater Golden Horseshoe. Grand River Conservation Authority's (GRCA) Board report and comments (Appendix 2) will be submitted to the province through the Environmental Registry.

## **Report:**

The Greenbelt Plan was originally approved in 2005 and it was recently updated in 2017. It applies to areas mostly outside of the Grand River watershed. It provides policy direction on the protection of agricultural and natural resource systems from the demands of population growth in a portion of the Greater Golden Horseshoe (GGH). In 2017, there were also substantial amendments to the Growth Plan for the GGH. The Growth Plan applies to most of the municipalities in the Grand River watershed (except the Counties of: Perth, Oxford, Norfolk and Grey).

The province has proposed to expand the Greenbelt to the outer ring of the GGH. The intent of the proposed expansion is to modify or potentially expand the existing protections offered in the Growth Plan to protect Water Resource Systems that they have identified as most under threat from growth pressures. Once input through the Environmental Registry is provided on the study area outlined in the document '*Protecting Water for Future Generations: Growing the Greenbelt in the Outer Ring*', the province has committed to further consultation with the public, municipalities, conservation authorities and other stakeholders on any changes to the boundaries of the existing Greenbelt and the Greenbelt Plan.

In 2017, many of the protective policies of the Greenbelt Plan for natural heritage, water resources and agriculture were placed into the Growth Plan. With the inclusion of these additional policies and the need to complete the mapping for the Water Resource Systems, it is recommended that the province consider deferral of the Greenbelt expansion until the Growth Plan policies and mapping have been incorporated into municipal Official Plans. This will allow for further analysis of any potential policy and mapping gaps that may be necessary to further protect water resources in the study area. At that time, alternatives to address any gaps could be addressed by the province through amendments to the Growth Plan or an expansion to the Greenbelt Plan.

The province recently released a guidance document on the Environmental Registry (Posting #013-1817) entitled *Watershed Planning in Ontario – Guidance for land-use planning authorities*. The document was created to support municipalities in their implementation of the watershed planning policies of the 2017 Growth Plan and Greenbelt Plan. It includes information on how municipalities should go about identifying and mapping the Water Resource System. Municipalities should be provided with a finalized version of the document as soon as possible such that they may proceed with their mapping exercises for the Water Resource System prior to any Greenbelt expansion. The public review and comment period for the posting concludes April 7<sup>th</sup>. GRCA will be providing comments on this posting.

## **Study Area Approach**

### Building Blocks

The Study Area identifies three “building blocks” which together would make up the expanded Greenbelt. It includes moraines, wetlands and coldwater streams and the area in and around these features. The province collected information on where these features were concentrated while also looking at growth forecasts and specifically where the strongest growth pressures exist. In mapping the Study Area, the province used a “features and functions” approach that would aim to protect not just the features, but also their role and function within the watershed. The study area mapping identifies broad areas for consideration.

The methodology used to develop the limits of the study area and the various components or maps that make up the study area are not available for review at this time. It is challenging to evaluate the proposed study area in the absence of this information. For example, the document identifies that Ministry of Natural Resources and Forestry wetland mapping has been used in this study and the province developed a methodology to define ‘concentrated areas’. The methodology to define ‘concentrated areas’ has not been provided. Within the central and northern portion of the Grand River watershed, GRCA has identified many wetlands that are not in the provincial mapping. There is a difference of approximately 5,251 hectares of wetland. Similarly, the consultation document indicates that the moraine mapping was derived from various sources such as Ontario Geological Survey and a new digital elevation model. There are a number of sources of data related to mapping moraines and it would be beneficial to review the information the province has

consolidated with other available technical information to ensure that the most current data set for the watershed is utilised.

### Urban River Valley designation

The Study Area also includes an Urban River Valley (URV) designation on the Grand River and its major tributaries: the Nith, Speed, Eramosa and Conestogo Rivers. The policies in the Greenbelt plan for Urban River Valleys speak to the protection of river valleys on publicly owned lands. The main goal of this designation is to protect river valleys in urban areas and connect the Greenbelt to the Great Lakes while providing for ecological connectivity and recreational, cultural and tourism protection.

Section 6.2 of the Greenbelt Plan states that publicly owned lands include conservation authority owned lands and the URV policies would then apply to these lands when a designation is made. The Public Lands Act does not include conservation authority owned lands. Therefore, GRCA lands along the rivers noted above should not be included within the URV designation. GRCA already carries out most of the actions suggested through the URV policies such as undertaking watershed planning, ecological restoration, fish habitat improvements and park and trail initiatives. Some of these lands are not appropriate for access by the public due to sensitive environmental features or hazards.

In addition, it is important to note that river valleys are also subject to a number of municipal and conservation authority policies and regulations which already protect them. For example, Ontario Regulation 150/06 (Development Interference with Wetlands and Alterations to Shorelines and Watercourses regulation) and the Provincial Policy Statement both offer protective instruments. In some areas, municipal official plan policies for valleylands and associated natural heritage systems are also in place.

### **Greenbelt Expansion**

The main policy differences between the Growth Plan and Greenbelt Plan with respect to water resources and natural heritage are outlined in Appendix 3. The Growth Plan requires that water functions are protected from large scale development (e.g. subdivisions, condominiums and site plans), but the Greenbelt Plan requires that these functions are protected using different criteria for development proposals (e.g. buildings with a footprint of more than 500m<sup>2</sup>, four or more new lots and major recreational uses). Another key difference in the two Plans is how they deal with settlement area expansions. The Growth Plan notes that settlement area expansions should avoid moving into the Natural Heritage System, whereas the Greenbelt Plan prohibits it. In addition, under the Greenbelt Plan, settlement areas outside of the Greenbelt are not permitted to expand into the Greenbelt.

Many of the policies included in the Greenbelt Plan are similar in the level of protection offered by the Growth Plan and some watershed municipalities in their official plans. In some cases, the Greenbelt Plan policies may be less restrictive. Many of the actions required under the Greenbelt Plan are already being implemented by local watershed municipalities (e.g. natural heritage systems studies, subwatershed planning and master plans for storm water, water and wastewater).

GRCA has concerns that the Greenbelt Plan's policies supersede policies in local municipal official plans and that there could be potential for a reduction in the protection to some sensitive features. If the Greenbelt expansion proceeds, GRCA recommends that the more protective policies for natural heritage and Water Resource Systems – whether in the Greenbelt Plan or in municipal official plans – should apply. For example, the Region of Waterloo's Official Plan (ROP) policies currently require cumulative impact assessments for new/expanded aggregate extraction. This is a key issue in some subwatersheds covered by the Study Area (e.g. lower Conestogo, upper Canagagigue, middle and upper middle Grand River, Eramosa and upper Speed Rivers). The ROP also prohibits mineral

aggregate extraction in Environmentally Sensitive Policy Areas. The Greenbelt plan does not include similar protective policies.

The Water Resource System identification or mapping required under the Growth Plan has yet to be completed by municipalities. This mapping would include key hydrologic areas such as significant groundwater recharge areas, vulnerable aquifers and key hydrologic features such as wetland and streams. The draft *Watershed Planning in Ontario* guidance document outlines the expectation that municipalities, together with conservation authorities would follow the guide to map these areas. As noted above, this document has yet to go through the full Environmental Registry process. A final version of the guide incorporating municipal, public, conservation authority and other stakeholder comments should be finalized in order to provide a clear understanding of how Water Resource Systems should be identified. If the province has gathered or created new information related to the protection of water resources through the proposed expansion of the Greenbelt, it would be beneficial to include the individual components or data sets of the provincial information in the review of the Growth Plan Water Resource Systems mapping.

At this point in time, municipalities have yet to undergo comprehensive reviews of their official plans to bring them into conformity with the newly amended Growth Plan. These reviews would include land needs assessments which would provide valuable details and information on where growth pressures on water resources exist.

Should the province choose to move forward with growing the Greenbelt as illustrated on the Study Area map, GRCA recommends that the best available technical information and data is used to determine areas for expansion. In some cases, this may include information collected at a local/watershed scale by municipalities and conservation authorities. Examples might include source water protection mapping for significant groundwater recharge areas, GRCA wetland and watercourse mapping and subwatershed study information.

GRCA would be pleased to work with the municipalities and province to provide technical expertise and any data or information that may assist in the implementation of the Growth Plan requirements and review of changes to the boundaries of the Greenbelt Plan.

**Financial implications:**

Not applicable.

**Other department considerations:**

Several GRCA program areas provided input on this report including: Resource Planning, Natural Heritage and the Engineering Division.

**Prepared by:**

Melissa Larion  
Policy Planner

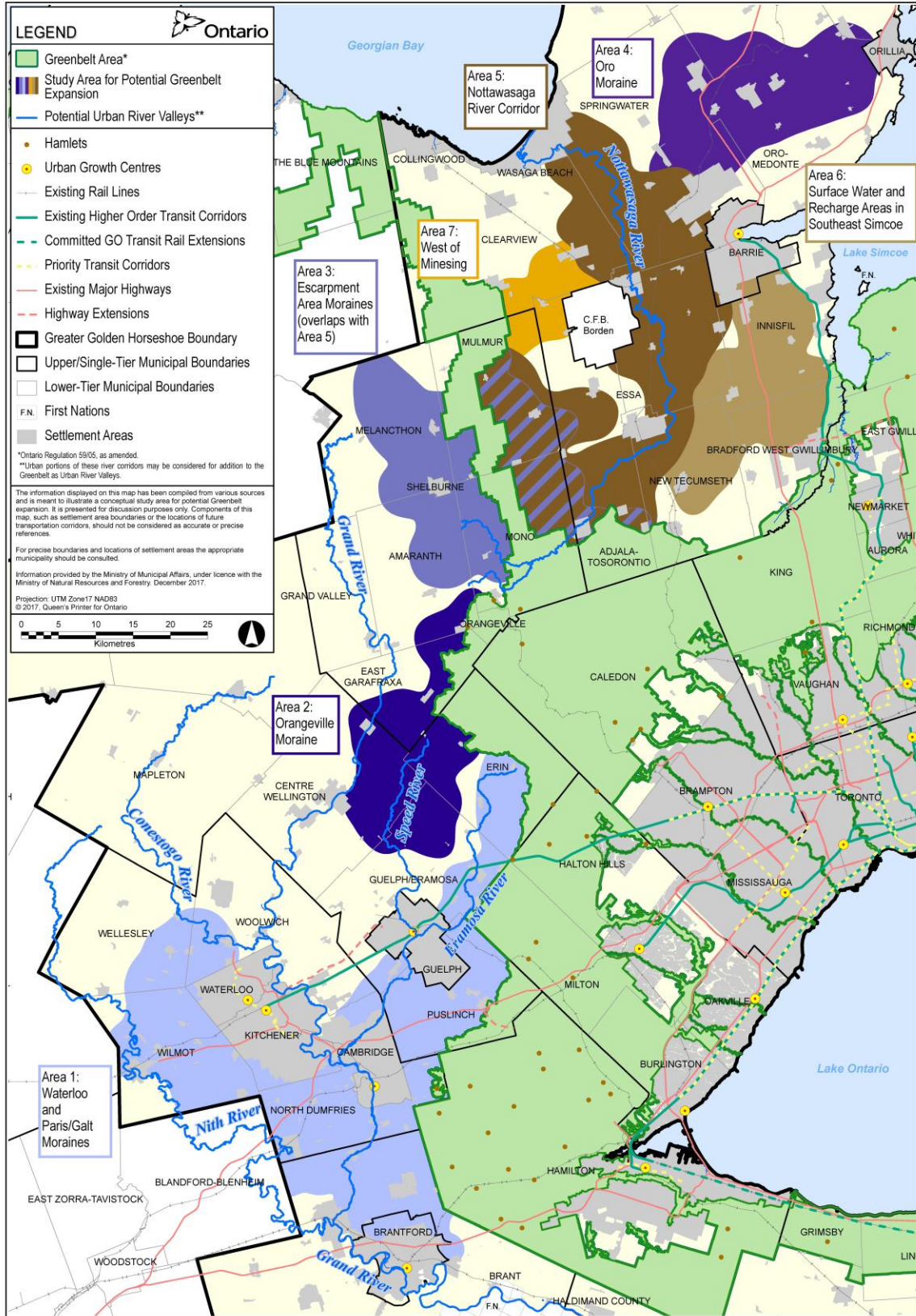
**Approved by:**

Joe Farwell  
Chief Administrative Officer

Nancy Davy  
Director of Resource Management



# Appendix 1 – Proposed Greenbelt Expansion Study Area – Protecting Water for Future Generations



## **Appendix 2 – GRCA Comments – Protecting Water for Future Generations: Growing the Greenbelt in the Outer Ring**

### Consultation Document Discussion Questions

1. *Are there additional “building blocks” features that should also be considered for addition to the Greenbelt to protect water?*
  - a) Without knowing the methodology used to determine the study area, it is difficult to assess whether there should be additional building blocks added. However, one factor to consider with watercourses is assimilative capacity. Watercourse reaches with known assimilative capacity constraints could be considered for inclusion in the Study Area.
  - b) We note that there may be some highly vulnerable aquifers that are not coincident with moraine features and therefore, underrepresented (such as bedrock aquifers that are vulnerable due to fractures or karst features).
  - c) Hummocky topography which provides focused recharge through closed depressions could also be considered.
2. *Are there additional data sets or types of analysis that should be considered?*
  - a) Further information should be provided on the GIS algorithm used to develop the Greenbelt Study Area. The consultation document notes that the analysis focused on catchment areas with high wetland density. This analysis is not reproducible without knowing what the catchment sizes were and the density threshold that was utilized.
  - b) In the absence of a clearly outlined methodology, it is difficult to assess what other data sets might be of assistance or what additional analysis should occur. We note that some conservation authorities or municipalities may have local mapping of moraines, coldwater streams and wetlands that are more up-to-date or accurate than the sources noted in the consultation document. Examples include GRCA’s wetland and watercourse mapping, sourcewater protection mapping and subwatershed studies. A cursory review of GRCA’s wetland mapping compared to the mapping used for the Greenbelt Expansion Study Area indicates that approximately 5,251 hectares of the wetlands mapped by GRCA are not mapped by Ministry of Natural Resources and Forestry. Based on this, some concentrated areas of wetlands may have been missed.
  - c) The updated three-dimensional overburden geology which the Ontario Geological Survey (OGS) has published could be consulted. The OGS geological mapping covers much of Waterloo Region, the Whiteman’s Creek Subwatershed and the Orangeville Moraine. These mapping products provide information which may further refine surficial geological materials and moraine locations as shown in the figure ‘Moraines and Other Sand and Gravel’ in Appendix 1 of the consultation document.
  - d) There should be further refinement of the watershed-based Source Protection Planning Tier II work centered on thresholds that are relevant to the watershed. This would provide for a more detailed analysis of which areas may be appropriate to include in the Water Resource System mapping or Greenbelt Study Area mapping.
3. *Of the seven areas, are there some that are more or less important?*

The Paris-Galt, Waterloo, Orangeville and Escarpment Area Moraines are all located within the Grand River watershed. There are fundamental differences between these systems as they were

deposited in different glacial environments. As such, their composition varies and may therefore function differently hydrologically.

- a) Area 1 - As noted in the consultation document, the Waterloo Moraine is a significant source of drinking water. The majority of the Region of Waterloo's drinking water comes from groundwater sourced from the moraine. It also provides key recharge areas for coldwater streams. The Paris-Galt Moraine provides an important recharge function. It is a key headwater area to coldwater creeks in the Fairchild Creek subwatershed. It may also provide a recharge function to the Exceptional Waters reach of the Grand River between Cambridge and Paris.
  - b) Area 2 - The Orangeville Moraine provides a similar ecological function as a source of recharge. The moraine also provides the headwaters for two streams - Monora and Mill - which support cold water fisheries. The Moraine also supplies recharge to the municipal groundwater supply wells in the Town of Orangeville.
  - c) Area 3 - The Escarpment Area Moraines are located in the headwater area of the Grand River and therefore impact the surface water resources and ecological function of the overall system downstream.
4. *Are there areas beyond the study area that you think should be considered for potential Greenbelt expansion?*
- a) This should be determined once the Water Resource System mapping is finalized and official plan conformity exercises are completed. At that time, information will be available to determine where there may be gaps in the policy framework or mapping that could be considered through an update to the Growth Plan policies or through an expansion of the Greenbelt Plan.
5. *Should the province consider adding rivers that flow through urban areas as Urban River Valleys in the Greenbelt?*
- a) Urban river valley systems are protected by a variety of policy and legislative mechanisms such as official plan policies (e.g. significant valleyland policies, open space policies) and the Conservation Authorities Act (e.g. erosion hazard policies, floodplain and watercourse policies).
  - b) Conservation Authority lands are not identified in the Public Lands Act. As such, should the expansion move forward, the Greenbelt Plan's policies for the Urban River Valley designation should not apply to GRCA owned lands. Some of these lands are environmentally sensitive and contain hazards and access by the public would not be appropriate.
6. *With the range of settlement areas in the GGH, how should the province balance accommodating future urban growth with protecting water resources?*
- a) Based on the current policy framework, development should not have an impact on hydrologic features and areas and their function. The Growth Plan requires several studies be completed prior to expansion of urban boundaries. For example, the Plan requires watershed planning, water, waste water, and storm water planning, implementation of subwatershed planning and other technical studies aimed to ensure that the quality and quantity of water resources remain the same.

- b) The 2017 Growth Plan, along with the Provincial Policy Statement contains policy requirements designed to ensure a fair balance between growth and the protection of Water Resource Systems.
7. *What are other key considerations for drawing a potential Greenbelt boundary around settlement areas?*
    - a) A key consideration should be whether the Greenbelt Plan policies afford more protection to Water Resource Systems than existing Official Plan policies.
  8. *How should the province determine which settlement areas become Towns/Villages or Hamlets, if included in a potential Greenbelt?*
    - a) Municipal comprehensive reviews undertaken to ensure conformity with the Growth Plan would assist in determining which settlement areas become Town/Villages and Hamlets.
  9. *Once the Agricultural System and Natural Heritage System under the Growth Plan are finalized, how should they be considered as part of potential Greenbelt expansion?*
    - a) Given that the criteria used to develop the mapping for these systems was based on those used for the existing Greenbelt, these systems should be substantially protected through the applicable Growth Plan policies. The mapping for these systems, however, should be further refined where possible as more comprehensive information becomes available (e.g. subwatershed plans, environmental assessments, municipal natural heritage studies and plans, etc.) to ensure accuracy and appropriate application of the Growth Plan policies.
  10. *How should other provincial priorities or initiatives, such as mineral aggregates and infrastructure, be reflected in potential Greenbelt expansion?*

Policies that permit mineral aggregate extraction and infrastructure are already in place in the approved Growth Plan, Greenbelt Plan and Provincial Policy Statement. Areas planned for infrastructure or mineral aggregate extraction should, therefore, have no bearing on the mapping of any Greenbelt expansion since the policies are in place to guide these activities.

11. *What other priorities or initiatives do you think the province should consider?*
  - a) The province should finalize the *Watershed Planning in Ontario* guidance manual (draft January 2018) and provide assistance to municipalities in the implementation of the Growth Plan's required Water Resource System mapping. This could include providing the technical information and data sets used to define the study areas in the consultation document. The province should allow time for municipalities to undergo their conformity exercises to assess the impacts of the recent Growth Plan amendments.
12. *Do you wish to provide any additional comments?*

Grand River Conservation Authority - Additional Comments

1. Page 14 of the consultation document states that the Waterloo Moraine provides baseflow to the Nith River, Grand River and Whiteman's Creek. The Moraine is connected to the Nith River and the Grand River, but not Whiteman's Creek. The creek is more connected to the sand plains southwest of the Paris-Galt Moraine.
2. It is unclear why the Agricultural System and Natural Heritage System were not included as part of the Greenbelt Expansion Study Area.

3. The Study Area map is cut off in Haldimand County. Would the Urban River Valley designation for the Grand River apply in areas such as Caledonia, Cayuga or Dunnville?
4. The GRCA recommends that the more protective policies for natural heritage and Water Resource Systems – whether in the Greenbelt Plan or in municipal official plans – should apply. For example, the Region of Waterloo’s Official Plan policies currently require cumulative impact assessments for new/expanded aggregate extraction. This is a key issue in some subwatersheds covered by the Study Area (e.g. lower Conestogo, upper Canagagigue, middle and upper middle Grand River, Eramosa and upper Speed Rivers). In addition, extraction is not permitted in Environmentally Sensitive Policy Areas. The Greenbelt plan does not include similar protective policies.

### Appendix 3 – Policy Comparison – Growth Plan and Greenbelt Plan

Feature/Topic	Growth Plan	Greenbelt Plan
General	Policies focused on directing growth such as where and how to grow including protection for natural heritage, water resource and agricultural systems.	Policies focused on protecting agriculture, natural heritage, open space and rural lands from impacts of growth
	Watershed planning/subwatershed planning is now required to inform decisions on growth and development	
Water Resources	A Water Resource System includes: <ol style="list-style-type: none"> <li>1. Key hydrologic features (streams, inland lakes, seepage areas, springs, wetlands)</li> <li>2. Key hydrologic areas (significant groundwater recharge areas, highly vulnerable aquifers and significant surface water contribution areas)</li> </ol> Municipalities will undertake watershed planning to identify the Water Resource System	
	Large scale development (i.e. plans of subdivision, condos, site plans) must demonstrate water functions are protected	Major development (footprint larger than 500m <sup>2</sup> , four or more new lots or major recreational use) must demonstrate water functions are protected
Natural Heritage	A Natural Heritage System includes: <ol style="list-style-type: none"> <li>1. Key natural heritage features (habitat of endangered species and threatened species, fish habitat, wetlands, life science areas of natural and scientific interest, significant valleylands, significant woodlands, significant wildlife habitat, sand barrens, savannahs, tallgrass prairies and alvars)</li> <li>2. Key hydrologic features (streams, inland lakes, seepage areas, springs and wetlands)</li> <li>3. Key hydrologic areas (significant groundwater recharge areas, highly vulnerable aquifers and significant surface water contribution areas)</li> </ol>	
	Settlement Areas should avoid expansions into key hydrologic areas and the Natural Heritage System where possible	Settlement areas are prohibited from expanding into the Natural Heritage System
External connections/ linkages	The Natural Heritage System definition includes linkages, but no detailed supporting policies	Policies support linkages between prime agricultural areas and connections to external systems beyond the Greenbelt  Policies to support an Urban River Valley designation for major rivers

Feature/Topic	Growth Plan	Greenbelt Plan
Settlement area boundary expansions	<p>Settlement area expansions may be permitted under a municipal comprehensive review if growth cannot be accommodated by intensification and in designated greenfield areas</p> <p>Expansions must align with water and wastewater master plans, stormwater master plans and subwatershed plans</p> <p>Key hydrologic areas and natural heritage systems should be avoided</p>	<p>Settlement areas outside of the Greenbelt are not permitted to expand into the Greenbelt</p> <p>Expansions must maintain the rural and/or existing character of the <i>settlement area</i></p> <p>Only modest expansions of towns and villages are permitted (5% increase in size to a max of 10 ha; only 50% of added lands can be residential)</p> <p>No expansions of Hamlets are permitted</p> <p>Expansions into the Natural Heritage System of Protected Countryside is prohibited</p>
Mineral aggregates	<p>Extraction is permitted in the Natural Heritage and Water Resource Systems , but not in significant wetlands, significant woodlands and habitat of endangered and threatened species</p> <p>Municipalities can establish aggregate policies that are more restrictive than Growth Plan (but still consistent with the Provincial Policy Statement)</p>	<p>Municipalities cannot establish aggregate policies that are more restrictive than the Greenbelt Plan</p> <p>Aggregate operations must set maximum allowable disturbed areas for their licences, maximize rehabilitated areas and minimize disturbed areas throughout operation</p>

# Grand River Conservation Authority

**Report number:** GM-02-18-12

**Date:** February 23, 2018

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

**Subject:** Grand River Notification Agreement Renewal

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## **Recommendation:**

THAT the Chair of the Grand River Conservation Authority be authorized to sign the Grand River Notification Agreement Renewal.

## **Summary:**

The Grand River Notification Agreement (GRNA) is a communication protocol to facilitate the sharing of information regarding projects in the southern part of the Grand River watershed.

The parties to this agreement include: Ontario, County of Brant, City of Brantford, County of Haldimand, Six Nations of the Grand River, Mississaugas of the New Credit and the Grand River Conservation Authority (GRCA).

## **Report:**

On October 3, 1996 a communications protocol entitled "The Grand River Notification Agreement" was signed by First Nations, the municipalities of the lower Grand River watershed, Ontario, Canada, and the GRCA.

The GRNA was renewed in 1998 and 2003. In 2008 the federal government withdrew their participation in this agreement. The other parties continued to operate under a draft 2008 agreement until 2013, when they agreement was renewed. In 2016 the parties to the agreement extended an invitation to the federal government to participate in the GRNA and this invitation was declined. At the annual meeting in June 2017 the parties agreed to proceed with a renewal.

Parties to the agreement include: Ontario, County of Brant, City of Brantford, County of Haldimand, Six Nations of the Grand River, Mississaugas of the New Credit and the Grand River Conservation Authority (GRCA). The provincial ministries that participate in the agreement are: Ministry of Indigenous Relations and Reconciliation (lead ministry), Ministry of the Environment and Climate Change, Ministry of Natural Resources and Forestry, the Ministry of Transportation, Ministry of Infrastructure, Ministry of Municipal Affairs. New to the agreement in 2018 is the Ministry of Tourism, Culture and Sport.

The proposed renewal agreement is attached (Appendices 1-3). The renewal period is for five years from the date of signature by all parties.

The agreement includes articles that indicate the parties remain open to the federal government becoming a signatory to the agreement in the future, and that other provincial ministries may also join the agreement.



The GRNA is not legally binding and does not affect the legal rights or responsibilities of any party. It is not a substitute for the responsibility for direct consultation between any party and the First Nations on projects that may affect treaty rights or land claims.

The agreement provides for circulation of decisions being considered by the parties. The GRCA has provided its "Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation" reports to the First Nations to address the GRCA's commitments pursuant to the agreement. This practice would remain unchanged in the proposed renewal.

The renewal also provides for an annual meeting to review the agreement and to discuss issues arising from the implementation of the agreement.

**Financial implications:**

Not applicable.

**Other department considerations:**

Not applicable.

**Prepared by:**

Nancy Davy  
Director of Resource Management

**Approved by:**

Joe Farwell, P.Eng.  
Chief Administrative Officer

## **Grand River Notification Agreement**

First Executed: October 3, 1996  
First Renewal: October 3, 1998  
Second Renewal: October 3, 2003  
Third Renewal: October 3, 2013  
Fourth Renewal: February 28, 2018

**AGREEMENT**

**EFFECTIVE THE  
28th DAY OF FEBRUARY, 2018**

**AMONG:**

**SIX NATIONS OF THE GRAND RIVER**, as represented by the Elected Band Council ("**Six Nations**"),

**MISSISSAUGAS OF THE CREDIT**, as represented by the Elected Band Council ("**New Credit**"),

**THE CORPORATION OF THE CITY OF BRANTFORD,**

**THE CORPORATION OF THE COUNTY OF BRANT,**

**THE CORPORATION OF HALDIMAND COUNTY,**

**GRAND RIVER CONSERVATION AUTHORITY ("GRCA"), AND**

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO**, as represented by the Minister of Indigenous Relations and Reconciliation ("**Ontario**").

**Recitals**

**Whereas** the above signatories (collectively referred to as "Parties" in the plural and "Party" in the singular ) to the Grand River Notification Agreement ("Agreement") all have authority to make decisions and to enact and administer laws, regulations or by-laws that affect economic development, land use and the environment in the vicinity of the Grand River watershed;

**And whereas** the First Nations and the municipalities are subject to different planning and environmental laws, which has created challenges for them in relation to information sharing and discussions about land use decisions;

**And whereas** the GRCA's structure includes representatives from the municipalities but not from the First Nations, thereby limiting the participation of the First Nations in statutory decision-making by that authority;

**And whereas** all Parties acknowledge that there are outstanding land issues in the Notification Area which are being addressed in other forums, and the Parties wish to work co-operatively to encourage sustainable development on the land subject to this Agreement;

**And whereas** the Parties have agreed to establish a notification protocol to facilitate the sharing

of information and discussions among them on economic development, land use and environmental matters;

**And whereas** this Agreement is without prejudice to any Party's legal rights or obligations and does not create any legal obligations, duties, or rights;

**And whereas** the original version of the Agreement was executed in October of 1996 and was subsequently renewed on October 3, 1998, October 3, 2003, October 3, 2013, and February 28, 2018 for further 5 year terms;

**And whereas** Her Majesty the Queen in right of Canada was a signatory to previous versions of the agreement but is not a Party to this Agreement;

**And whereas** all Parties remain open to Her Majesty the Queen in right of Canada becoming a signatory to this Agreement or future agreements;

**And whereas** the Parties have reviewed this Agreement and have determined that it continues to benefit the Parties and should therefore be renewed for a further five-year term.

**Now therefore** the Parties agree as follows:

### **Definitions**

**1.** For the purposes of this Agreement only:

(a) "Affected Municipality" means the Municipality whose boundaries include, or are closest to, the lands that are the subject of a Notification under this Agreement; and for greater certainty, in the case of a Notification under Section 2(b)(i), includes each Municipality whose boundaries abut a First Nation's Territory;

"First Nations" means Six Nations and New Credit;

"Municipality" means a county, regional municipality, city, town, village or township that is a Party to this Agreement;

"Notification" means written notice given by a Party pursuant to Section 2 of this Agreement;

"Notification Area" means the geographic area identified on the map attached as Schedule "A" to this Agreement; and

"Notifying Ministry" means a provincial ministry or agency listed in Schedule B that provides Notification pursuant to Section 2 (c) of this Agreement.

"Territory" in relation to Six Nations or New Credit, refers to the reserves set apart for the use of Six Nations' members (commonly known as Indian Reserves 40 and 40B) and the reserve set

apart for the use of the Mississaugas of the Credit (commonly known as New Credit Indian Reserve #40A).

- (b) The words "Section" and "Schedule" refer to the applicable section or schedule of this Agreement.
- (c) References to statutes shall be deemed to refer to such statutes and any regulations thereunder, as amended or superseded from time to time.

### **Activities For Which Notification Will Be Given**

- 2. The Parties will provide Notification in the circumstances outlined in Section 2, in accordance with this Agreement, when those circumstances occur in the Notification Area. All of the Notification obligations set out in Section 2 are subject to Section 3(a).

### **Municipal Notification**

- (a) A Municipality will give Notification to the First Nations in the following circumstances:
  - (i) if it is considering adoption of an official plan or an amendment to an official plan within the meaning of the Planning Act (Ontario);
  - (ii) if it is considering passage of a new zoning bylaw within the meaning of the Planning Act (Ontario) or an amendment to an existing zoning bylaw;
  - (iii) if it is considering approval of a plan of subdivision, a condominium plan, or a consent to severance within the meaning of the Planning Act (Ontario) where such severance would result in the creation of a buildable lot;
  - (iv) if it is required to give a notice under the Environmental Assessment Act (Ontario);
  - (v) if it is required to give notice to, or seek permission from, a conservation authority in relation to an issue within the jurisdiction of the authority as set out in the Conservation Authorities Act (Ontario);
  - (vi) if it has acquired or disposed of a fee simple interest, or leasehold interest with a term of twenty one years or more after this Agreement comes into effect;
  - (vii) if it is proposing to declare land surplus (provided that such a declaration is required by law);
  - (viii) if it is proposing to permanently close a road;

- (ix) if it has received an archaeological report; or,
- (x) if it is offering land for sale through public tender or advertisement, or by listing with a realtor.

### **First Nations Notification**

- (b) Six Nations or New Credit, as the case may be, will give Notification to each Affected Municipality, Ontario and the GRCA in the following circumstances:
  - (i) if council is considering or recommending the adoption of a new or amended land use plan for its Territory;
  - (ii) if council is considering or recommending a change in permitted land use or zoning for a portion of its Territory;
  - (iii) if council acquires or disposes of a fee simple interest or a leasehold interest with a term of twenty one years or more in land, except in the case of leases of land within the First Nation's reserve to band members for residential use;
  - (iv) if land is acquired in trust for the First Nations;
  - (v) if council is considering approval of the opening, alteration or closing of a waste disposal site, sewage treatment plant, recycling facility or waste management facility on its Territory;
  - (vi) if council is considering approval of the construction or alteration of a septic bed or sewer system within the floodplain of the Grand River;
  - (vii) if council is considering approval of an activity which would change a watercourse or change water drainage within its Territory; or
  - (viii) if council is considering or recommending any of the following with respect to land held in trust for the First Nation: a change in land use, the opening, alteration or closing of a waste disposal site, sewage treatment plant, recycling facility or waste management facility; or any activity which would change a water course or water drainage.

### **Ontario Notification**

- (c) In addition to the notice provided by Ontario in the Environmental Bill of Rights Registry, each Notifying Ministry will give Notification to each Affected Municipality, the First Nations and to the GRCA in the circumstances described in Schedule B.

### **GRCA Notification**

- (d) The GRCA will give Notification to the First Nations of any applications it receives under section 28 of the Conservation Authorities Act (Ontario) which relate to the Notification Area.

### **Contents And Timing Of Notification**

- 3. (a) Where a statute, regulation or other written process, policy or procedure requires that notice be given to a Party regarding an activity referred to in Section 2 , no Notification will be required to be given under this Agreement to that Party.
- (b) Where a statute or regulation requires that notice be given for an activity referred to in Section 2 , but does not require that notice be given to a Party that would be entitled to Notification under this Agreement, Notification to the Party will be given within the time limit and in the manner set out by statute or regulation.
- (c) Where no notice of an activity referred to in Section 2 is required by statute or regulation, Notification under this Agreement will:
  - (i) state clearly that it is being given pursuant to this Agreement;
  - (ii) where applicable, indicate the time limit within which any response should be provided;
  - (iii) indicate the name and address of a contact person to whom inquiries or responses should be directed; and,
  - (iv) if a Party is giving Notification of a completed purchase or sale under Section 2(a)(vi), 2(b)(iii) of this Agreement, the Notification will consist of a copy of the relevant land registry document and will be given promptly after completion of the purchase or sale transaction;
  - (v) if a Party is giving Notification of the offering of land for sale through public tender or advertisement, or by listing with a realtor, the Notification will consist of a copy of the tender package, advertisement, or listing, as the case may be, and will be given promptly after the tender or advertisement is issued or the listing agreement is signed;
  - (vi) if a Party is giving Notification of a proposal to declare land surplus under Section 2(a)(vii) or a proposal to sell land under Schedule B (d) 15 to 18, the Notification will describe the location of the land; and
  - (vii) in all other cases, Notification will be given as soon as reasonably possible and will include sufficient information to facilitate meaningful

discussion with the Party providing the Notification.

- (d) Where a statute or regulation requires that notice of an activity referred to in Section 2 be given by newspaper or other publication, and where Notification is required under this Agreement, the Party giving Notification will do so by delivering a copy of the advertisement promptly by ordinary mail.

**How Notification Will Be Given**

4. (a) A Notification required under this Agreement will be given in writing by ordinary mail or facsimile to:

GRCA, at: Chief Administrative Officer  
P.O. Box 729  
400 Clyde Road  
Cambridge, Ontario  
N1R 5W6  
Phone: 519-621-2761  
Facsimile: 519-621-4844

New Credit, at: Department of Consultation & Accommodation  
6 First Line Rd., Unit 1  
R.R. #6  
Hagersville, ON N0A 1H0  
Tel: 905-768-4260  
Fax 905-768-9751

Ontario, at: Director  
Community Initiatives Branch  
Negotiations and Reconciliation Division  
Ministry of Indigenous Relations and Reconciliation  
160 Bloor Street East, Suite 920  
Toronto, ON  
M7A 2E6  
Fax: (416) 326-4017

Six Nations, at: Lands and Resources Office  
2498 Chiefswood Road  
P.O. Box 5000  
Ohsweken, ON  
N0A 1M0



The City of Brantford, at:     The Clerk  
100 Wellington Street  
Brantford, Ontario  
N3T 2M3  
Phone: 519-759-4150  
Facsimile: 519-759-7840

Haldimand County, at:        The Clerk  
45 Munsee Street North  
P.O. Box 400  
Cayuga, Ontario  
N0A 1E0  
Phone: 905-318-5932  
Facsimile: 905-772-3542

County of Brant, at:         The Clerk  
26 Park Avenue  
P.O. Box 160  
Burford, Ontario  
N0E 1A0  
Phone: 519-449-2451  
Facsimile: 519-449-2454

- (b) Each Party will designate in writing to the other Parties a change in the contact information listed under Section 4 (a) or Schedule B of this Agreement.
- (c) If the applicable Parties agree, any Notification required under this Agreement may be given by electronic means.
- (d) A Notification by ordinary mail will be deemed to have been given on the fifth business day after mailing.

**Term Of This Agreement And Early Termination**

- 5. (a) This Agreement will take effect on the date of this Agreement and will remain in effect for 5 years unless it is terminated earlier in accordance with this Section.
- (b) This Agreement may be terminated at any time by the written agreement of all Parties.
- (c) Any Party may terminate its participation in this Agreement at any time after giving thirty days notice by registered mail to the other Parties of its intention to do so. Unless the remaining Parties agree otherwise in writing this Agreement will remain in effect as among the remaining Parties.

## Admission Of New Parties

6. (a) Her Majesty the Queen in right of Canada may become a signatory to this Agreement upon the consent of the Parties. Such admission shall require the amendment of this Agreement.
- (b) A provincial ministry not already listed as a Notifying Ministry in Schedule B of this Agreement may become a Notifying Ministry by sending a written request to all Parties. The Ministry of Indigenous Relations and Reconciliation (“MIRR”) will review the request with the Parties and ensure there is agreement on the activities for which the ministry will provide Notification. MIRR will then circulate an updated version of Schedule B to the Parties.
- (c) Other municipalities or conservation authorities may become a signatory to this Agreement by giving notice by registered mail to all Parties of their intention to do so. The notice shall indicate a date at least thirty days thereafter at which it proposes to become a signatory to this Agreement. After such date, municipalities will be deemed to be a ‘Municipality’ as defined under this Agreement, and conservation authorities will be deemed to be subject to the same obligations as the GRCA under Section 2.
- (d) Municipalities giving notice pursuant to Section 6(c) shall state:
- (i) the extent of its geographical jurisdiction which it intends to make subject to this Agreement;
  - (ii) which subclauses of Section 2(a) are to apply, provided that any such notice shall at least require subclauses (iv) and (v) to apply; and
  - (iii) under which sections of this Agreement it wishes to receive Notification from the existing Parties.
- (e) When municipalities become a signatory to this Agreement:
- (i) the Notification Area shall be amended to include the geographical area described in sub clause 6(d)(i);
  - (ii) its obligations in relation to the other Parties shall be restricted to the matters identified pursuant to sub clause 6(d)(ii); and
  - (iii) the obligations of the Parties shall be restricted to the matters identified pursuant to sub clause 6(d)(iii).
- (f) Any successor to a Party to this Agreement will continue to be a Party to this Agreement unless it terminates its participation in accordance with Section 5(c).

### **Review Of This Agreement**

7. (a) The Parties will meet on the first Thursday in June of each year during the term of this Agreement to share their views and concerns regarding the implementation of this Agreement. During those meetings the Parties will discuss and review the effectiveness of this Agreement in improving dialogue and understanding among them in relation to the subject matter of this Agreement.
- (b) Additional meetings of the Parties to discuss concerns regarding the implementation of this Agreement will be convened at the request of any two Parties.
- (c) The meetings referred to in this Section will be chaired by MIRR and will be hosted by the Parties in their respective locations on a rotating basis.
- (d) The Parties may invite such additional participants to the review meetings as they consider necessary or advisable from time to time to aid in their consideration of the matters to be discussed.
- (e) The meeting of the Parties under this Section which occurs most closely before the expiration of this Agreement shall include as an agenda item the consideration of the renewal of this Agreement. The foregoing shall not be construed to require the Parties to renew this Agreement should they choose not to do so.
- (f) Each meeting of the Parties under this Section shall include the following agenda items for discussion:
  - (i) Disclosure of a Notification received by any Party that has been of particular benefit or usefulness to that Party; and,
  - (ii) The selection of the host for the next meeting.

### **Amendment Of This Agreement**

8. Except as provided in Sections 4(b), 5(c) and 6 (a), (b), (c), this Agreement, including Schedule A and Schedule B, may be amended only through written agreement of all the Parties.

### **No Legal Effect**

9. (a) This Agreement is not legally binding on any of the Parties, nor will it affect the legal rights or obligations of the Parties or any other persons, nor will it affect the validity of any act of any of the Parties, nor will it affect the legal position of any of the Parties, or be admissible in evidence in any current or future legal proceeding, nor will it create any legal obligations, duties or rights.
- (b) Without limiting the generality of Section 9(a):

- (i) nothing in this Agreement will be construed to affect, derogate from or abrogate the aboriginal, treaty, constitutional or other rights of Six Nations or New Credit or their members; and,
  - (ii) nothing in this Agreement will be construed to affect, derogate from or abrogate the treaty, constitutional or other rights or responsibilities of any Party or any other person.
- (c) Nothing in this Agreement will be construed to affect in any way the application of any laws, statutory or otherwise.
- (d) Despite Section 9(a), a Notification under this Agreement is not excluded from consideration by a court or other adjudicative body of any notice obligations that may be owed between the Parties.

**Signing of this Agreement by the Parties**

10. This Agreement may be signed and delivered in counterparts, and each of which, when so signed and delivered, shall be deemed to be an original, and such counterparts together shall constitute one and the same Agreement.

**In witness whereof this Agreement has been signed by:**

On behalf of the Six Nations of the Grand River

On behalf of the Mississaugas of the Credit

\_\_\_\_\_  
Chief

\_\_\_\_\_  
Chief

On behalf of the Corporation of Haldimand

On behalf of the Corporation of the County of Brant

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Mayor

On behalf of the Corporation of The City of  
Brantford

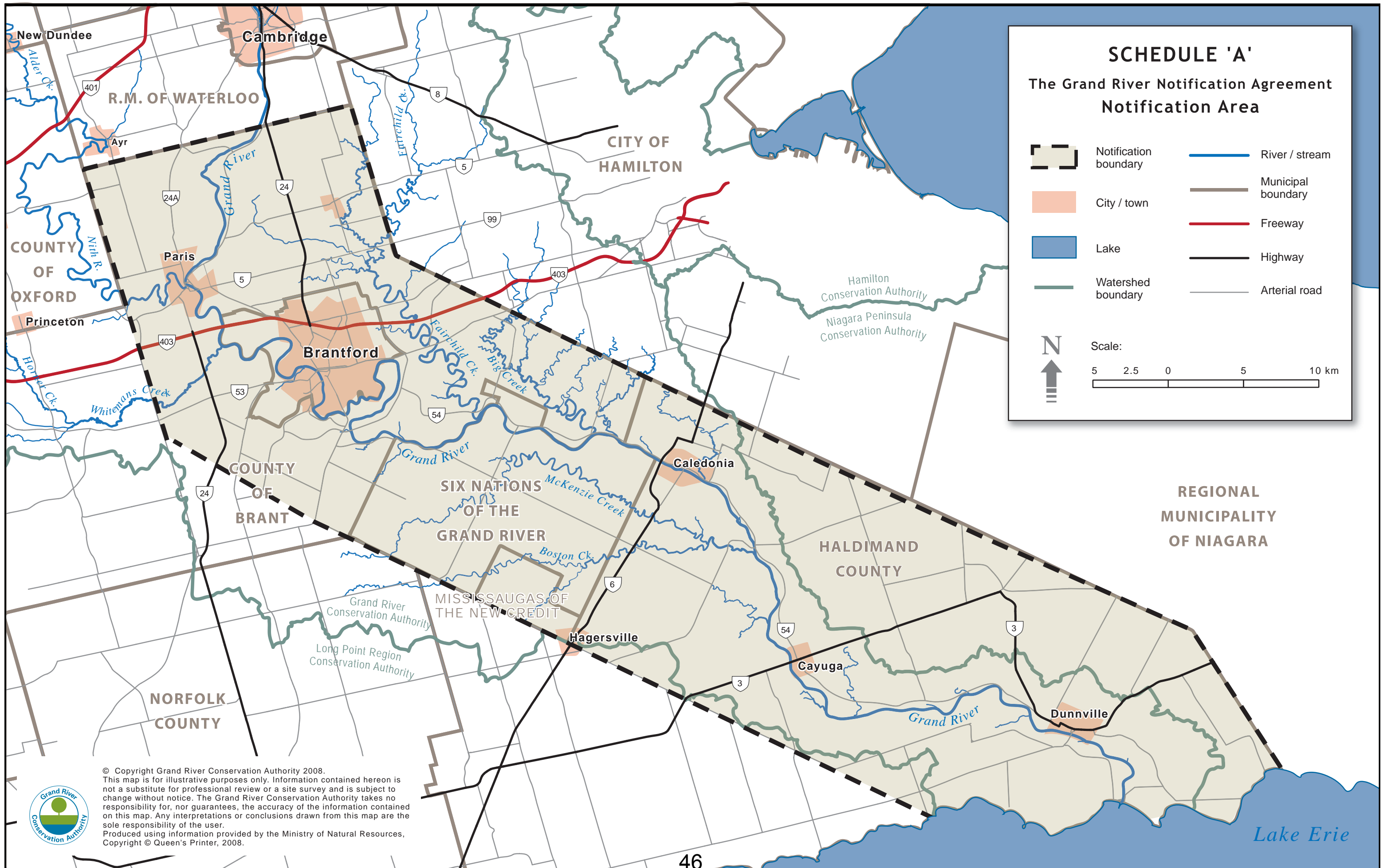
On behalf of the Grand River Conservation  
Authority

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chair










On behalf of Her Majesty the Queen in Right of Ontario

\_\_\_\_\_  
Minister, Indigenous Relations and Reconciliation

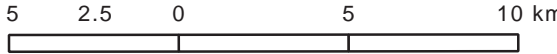


### SCHEDULE 'A'

#### The Grand River Notification Agreement Notification Area

	Notification boundary		River / stream
	City / town		Municipal boundary
	Lake		Freeway
	Watershed boundary		Highway
			Arterial road

N

Scale:  


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 This map is for illustrative purposes only. Information contained hereon is not a substitute for professional review or a site survey and is subject to change without notice. The Grand River Conservation Authority takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user.  
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## SCHEDULE B

### ONTARIO ACTIVITIES AND DECISIONS RESPECTING LAND WITHIN THE GRNA NOTIFICATION AREA FOR WHICH NOTIFICATION WILL BE PROVIDED

CATEGORY	ACTIVITY OR DECISION	NOTIFYING MINISTRY
<b>A. Water &amp; Natural Heritage</b>	<p>1. Spills of contaminants into the Grand River and its tributaries in circumstances where the contaminant or the quantity spilled has the potential to cause environmental impairment - <i>Environmental Protection Act</i></p> <p>*In the event of an emergency where immediate telephone notification is required, the Ministry of the Environment and Climate Change will follow up with a written Notification to the affected Parties.</p>	<p>District Manager, Guelph Ministry of the Environment and Climate Change 1 Stone Rd. W., 4<sup>th</sup> Floor Guelph, ON N1G 4Y2</p> <p>Or</p> <p>District Manager, Hamilton Ministry of the Environment and Climate Change 119 King St. W., 9<sup>th</sup> Floor Hamilton, ON L8P 4Y7</p> <p>Or</p> <p>Spills Action Centre 1-800-268-6060 (Initial downstream user Notifications only)</p>
	<p>2. Applications for Permits to Take Water for agricultural irrigation - <i>Ontario Water Resources Act</i></p>	<p>PTTW Evaluator Ministry of the Environment and Climate Change 119 King St. W., 12<sup>th</sup> Floor Hamilton, ON L8P 4Y7</p>
	<p>3. Activities relating to construction, repair or use of dams - <i>Lakes and Rivers Improvement Act</i></p>	<p>Lands &amp; Waters Technical Specialist, Guelph District Ministry of Natural Resources and Forestry 1 Stone Rd. W. Guelph, ON N1G 4Y2</p>
	<p>4. The development, review and revision of regulated fisheries management plans and activities - <i>Fish and Wildlife Conservation Act</i></p>	<p>Resource Management Supervisor, Guelph District Ministry of Natural Resources and Forestry 1 Stone Rd. W. Guelph, ON N1G 4Y2</p>

CATEGORY	ACTIVITY OR DECISION	NOTIFYING MINISTRY
<b>B. Environmental Assessment Decisions</b>	5. Anticipated decisions regarding an undertaking subject to an Environmental Assessment under Part II of the <i>Environmental Assessment Act</i> (“Individual Environmental Assessment”) - <i>Environmental Assessment Act</i>	Director Environmental Assessment & Approvals Branch Ministry of the Environment and Climate Change 2 St. Clair Ave. W., Floor 12A Toronto, ON M4V 1L5
	6. Anticipated decisions regarding orders to comply with Part II of the <i>Environmental Assessment Act</i> before proceeding with an undertaking to which a class Environmental Assessment would apply (“Bump-up Orders”) - <i>Environmental Assessment Act</i>	Director Environmental Assessment & Approvals Branch Ministry of the Environment and Climate Change 2 St. Clair Ave. W., Floor 12A Toronto, ON M4V 1L5
	7. Anticipated decisions on Request for Elevation of Electricity Project under O. Reg. 116/01 to an individual Environmental Assessment (“Elevation Requests”) - <i>Environmental Assessment Act</i>	Director Environmental Assessment & Approvals Branch Ministry of the Environment and Climate Change 2 St. Clair Ave. W., Floor 12A Toronto, ON M4V 1L5
	8. Anticipated decision on Requests for Elevation of a Waste Management Project under O. Reg. 101/07 to an Individual Environmental Assessment (“Elevation Request”) - <i>Environmental Assessment Act</i> .	Director Environmental Assessment & Approvals Branch Ministry of the Environment and Climate Change 2 St. Clair Ave. W., Floor 12A Toronto, ON M4V 1L5
	9. Anticipated decision on objections to a transit project under O. Reg. 321/08 (Transit Projects and Greater Toronto Transportation Authority Undertaking) - <i>Environmental Assessment Act</i> .	Director Environmental Assessment & Approvals Branch Ministry of the Environment and Climate Change 2 St. Clair Ave. W., Floor 12A Toronto, ON M4V 1L5



CATEGORY	ACTIVITY OR DECISION	NOTIFYING MINISTRY
<b>C. Transportation</b>	10. Provincial transportation corridor studies to identify area transportation system needs - <i>Public Transportation and Highway Improvement Act</i>	Head, Environmental Section Ministry of Transportation 659 Exeter Road London, ON N6E 1L3
	11. Planning, design, land acquisition and construction of new provincial highways, freeways and transit ways - <i>Public Transportation and Highway Improvement Act</i>	Head, Environmental Section Ministry of Transportation 659 Exeter Road London, ON N6E 1L3
	12. Planning, design, land acquisition, and construction of major improvements to existing provincial transportation facilities (which are classified as Group B projects under the “Class Environmental Assessment for Provincial Transportation Facilities”) - <i>Public Transportation and Highway Improvement Act</i>	Head, Environmental Section Ministry of Transportation 659 Exeter Road London, ON N6E 1L3
	13. Planning, design, land acquisition and construction of, repair or replacement of Ministry of Transportation bridges over the main river channel of the Grand River and its tributaries - <i>Public Transportation and Highway Improvement Act</i>	Head, Environmental Section Ministry of Transportation 659 Exeter Road London, ON N6E 1L3
	14. Planning, design, land acquisition and construction of improvements to intersections of provincial highways with roads directly connected to the Six Nations Reserve or New Credit Reserve - <i>Public Transportation and Highway Improvement Act</i>	Head, Environmental Section Ministry of Transportation 659 Exeter Road London, ON N6E 1L3

CATEGORY	ACTIVITY OR DECISION	NOTIFYING MINISTRY
<b>D. Management of Provincial Lands, Buildings and Parks</b>	15. Proposed disposition or grant of authorization to use unpatented Crown land including granting of water power privileges - <i>Public Lands Act</i>	Lands & Waters Technical Specialist, Guelph District Ministry of Natural Resources and Forestry 1 Stone Rd. W. Guelph, ON N1G 4Y2
	16. Proposed disposition or grant of authorization to use patented Crown lands administered by the Ministry of Natural Resources and Forestry - <i>Public Lands Act</i>	Lands & Waters Technical Specialist, Guelph District Ministry of Natural Resources and Forestry 1 Stone Rd. W. Guelph, ON N1G 4Y2
	17. Proposed sale or lease for term of 21 years or more of provincially owned patented lands, managed by Infrastructure Ontario, to a party that is not a ministry or agent of the provincial government - <i>Ministry of Infrastructure Act</i>	Vice President, Environmental Management, Realty Services Infrastructure Ontario 1 Dundas Street West Suite 2000, Toronto, ON, M5G 2L5
	18. Proposed disposition by the Ministry of Transportation of land parcels that are five hectares or greater in area, or which have a common boundary with Six Nations Reserve or New Credit Reserve - <i>Public Transportation and Highway Improvement Act</i>	Head, Environmental Section Ministry of Transportation 659 Exeter Road London, ON N6E 1L3
	19. Proposed change in use, application to sever or create plan of subdivision or condominium for provincially owned patented lands that are managed by Infrastructure Ontario - <i>Ministry of Infrastructure Act</i>	Vice President, Environmental Management, Realty Services Infrastructure Ontario 1 Dundas Street West Suite 2000, Toronto, ON, M5G 2L5
	20. Proposed construction or demolition of buildings that are managed by Infrastructure Ontario	Vice President, Environmental Management, Realty Services Infrastructure Ontario

CATEGORY	ACTIVITY OR DECISION	NOTIFYING MINISTRY
	for the provincial government - <i>Ministry of Infrastructure Act, Ontario Infrastructure and Lands Corporation Act</i>	1 Dundas Street West Suite 2000, Toronto, ON, M5G 2L5
	21. Proposed changes in the classification of a provincial park or the designation of zones within a provincial park - <i>Provincial Parks and Conservation Reserves Act</i>	Park Superintendent c/o Bronte Creek Provincial Park Ministry of Natural Resources and Forestry 1219 Burloak Drive Oakville, ON L6M 4J7
	22. Proposed establishment of an advisory committee - <i>Provincial Parks and Conservation Reserves Act</i>	Park Superintendent Ministry of Natural Resources and Forestry c/o Bronte Creek Provincial Park 1219 Burloak Drive Oakville, ON L6M 4J7
	23. Proposals relating to changes in construction or operation of a provincial park or conservation reserve - <i>Provincial Parks and Conservation Reserves Act</i>	Park Superintendent Ministry of Natural Resources and Forestry c/o Bronte Creek Provincial Park 1219 Burloak Drive Oakville, ON L6M 4J7
	24. Proposals relating to the creation of new provincial parks or proposals relating to the increase or decrease in the area/boundaries of a provincial park - <i>Provincial Parks and Conservation Reserves Act</i>	Park Superintendent Ministry of Natural Resources and Forestry c/o Bronte Creek Provincial Park 1219 Burloak Drive Oakville, ON L6M 4J7
	25. Proposed development, review or amendment of the management direction of a provincial park - <i>Provincial Parks and Conservation Reserves Act</i>	Park Superintendent Ministry of Natural Resources and Forestry c/o Bronte Creek Provincial Park 1219 Burloak Drive Oakville, ON L6M 4J7

CATEGORY	ACTIVITY OR DECISION	NOTIFYING MINISTRY
	<p>26. Application to the Ministry of Transportation for a temporary non-commercial wayside permit on private land or an aggregate permit on Crown land for provincial road projects, pursuant to the authority delegated to the Ministry of Transportation - <i>Aggregate Resources Act</i></p>	<p>Head, Geotechnical Section Ministry of Transportation 659 Exeter Road London, ON N6E 1L3</p>
	<p>27. Application to the Ministry of Transportation for a major site plan amendment for a temporary non-commercial wayside permit on private land or an aggregate permit on Crown land for provincial road projects, pursuant to the authority delegated to the Ministry of Transportation - <i>Aggregate Resources Act</i></p>	<p>Head, Geotechnical Section Ministry of Transportation 659 Exeter Road London, ON N6E 1L3</p>
<p><b>E. Land Use Planning and Development</b></p>	<p>28. Proposed review of or amendment to the Growth Plan for the Greater Golden Horseshoe, provided such review or amendment affects land within the Notification Area - <i>Places to Grow Act, 2006.</i></p>	<p>Partnerships and Consultation Branch Ontario Growth Secretariat, Ministry of Municipal Affairs c/o Regus Toronto Eaton Centre 1 Dundas St W, Suite 2500 M5G 1Z3</p>
	<p>29. Proposed review of or amendment to the Greenbelt Plan provided such review or amendment affects land within the Notification Area - <i>Greenbelt Act</i></p>	<p>Provincial Planning Policy Branch Ministry of Municipal Affairs 777 Bay Street, 13th Floor Toronto, ON M5G 2E5</p>
	<p>30. Proposed decision by the Minister of Municipal Affairs to approve and / or modify a municipally adopted official plan or a five-year update to a municipal official plan - <i>Planning Act</i></p>	<p>Municipal Services Office – Western Ministry of Municipal Affairs 2<sup>nd</sup> Floor, 659 Exeter Rd London, ON N6E 1L3</p>

CATEGORY	ACTIVITY OR DECISION	NOTIFYING MINISTRY
	31. Application for aggregate licence submitted to the Ministry of Natural Resources and Forestry - <i>Aggregate Resources Act</i>	Aggregate Technical Specialist, Guelph District Ministry of Natural Resources and Forestry 1 Stone Rd. W. Guelph, ON N1G 4Y2
	32. Application for a major site plan amendment for an aggregate site submitted to the Ministry of Natural Resources and Forestry - <i>Aggregate Resources Act</i>	Aggregate Technical Specialist, Guelph District Ministry of Natural Resources and Forestry 1 Stone Rd. W. Guelph, ON N1G 4Y2
	33. Archaeological assessment report submitted to the Ministry of Tourism, Culture and Sport - <i>Ontario Heritage Act</i>	Ministry of Tourism, Culture and Sport Archaeology Review Coordinator 401 Bay Street Toronto, ON M7A 0A7
	34. Registration of an Indigenous archaeological site with the Ministry of Tourism, Culture and Sport - <i>Ontario Heritage Act</i>	Ministry of Tourism, Culture and Sport Archaeological Database Coordinator 401 Bay Street Toronto, ON M7A 0A7
	35. Notification (Project Information Form) of new archaeological fieldwork submitted to the Ministry of Tourism, Culture and Sport - <i>Ontario Heritage Act</i>	Ministry of Tourism, Culture and Sport Team Leader – Archaeology 401 Bay Street Toronto, ON M7A 0A7
	36. Notification of deposit of archaeological collection with a public institution submitted to the Ministry of Tourism, Culture and Sport - <i>Ontario Heritage Act</i>	Ministry of Tourism, Culture and Sport Archaeology Licensing Officer 401 Bay Street Toronto, ON, M7A 0A7

# Grand River Conservation Authority

**Report number:** GM-02-18-10

**Date:** February 23, 2018

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

**Subject:** Provincial Offences Officer Designation

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## **Recommendation:**

THAT the Grand River Conservation Authority designate Kaitlyn Rosebrugh as a Provincial Offences Officer.

## **Summary:**

Not Applicable

## **Report:**

As a Provincial Offences Officer, Kaitlyn Rosebrugh will be responsible for inspections, investigations and enforcement of Grand River Conservation Authority (GRCA) Development, Interference with Wetlands and Alterations to Shorelines and Watercourses regulation, Ontario Regulation 150/06. The Conservation Authorities Act, s. 28 (1) (e) and Ontario Regulation 150/06, s. 10 allows the GRCA to appoint persons to act as officers with all of the powers and duties to enforce Ontario Regulation 150/06.

Kaitlyn has work experience as a Resource Planner (2013-present) and is responsible for violations of Section 28 in this role. Kaitlyn successfully completed the Conservation Authority Compliance Training – Level 1 Foundations Course in 2016.

Based upon enforcement training and work experience, Kaitlyn has met the requirements to be designated as a Provincial Offences Officer.

## **Financial implications:**

Not applicable

## **Other department considerations:**

Not applicable

## **Prepared by:**

Beth Brown  
Supervisor of Resource Planning

## **Approved by:**

Nancy Davy  
Director of Resource Management

# Grand River Conservation Authority

**Report number:** GM-02-18-13

**Date:** February 23, 2018

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

**Subject:** Environmental Assessments

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## **Recommendation:**

THAT Report Number GM-02-18-13 - Environmental Assessments be received as information.

## **Summary:**

To provide the General Membership of the Grand River Conservation Authority with information on Environmental Assessments being reviewed, a summary report is presented below. The report has been prepared as directed through Motion No. P44-99 (May 18/99) adopted through General Membership Res. No. 55-99 (May 28, 1999).

## **Report:**

Report on Environmental Assessments for January 26, 2018

### A. New Environmental Assessments Received

New: Environmental Assessments received by the Grand River Conservation Authority and currently under review.

#### **1. First Notice – Stockyards Secondary Plan and Class Environmental Assessment, Township of Woolwich**

The Township of Woolwich has initiated the preparation of a Secondary Plan and Class Environmental Assessment (EA) for the Stockyards Industrial / Commercial Area located in St. Jacobs. The Stockyards area is bisected by the Waterloo-St. Jacobs Railway and is bounded by Highway 85 (to the east), King Street (to the east and north) and Weber Street (to the west), and contains Farmer's Market Road and Benjamin Road.

The purpose of the Secondary Plan and Class EA is to identify land use, transportation and servicing options for both new development and redevelopment opportunities in the Stockyards study area.

The study area contains resource features regulated by the GRCA including Forwell Creek, Martin Creek, floodplain, wetland, and steep valley slopes.

GRCA staff will participate in the Secondary Plan and Class EA process by reviewing the study findings and evaluation of alternatives and providing comments to the Township.

#### **2. First Notice –Bleams Road Improvements from Strasburg Road to Fischer-Hallman Road in the City of Kitchener, Municipal Class Environmental Assessment, Schedule 'C'**

The Regional Municipality of Waterloo is undertaking a Schedule 'C' Municipal Class Environmental Assessment (Class EA) Study for improvements to the Bleams Road (Regional Road 56) corridor from Strasburg Road to Fischer-Hallman Road in Kitchener, to improve active transportation facilities, traffic capacity and operations. This study will follow the guidelines of the "Municipal Class Environmental Assessment", dated October 2000 (as revised 2011), for Schedule 'C' projects.

The study area contains Strasburg Creek and an unevaluated wetland. GRCA will continue to participate in this Class EA, since it contains GRCA areas of interest.

## **B. Classification of Reviewed Environmental Assessments**

**Minor:** Minimal potential resource impacts that can be mitigated using conventional construction methods.

**Major:** Significant impacts on identified resource features. Alternatives and proposed mitigation will be outlined in detail.

### **Minor Impacts**

#### **1. Final Notice – East Side Lands Sanitary Servicing, City of Cambridge, City of Kitchener and the Township of Woolwich**

The Regional Municipality of Waterloo has completed a Schedule B Class Environmental Assessment (EA) for the provision of sanitary servicing to the area known as the "East Side Lands". The East Side Lands are located in the eastern portion of the Region surrounding the Region of Waterloo International Airport and cover an area of just over 4000 hectares within the City of Cambridge, City of Kitchener and the Township of Woolwich.

The study area contains numerous resource features including the Grand River, several watercourses and their associated floodplain, wetlands, steep slopes and the allowances to these features.

The preferred solution involves the installation of a new gravity sewer without the need for a pumping station. The sewer alignment begins just north of Freeport Creek, passes through the Deer Ridge subdivision, and ends at the inlet of the Kitchener Wastewater Treatment Plan. A service bridge for the sewer pipe will be constructed to carry it over the Grand River.

GRCA staff participated on the Steering Committee for the study and are supportive of the preferred solution in principle.

Staff will review the detailed design of the gravity sewer through the GRCA permit process to ensure conformance with Ontario Regulation 150/06.

### **Major Impacts**

None for this report

### **Financial implications:**

Not Applicable



**Other department considerations:**

Not Applicable

**Prepared by:**

Fred Natolochny  
Supervisor of Resource Planning

**Approved by:**

Nancy Davy  
Director of Resource Management

# Grand River Conservation Authority

**Report number:** GM-02-18-19

**Date:** February 23, 2018

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

**Subject:** Grand River Watershed Flood Warning System

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## **Recommendation:**

THAT Report GM-02-18-19 - Grand River Watershed Flood Warning System be received as information.

## **Summary:**

The annual Flood Coordinator's meeting was held on February 14, 2018. The program included a review of the flood fan-out system test, a discussion on the role of the municipal Flood Coordinators, presentations relating to the current flood fan-out procedures, a presentation explaining the cause of the June 23rd rainfall event, the new community alerting system being implemented by the Region of Waterloo, an explanation of how social media is being used to raise awareness about flooding and a detailed report on watershed conditions. Municipal Flood Coordinators, Municipal Police, Ontario Provincial Police, Environment Canada, Province of Ontario and GRCA staff attended the meeting.

## **Report:**

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

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

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

In the event of a flood, it is important that watershed residents and emergency response personnel be warned in sufficient time to take appropriate action to reduce flood damages and the threat of loss of life. The Grand River Conservation Authority has developed a "fan-out" flood warning system to provide timely flood warnings and information to municipal officials and watershed residents.

The 2018 Flood Coordinator's meeting was held on February 14 at the Grand River Conservation Authority Administration Centre. The program included a review of the

flood fan-out system and test, a discussion on the role of the municipal Flood Coordinators, presentations relating to the current flood fan-out procedures, as well as information on the Grand River Conservation Authority (GRCA) web site to assist flood co-ordinators. Jerry Shield, the Weather Systems Coordinator from the Ministry of Natural Resources and Forestry, delivered a presentation explaining the weather system that caused the June 23, 2017 flood event and how weather forecasters are improving preparedness for future events of this type. Cindy Blair, the Community Emergency Management Co-ordinator for the Region of Waterloo, provided a presentation explaining a new community alerting system the Region is implementing to warn residents during emergencies.

This year 96 people attended the Flood Warning Emergency Planning meeting. Participants included members of the following organizations and agencies: Flood Coordinators and Police from watershed, municipalities, Ontario Provincial Police, Environment Canada, Province of Ontario and GRCA staff. The following table compares the attendance at the 2018 meeting with the three previous years.

<b><u>Agencies Represented</u></b>	<b>2018</b>	<b>2017 Attendance</b>	<b>2016 Attendance</b>	<b>2015 Attendance</b>
Municipal Flood Coordinators	48	29	26	33
Municipal Police	4	5	3	3
Ontario Provincial Police	1	5	5	6
Provincial Ministries	2	3	2	0
Water Survey – Environment Canada	4	2	5	2
Other Conservation Authority staff	6	2	1	0
News Media	2	0	1	1
GRCA Staff	29	38	33	35
Other	0	0	0	1
<b>Total Persons in Attendance</b>	<b>96</b>	<b>84</b>	<b>76</b>	<b>81</b>

To ensure a strong communications link, the Flood Warning System is tested each year. This year's test was run on January 30, 2018. All municipalities received and confirmed receipt of the test message. All police services received and acknowledged receipt of the message.

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

- a) Clerks of all municipalities in the Watershed including Regional and County Governments;
- b) Members of the Grand River Conservation Authority;
- c) Police Services listed as part of the flood message fan-out system;
- d) Radio and Television stations in the watershed;

- e) Daily newspapers in the watershed;
- f) Authority operating personnel;
- g) Provincial and Federal Agencies listed in the Flood Warning System Booklet.

There is a higher than normal potential for flooding this spring, due to the cold start to this winter that resulted in large amounts of strong, thick ice in the river. Early winter melts in January resulted in large ice jams in the Cambridge, Brantford, Cayuga and Plattsville areas. These ice jams pose a threat for ice jam flooding. The amount of ice in the river this year has not been seen for several decades. The snow pack is lighter than normal and reservoirs are at their normal operating levels heading into the spring. Available flood storage will be used to manage the spring flood to reduce its impact. Lake Erie levels are higher than normal; this increases the potential for lake shore flooding. Heavy rain on frozen or saturated ground, as well as the potential for a quick spring melt pose the greatest risk of flooding. A slow melt without large amounts of rain would be the ideal conditions to ease ice out of the river and reduce the potential for ice jam flooding.

**Financial implications:**

Not Applicable.

**Other department considerations:**

Not Applicable.

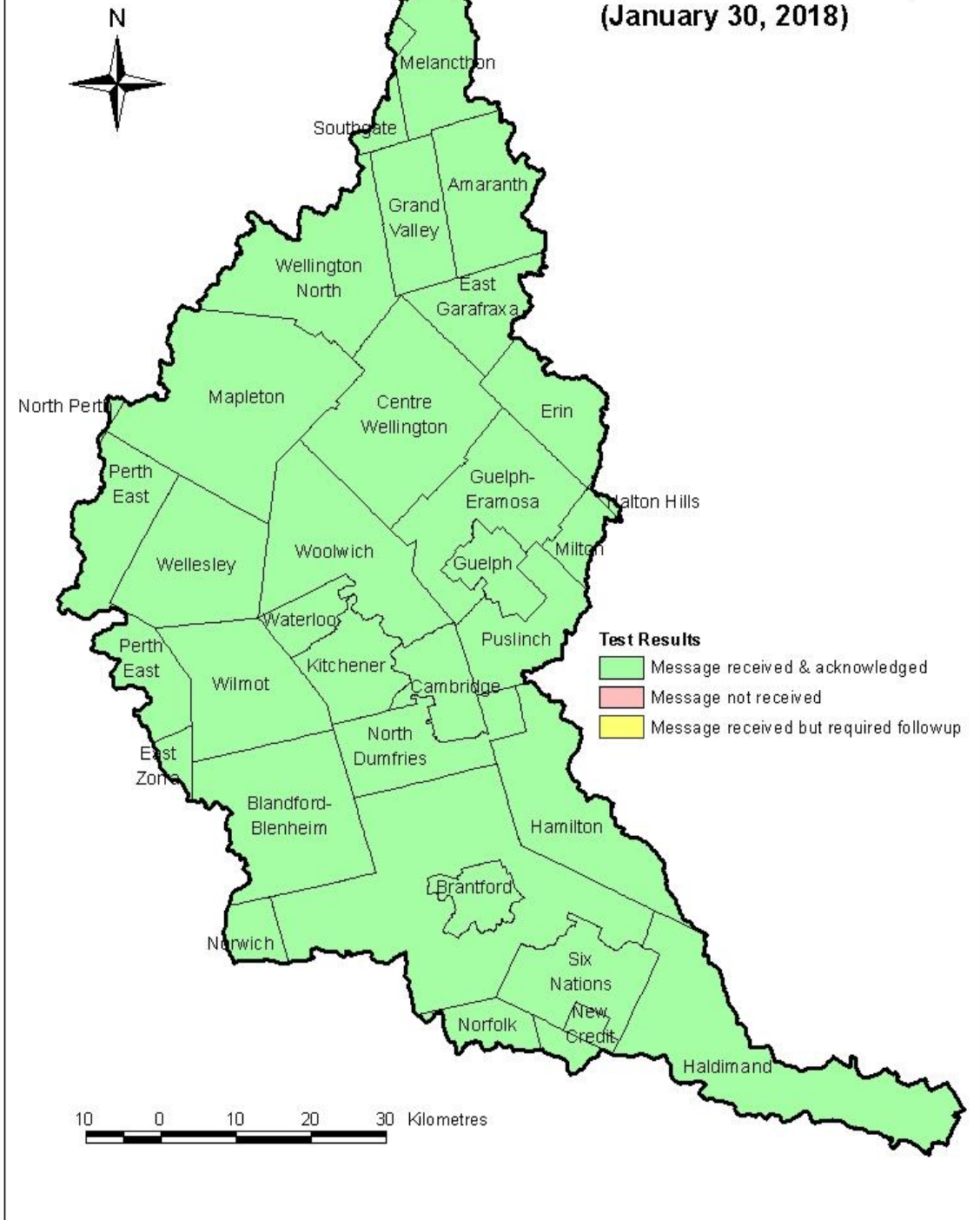
**Prepared by:**

Dwight Boyd, P. Eng.  
Director of Engineering

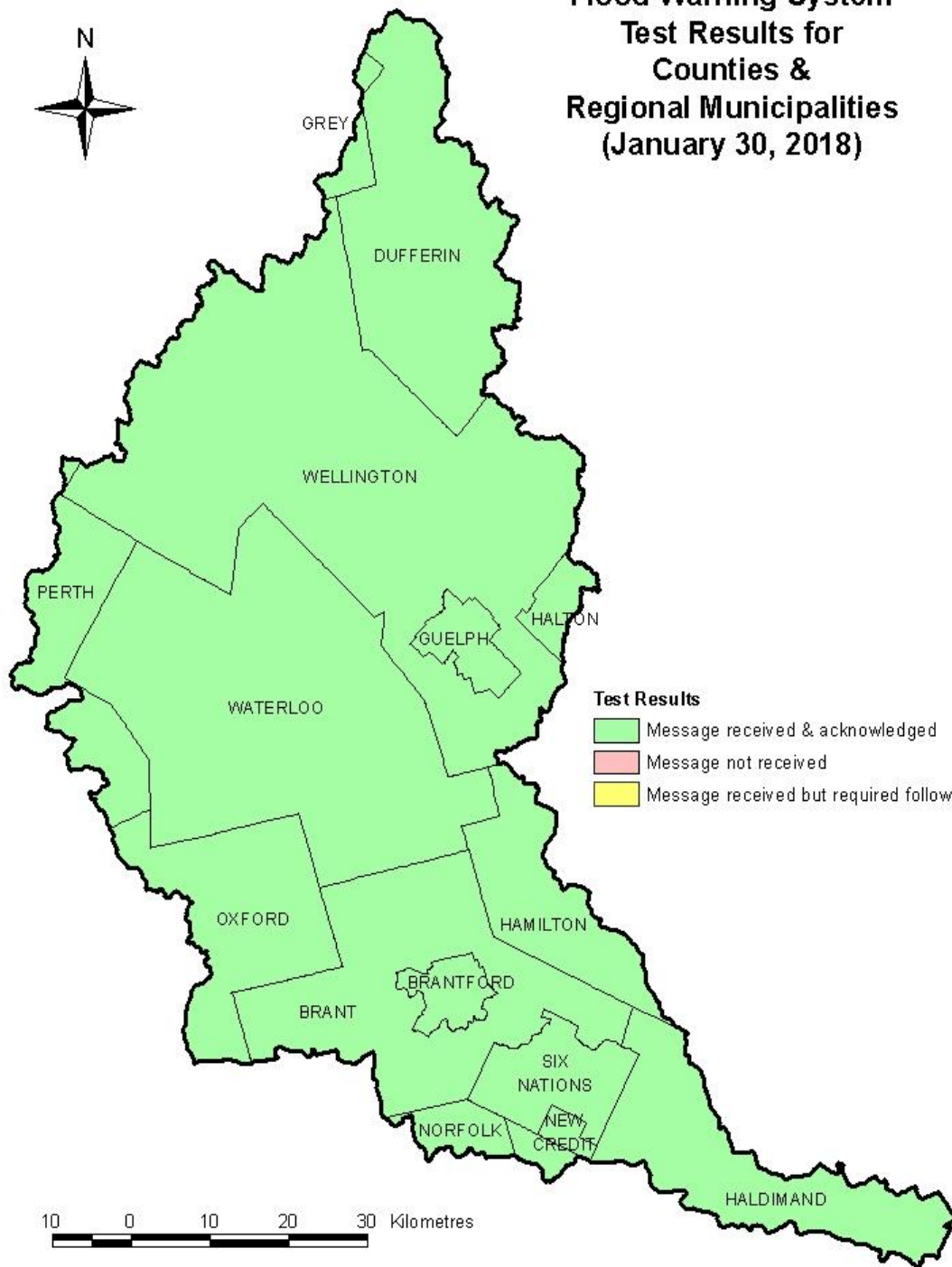
**Approved by:**

Joe Farwell, P.Eng.  
Chief Administrative Officer

# Flood Warning System Test Results for Cities, Towns and Townships (January 30, 2018)



**Flood Warning System  
Test Results for  
Counties &  
Regional Municipalities  
(January 30, 2018)**



# Grand River Conservation Authority

**Report number:** GM-02-18-24

**Date:** February 23, 2018

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

**Subject:** Communication of Flood Warning Messages

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## **Recommendation:**

THAT Report Number GM-02-18-24 – Communication of Flood Warning Messages be received as information.

## **Report:**

In the years since the 1974 provincial inquiry into the 1974 flood, procedures to communicate flood warning messages have evolved in response to changing technology, agency resources, changes in the media industry and public expectations. This report provides an explanation of changes over time, why changes were made and the current procedures used to deliver flood messages to watershed residents through the Grand River Watershed Flood Warning System.

Following the May 1974 flood, a provincial inquiry made 21 recommendations in a number of critical areas, in order to improve flood protections for watershed residences. Recommendation #8 in the *Royal Commission Inquiry into Grand River Flood 1974* specifically addressed flood warnings. As a result of the recommendations of the provincial inquiry, it was determined that flood warning messages would be delivered to municipal flood co-ordinators through the Canadian Police Information Centre (CPIC) communication system.

The CPIC system was chosen as the most reliable, secure means of transmitting flood warnings to municipal flood co-ordinators and police. A detailed logging of messages sent and received was maintained both by the GRCA and Police services.

From 1975 to 2010, a flood warning message was faxed to Waterloo Regional Police Service (WRPS) communication centre. The flood message was keyed into the CPIC system and delivered to the London and Orillia Ontario Provincial Police (OPP) communications centres; these communications centres communicated the message to local OPP detachments. Local OPP detachments delivered the message to local municipal flood co-ordinators. The WRPS distributed the message to local WRPS detachments and local municipal police services in the City of Guelph and Brantford. Local WRPS detachments and local municipal police services delivered the message to local flood co-ordinators. Municipal fire services or police services warned residents and businesses located in the floodplain.

Whether local municipal fire services or police services warned residents and businesses in the floodplain was dependant on local arranges or agreements between police services and the local municipality.

GRCA also faxed a copy of the flood warning message to other provincial and federal agencies and adjacent Conservation Authorities.

As well, the GRCA issued the flood message by fax to local television, radio and print media. Local media advised the general public of the flood message. Following the 1974 flood, many radio and TV stations were staffed 24 hours per day and many local newspapers were daily publications. There was good 24 hour news coverage and communication by the media in the Grand River Watershed.

So in summary, following the 1974 flood inquiry, a resident in the floodplain would become aware of a potential flood either by a knock on the door by Police or Fire services, or by hearing the flood message in local media.

The system was tested annually prior to the flood season to confirm contact information and ensure the system was ready for the upcoming flood season.

The above approach was largely unchanged until 2010 when, following a large flood in December 2008 and February 2009, the Ontario Provincial Police requested changes. The OPP wanted to reduce the efforts of both the OPP and CPIC services to deliver flood messages. New technologies were available to accomplish the intended outcome. Police agreed to remain in the loop and would serve as a secondary backup if other communications methods failed. Work was initiated in 2010 to modernize procedures for delivery of flood messages.

Waterloo Regional Police Services requested changes to their role in distribution of flood messages in 2015. Changes were implemented in 2016. GRCA issues flood warning messages directly to municipal flood co-ordinators, Community Emergency Management Coordinators (CEMCs) and Waterloo Region Police Services (WPRS). WPRS distribute flood messages to WPRS detachments and act as a backup to deliver flood warning messages to Municipal Flood Co-ordinators and CEMC's in Waterloo Region if other methods of communication fail.

It is important to recognize significant changes in technology occurred between 1975 and 2009. The Internet and email emerged in the mid-1990s, the cell phone became common in the late 1990s and the smart phone emerged early in this century. Social media were emerging technologies in 2009 and have become main stream communications channels over the past 5 to 10 years. Mass notification technologies have also evolved over the past 5 years making it feasible, reliable and cost effective for municipalities and emergency management agencies to broadcast several hundred phone call messages in a matter of minutes.

Technology has also had a profound effect on the media industry. In the Grand River Watershed, traditional media including television, radio and print media don't provide the same 24 hour per day service that was more common in the past. Local radio and television stations are not staffed 24 hours per day, and have transitioned to regional or national stations, which are also typically not 24 hour per day operations. Radio and TV stations increasingly rely on automated technology after normal work hours. Social media has emerged as the around-the-clock, near instant form of communication in modern society.

These changes in technology have had profound effects on public expectations and the media's ability to share information in an emergency and are providing opportunities to share information and messages in a different way.

### **Role of Grand River Conservation Authority**

As outlined in the Grand River Watershed Flood Warning System, the primary responsibility for managing a flood emergency rests with the municipality, through its emergency plan. The Grand River Conservation Authority has the following roles during a flood emergency:



- a) Monitoring watershed and weather conditions to predict flooding;
- b) Operating dams and reservoirs to reduce the effects of flooding;
- c) Issuing flood warning messages to Municipal Flood Coordinators, Municipal (CEMCs) and other first responders.

### **Types of Flood Warning Messages**

In Ontario, there are three types of flood messages: Watershed Conditions Statements, Flood Watches, and Flood Warning messages.

Watershed Condition Statements include watershed outlooks and water safety messages. Watershed outlooks may be issued well before a flood. These messages are typically issued if the flood risk is higher than normal to create early awareness. Water safety messages are issued to make public aware of water hazards and take precautions to protect personal safety.

Flood Watch messages are intended to raise awareness of weather conditions that could potentially result in flooding.

Flood Warning messages warn of flooding in specific areas.

A public language brochure is included at the end of this report that explains flood messages. This was created when the provincial flood message terminology was last updated in 2012. Standard flood message terminology is used across the province.

### **Delivery of Flood Messages**

The Grand River Conservation Authority has developed a “fan-out” flood warning system to provide timely flood warnings and information to municipal officials and watershed residents. The GRCA’s primary audience during a flood event includes municipal CEMC’s, municipal Flood Coordinators and first responders.

Currently, the GRCA uses four methods to deliver flood warning messages to municipal Flood Co-ordinators, Police Services, and CEMC’s. This includes the following:

1. Hard copy fax of message to the municipality and police communication centres.
2. Email of the message with digital PDF copy of the flood message to all contacts.
3. Automated voice dial call of the recorded flood message to flood contacts.
4. Manual follow up voice call to the municipal flood co-ordinator where flood warning messages have been issued.

In the event of a flood, it is important that watershed residents and emergency response personnel be warned in sufficient time to take appropriate action to reduce flood damages and the threat of loss of life. For this reason, the GRCA provides supplementary communication of flood warning messages through:

- Traditional media outlets – a news release is issued to media distributions lists.
- GRCA website – the news release is posted on the GRCA website, and subscribers to the website will receive the news release via email. There is also a visual alert system on the homepage of the GRCA website, which provides a quick and easily accessible snapshot of the current flood status with links to more information.
- A dedicated Flood Message Twitter account – once a flood message is posted on this account, it is also shared through the GRCA’s other social media channels in order to maximize reach.

This wide-range of communications channels is utilized to help ensure that municipal responders and watershed residents receive information in as timely a manner as possible. This redundancy in communication has been created to help ensure that if one system fails, other systems and methods of communication are available. Watershed residents are encouraged to use all of the communications channels available to keep informed of flood situations, especially residents who live and work in areas prone to flooding.

**Receipt of Flood Messages by Residents or Businesses in the Floodplain**

The local municipality has responsibility for warning residents and businesses in the floodplain and enacting the local municipal emergency response plan with respect to floods. The local municipality may use a community alerting system or go door to door to warn residents. Either municipal Fire personnel or local municipal Police may deliver the door to door warning depending on the local arrangement and the severity of the flood emergency. If evacuation is required, police may assist municipal Fire personal.

Since a resident or business in the floodplain may also first become aware of a flood message through social media (GRCA, municipal or media), through the GRCA website and/or email subscription service, or through traditional media prior to being notified by the municipality, this can contribute to public confusion. Watershed residents are sometimes unsure which agency is responsible for the delivery of flood warning messages and why delays sometimes occur between different methods used to communicate flood messages.

Steps will be taken in partnership with municipalities in the watershed to clarify roles and responsibilities for the general public. For example, a public language brochure will be created explaining roles and responsibilities for flood warnings and flood response. This brochure will be created by GRCA in collaboration with local municipal Community Emergency Management Co-ordinators. Once the brochure is created it will be shared broadly.

Some rural areas of the watershed have limited media coverage after hours and on weekends. The county of Haldimand is one example. The operators of the Weather Network have been approached to discuss potential for making weather network viewers aware of flood messages. The Weather Network is a 24 hour a day service and is one of the primary sources where the public obtains information about the weather events.

**Financial implications:**

Not applicable

**Other department considerations:**

Not applicable

**Prepared by:**

Dwight Boyd  
Director of Engineering

Lisa Stocco  
Manager of Communications

Cam Linwood  
Communications Coordinator

**Approved by:**

Joe Farwell  
Chief Administrative Officer



# GRCA flood messages

New terminology effective Feb. 15, 2012

400 Clyde Road  
Cambridge, Ontario  
(519) 621-2761

The Grand River Conservation Authority, the Ministry of Natural Resources and conservation authorities across Ontario are introducing new flood message terminology in February 2012.

These changes will ensure they are all using terminology that is consistent and in line with weather terminology used by Environment Canada, the Weather Network and other agencies.

## The GRCA issues three types of messages:

### 1 **Watershed Conditions Statement** *(Previously High Water Safety Bulletin)*

These are general notices of weather conditions that could pose a risk to personal safety or which have the potential to lead to flooding.

**Watershed Conditions Statement – Water Safety:** High flows, unsafe banks, melting ice or other factors could be dangerous for recreational users, e.g. anglers, canoeists, hikers, children, pets, etc. Flooding is not expected.

**Watershed Conditions Statement – Flood Outlook:** Early notice of the potential for flooding based on weather forecasts calling for heavy rain, snow melt, high wind or other conditions that could lead to high runoff, cause ice jams or a rise in Lake Erie.

### 2 **Flood Watch** *(Previously Flood Advisory)*

Flooding is possible in specific watercourses or municipalities. Municipalities, emergency services and individual landowners in flood-prone areas should prepare.

A Flood Watch message describes watershed conditions, the potential impact and may include a forecast of water levels. Municipal flood co-ordinators should initiate a check on their flood or emergency plans, monitor potential problem areas and, if required, remain on stand-by alert. Municipal flood co-ordinators may also advise specific properties at this stage.

### 3 **Flood Warning** *(No change)*

This is the most serious type of message: flooding is imminent or already occurring in specific watercourses or municipalities.

A Flood Warning message may include a call for a specific action to be taken by flood co-ordinators and/or emergency services, e.g. closing roads and bridges, activating the emergency response plan, warning residents in specific areas or, in some cases, evacuation.

## Getting the message:



**GRCA Website**  
Flood messages are posted on the GRCA website. A graphic on the home page shows the current status and links to the flood message.

**Municipal Flood Co-ordinators**  
Flood messages are distributed to municipal flood co-ordinators through a fan-out system in partnership with police forces throughout the watershed.



**E-mail**  
Go to the Newsroom section of the GRCA website at [www.grandriver.ca](http://www.grandriver.ca) and see the item "Subscribe or unsubscribe to receive GRCA information."



**Twitter**  
To sign up click on the Twitter logo on the GRCA home page, or use Twitter to follow our feed at [grca\\_flood\\_msg](https://twitter.com/grca_flood_msg)

# Grand River Conservation Authority

**Report number:** GM-02-18-20

**Date:** February 23, 2018

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

**Subject:** Current Watershed Conditions as of February 14, 2018

## **Recommendation:**

That Report Number GM-02-18-20 – Current Watershed Conditions as of February 14, 2018 be received as information.

## **Report:**

### **Precipitation**

Precipitation in the first part of February was above the long term average across the watershed. The majority of precipitation was snow, but there was also rain and freezing rain on February 11<sup>th</sup>. The water content of the snowpack was last measured on February 1<sup>st</sup> and was much less than the long term average. Estimates of the current snowpack, based on measured precipitation since the last snow survey, puts the snowpack at between 70 and 80% of normal. The next snow survey is scheduled for February 15<sup>th</sup>.

January was a wet month with above average precipitation across the watershed. More rain than snow fell in January with two rain events on January 11<sup>th</sup> and January 22<sup>nd</sup>. These coincided with warm spells that melted the snowpack.

Monthly precipitation at the Shand and Shades climate stations from 2014 to 2018 is shown in Figure 1. Table 1 includes monthly and recent precipitation trends for select watershed climate stations.

Table 1: Precipitation Averages at Watershed Climate Stations

Station	Monthly Precipitation		Percentage of Long Term Average					
	14-Feb (mm)	Long Term Average (mm)	Current Half Month	Last Full Month	Last 3 Full Months	Last 6 Full Months	Last 12 Full Months	Last 15 Full Months
Shand	34.9	56.7	123%	133%	104%	91%	114%	119%
Conestogo	46.0	65.9	140%	109%	94%	98%	117%	116%
Guelph	34.0	54.8	124%	131%	107%	97%	121%	123%
Luther	47.7	66.4	144%	118%	100%	93%	127%	126%
Woolwich	42.9	57.6	149%	135%	116%	107%	120%	123%
Laurel	33.3	59.7	112%	116%	103%	96%	107%	112%
Shades	38.5	55.0	140%	125%	105%	102%	117%	120%
Brantford	30.0	43.3	138%	113%	97%	86%	109%	114%

\*long term averages were updated using the 1983-2016 time period

## **Air Temperatures**

The average air temperature in the first two weeks of February was below the long term average. At the Shand Dam climate stations, temperatures have generally stayed below freezing throughout the month with only a few days with temperatures near freezing. Overnight lows have been in the minus double digits, while daytime highs have been in the minus single digits.

January was a cold month with the average monthly temperature across the watershed about 1 degree below the long term average. There was high variation on a day to day basis with daily temperatures in the minus teens during the first week to plus double digits by the middle of the month and then back to seasonal. The temperature variation resulted in a couple of melt events during the month.

Figure 2 presents recent mean monthly air temperature departures from the long term average recorded at Shand Dam. Long term average temperatures were updated in January 2018 and cover the period of 1986 to 2016.

## **Lake Erie Conditions**

The level of Lake Erie continues to be above the long term average. The average lake level in January was 174.42m, which is approximately 0.43m above the long term average. Forecast water levels for Lake Erie indicate the lake level will start to increase over the next month after the current stable period. Water levels are forecast to remain above the long term average into the summer period.

Lake Erie is almost entirely ice covered, including the mouth of the Grand River. Intact ice in the mouth of the Grand River can impeded river ice from moving out into the lake and result in an ice jam. An ice jam at the mouth of the river has the potential to cause flooding in Dunnville. Staff will continue to monitor these conditions through the melt period.

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

## **Reservoir Conditions**

Shand, Conestogo and Guelph reservoirs are within their normal operating levels for this time of the year with most of the flood storage available. Luther reservoir is slightly above its normal operating level due to the lower than normal snowpack in the northern part of the watershed.

As the winter progresses, water in the snowpack will be evaluated against available storage to ensure the reservoirs can be filled in the spring, while balancing the need to maintain sufficient flood storage. Normally, filling of the reservoirs begins in mid to late February and lasts to the end of May.

Reservoir levels for 2018 are shown in Figures 4 and 5 for Shand Dam, Conestogo Dam, Guelph Dam, and Luther Dam.

## **Long Range Outlook**

Environment Canada's seasonal forecasts are predicting near normal temperatures for the February to April period, but the northern part of the watershed may have below normal temperatures. Precipitation is predicted to be above normal for the same period.

The Ministry of Natural Resources and Forestry weather forecasters provided a seasonal forecast on January 17<sup>th</sup>. They are predicting cooler than normal temperatures for the remainder of the winter and a slow start to spring. Precipitation is predicted to be above normal.

## **Flood Preparedness**

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

Planning is underway for the spring flood season. A meeting with the watershed police and Community Emergency Management Co-ordinators (CEMC's) took place on January 23<sup>rd</sup>. The annual Municipal Flood Co-ordinators Meeting was well attended on February 14<sup>th</sup>. Every municipality and police service received and acknowledged the test of the flood warning communication system on January 30<sup>th</sup>.

Recent ice conditions and locations of ice jams are presented by Figure 6. Ice jams are in place in the West Montrose, Cambridge-Blair, Brantford and Cayuga reaches of the Grand River. Ice is intact at the mouth of the Grand River at Lake Erie. An ice jam is in place in the Plattsville area of the Nith River.

Ice jams that have the highest concern at this time is the ice jam in place in the Cambridge-Blair reach in the City of Cambridge and the ice jam downstream of Cayuga in Haldimand County. The ice jams in Brantford reach is a concern, however the Brantford dike reduces the risk of flooding in the City of Brantford.

Staff met with the City of Cambridge CEMC and Flood Co-ordinators on February 13<sup>th</sup> to discuss the current ice jam in the Grand River upstream of Parkhill Dam. A presentation to Cambridge Council is scheduled for February 20<sup>th</sup> to advise council of the current potential for ice jams flooding in the City of Cambridge Preston area downstream of King Street.

At the appropriate time a request to the Canadian Coast Guard to send an ice breaker to break ice at the outlet of the Grand River will be coordinated through the Haldimand Community Emergency Management Coordinator (CEMC).

Staff are discussing the ice jam situation in downstream of the community of Cayuga with the Haldimand County flood coordinator.

The annual River Watch Meeting with internal staff is scheduled for the afternoon of February 22<sup>nd</sup>.

### **Financial implications:**

Not applicable

### **Other department considerations:**

Not applicable

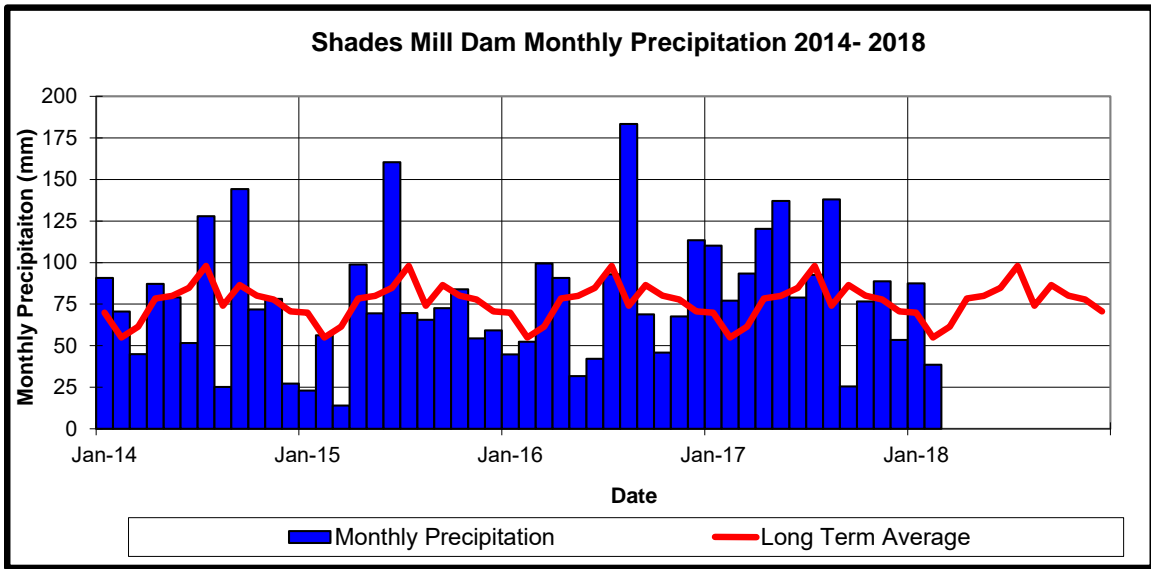
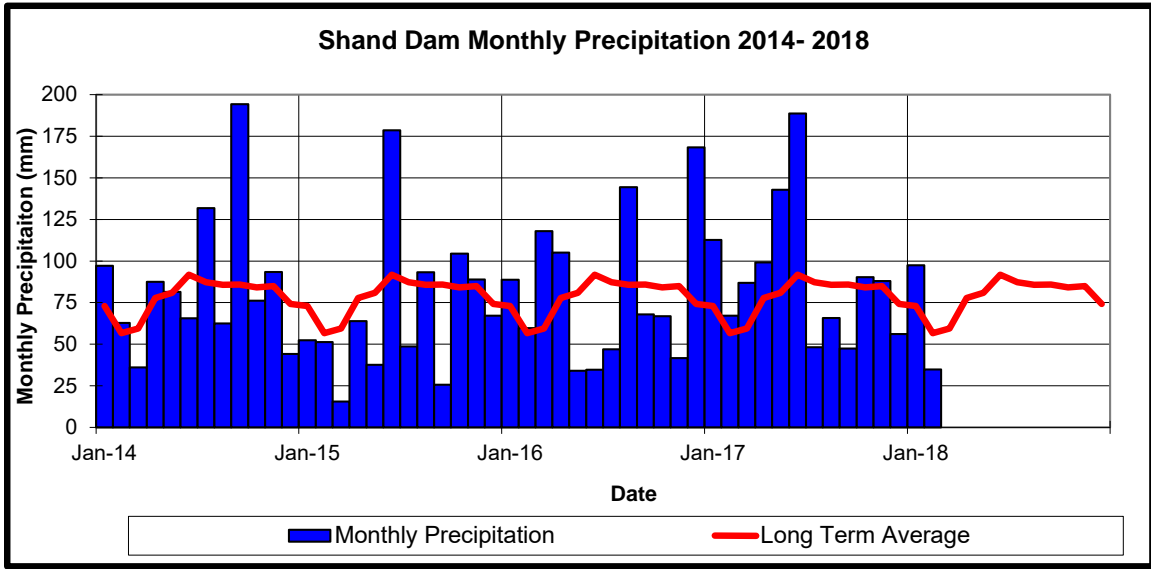
### **Prepared by:**

Stephanie Shifflett  
Water Resources Engineer

### **Approved by:**

Dwight Boyd  
Director of Engineering

Figure 1: Precipitation at Shand Dam and Shades Mill Dam 2014 to present



\* Long term average precipitation updated to cover the 1986 to 2016 period

Figure 2: Departures from Average Air Temperatures

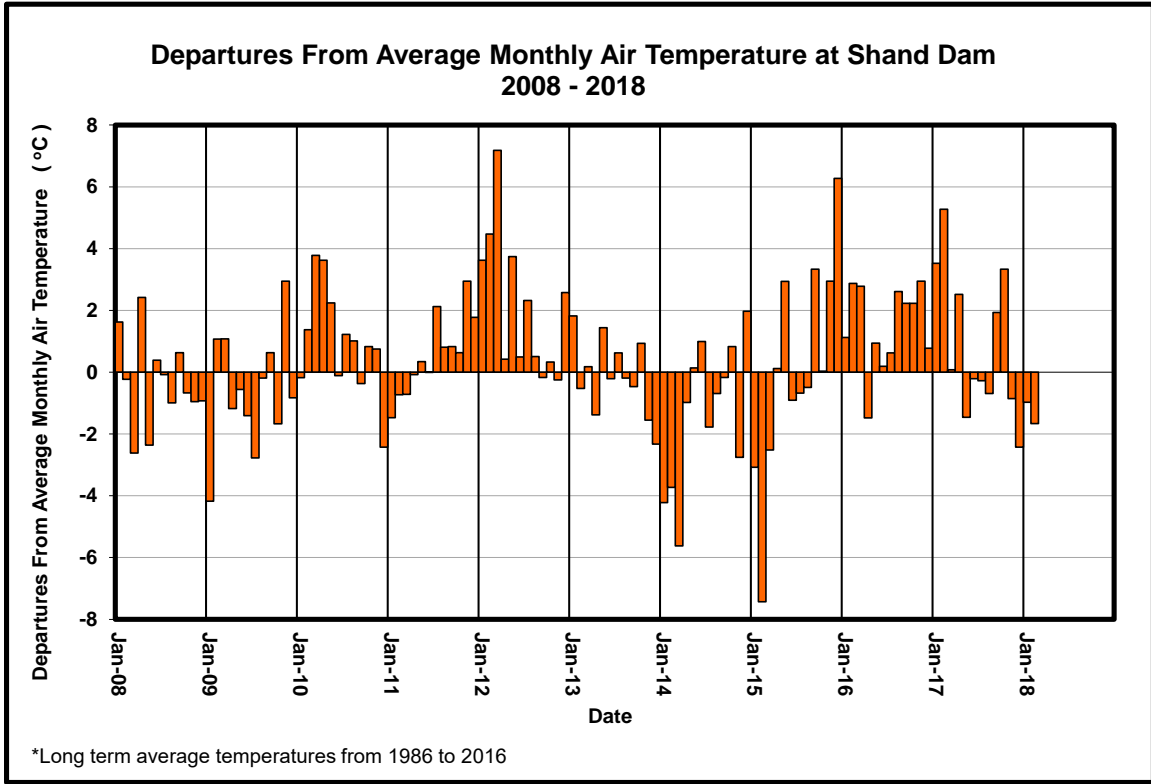


Figure 3: Forecasted Lake Erie Levels

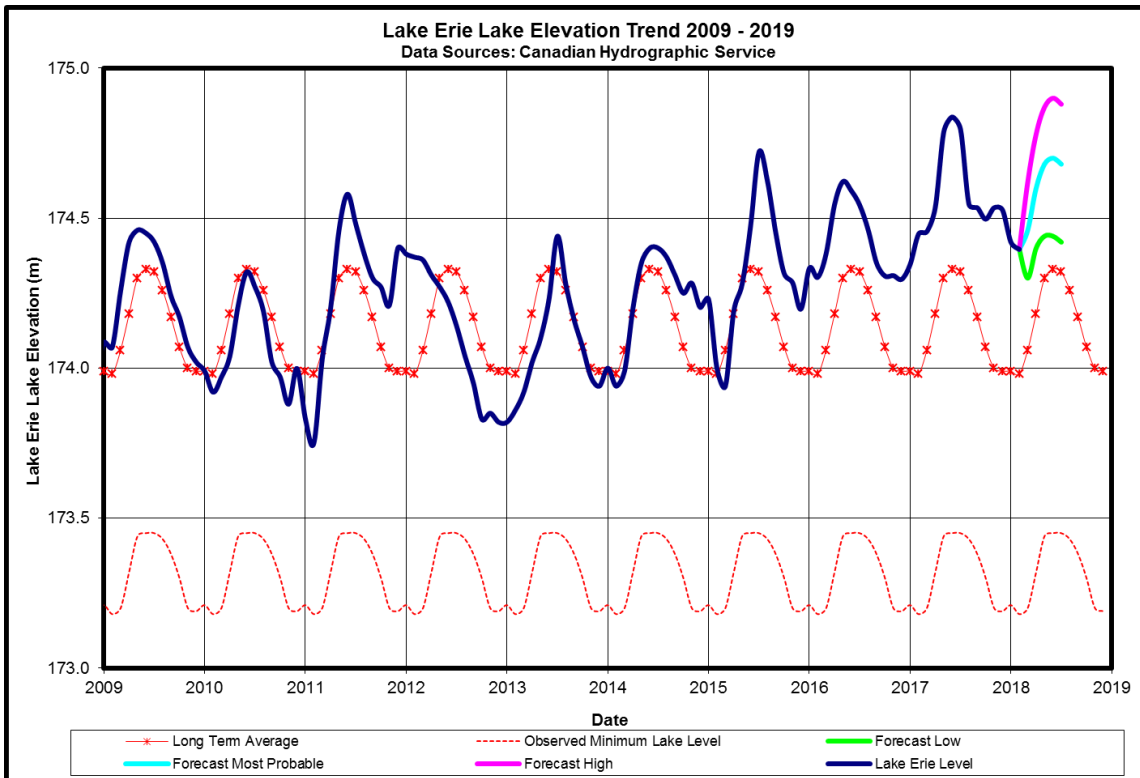




Figure 4: Shand and Conestogo Reservoir Elevation Plots

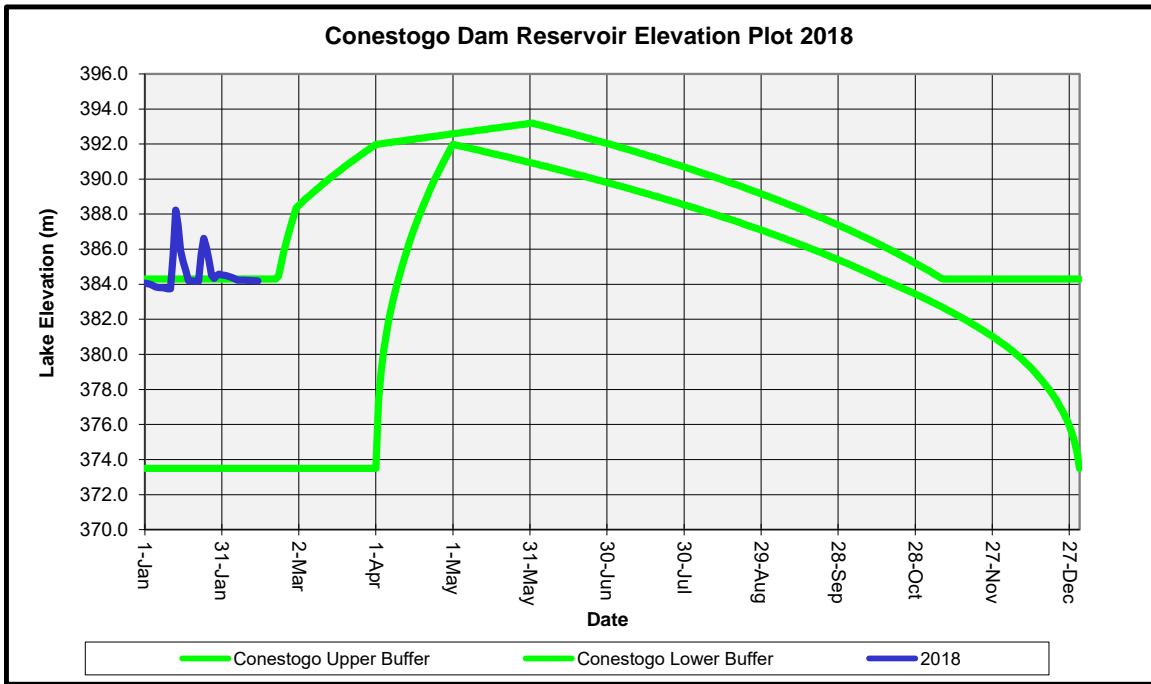
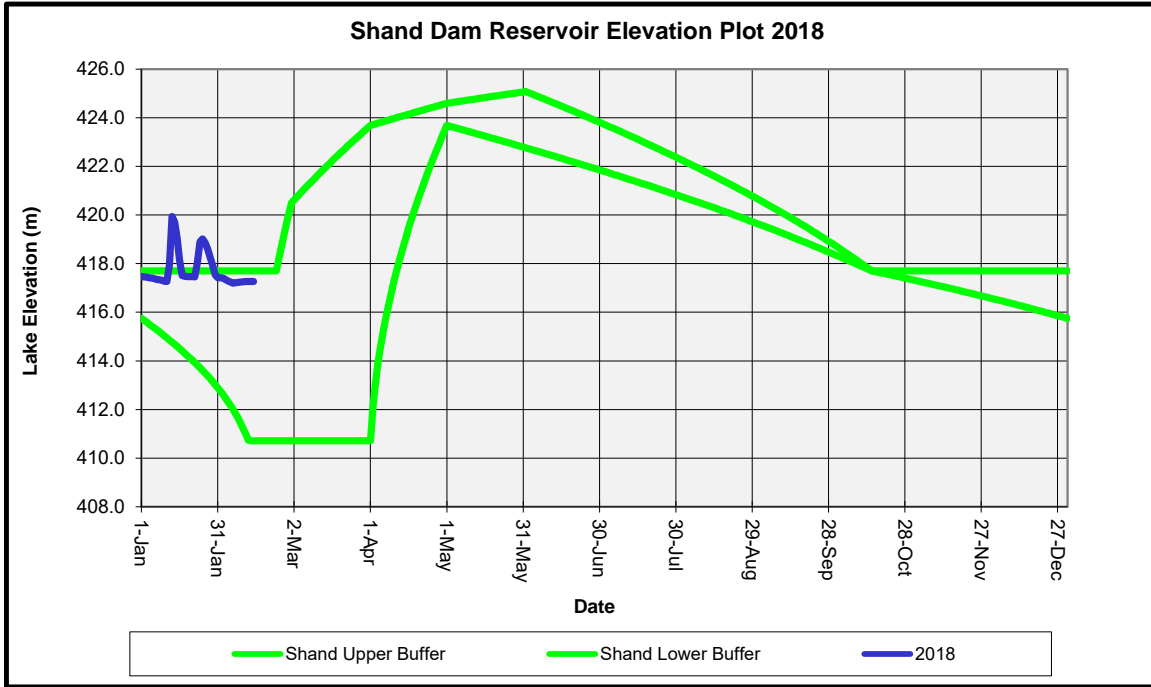
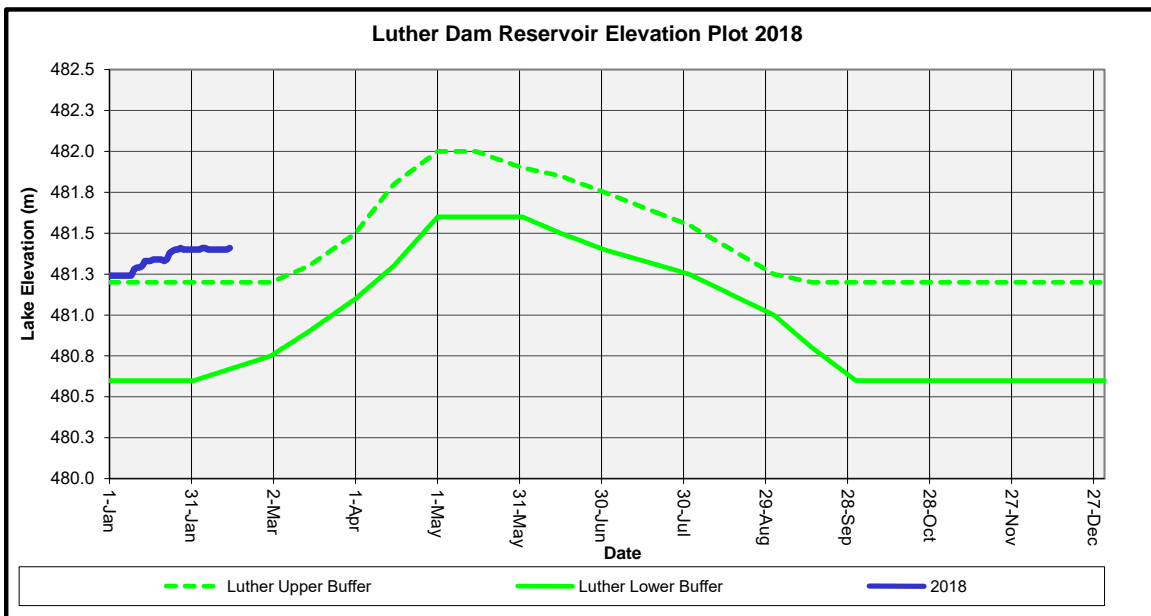
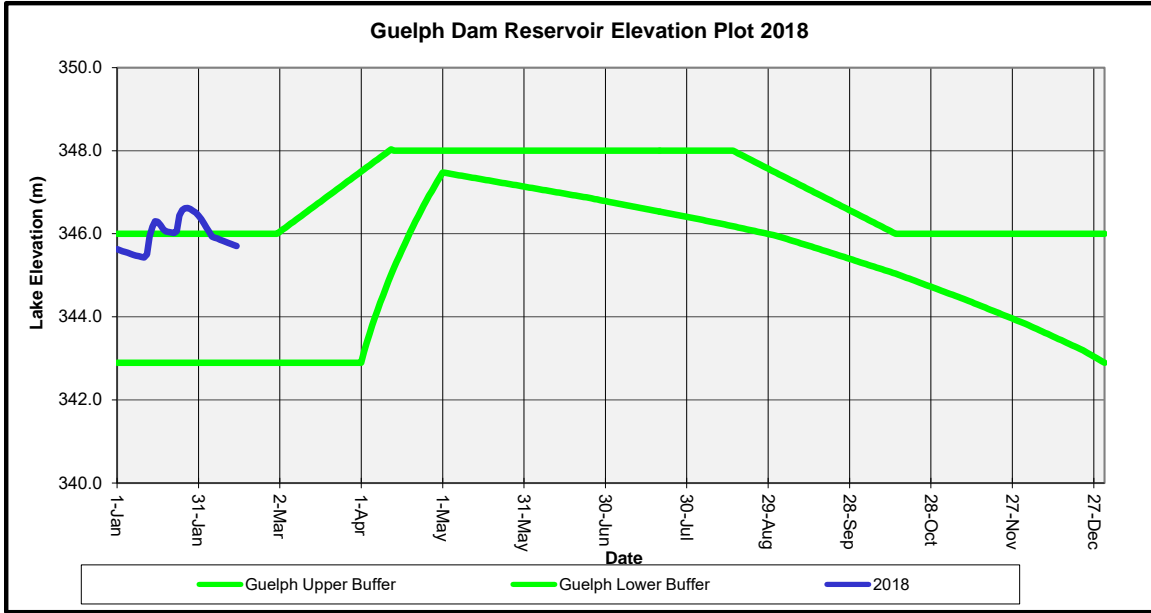


Figure 5: Guelph and Luther Reservoir Elevation Plots

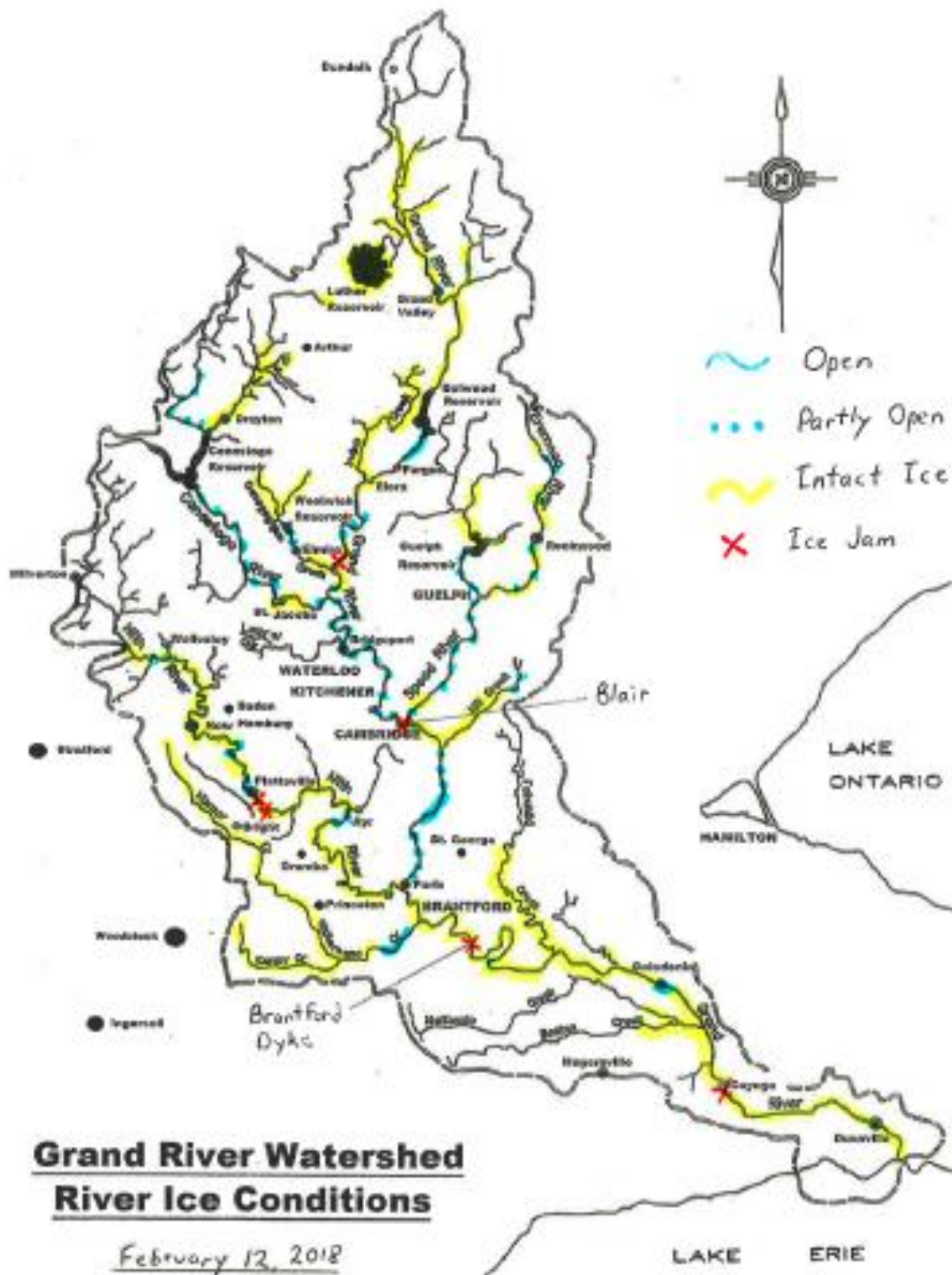


### Luther Dam Operating Curves

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

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

Figure 6: River Ice Conditions Map



# Grand River Conservation Authority

**Report number:** GM-02-18-25  
**Date:** February 23, 2018  
**To:** Members of the Grand River Conservation Authority  
**Subject:** HEC-HMS Hydrology Modeling Software Contract

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## **Recommendation:**

THAT the Grand River Conservation Authority enter into a contract U.S. Army Corps of Engineers -- Institute for Water Resources -- Hydrologic Engineering Center to complete enhancements to the US Army Corps HEC-HMS hydrology modeling software in the amount of \$66,000 USD.

## **Summary:**

An update to the hydrologic modelling software currently used by the GRCA is proposed. The province has provided special project funding to the GRCA to complete a model update. A contract is proposed with the U.S. Army Corps of Engineers -- Institute for Water Resources -- Hydrologic Engineering Center, to complete adaptations to their HEC-HMS model software.

GRCA currently uses the Guelph All Weather Sequential Event Runoff (GAWSER) hydrology model to complete surface water modeling and flood forecasting. There is uncertainty regarding the long term viability of GAWSER because of its limited user base and future retirement of the current model author.

The province provided funding in 2015 to evaluate the US Army Corps HEC-HMS hydrology model for use in Ontario. Results of this evaluation identified adapting the HEC-HMS model as the preferred approach to replace modelling capabilities provided by the GAWSER model.

The province provided a special project transfer payment fund to initiate adapting the US Army Corps HEC-HMS hydrology model for application in Ontario in 2016-17. A contract was issued to Resource Management Associates in 2016, the consultant to the US Army Corps of Engineers, to initiate upgrades to the HEC-HMS software. That contract was approved in board report GM-12-16-154.

The Ministry of Natural Resources and Forestry has provided transfer payment funds for 2017-18 to cover the full cost of the contract proposed in this report; the update to the snowmelt model in the HEC-HMS software to allow application of this software in Ontario.

A memorandum of understanding (MOU) is being developed between the U.S. Army Corps of Engineers -- Institute for Water Resources -- Hydrologic Engineering Center and the Grand River Conservation Authority. This MOU will allow the GRCA to contract directly with the U.S. Army Corps of Engineers -- Institute for Water Resources -- Hydrologic Engineering Center rather than through their consultant.

## **Report:**

The Ministry of Natural Resources and Forestry (MNRF) has provided GRCA with a special transfer payment to complete floodplain mapping related work. Part of this funding includes adapting the US Army Corps of Engineers (USACE) hydrology software HEC-HMS for use in Ontario.

Three case studies to test the HEC-HMS software in Ontario were completed in 2015 as part of a previous MNRF transfer payment. The three case studies helped prioritize enhancements needed to the HEC-HMS software to improve its ability to model hydrology in Ontario. The hydrology software is one component of the overall HEC Flood Forecasting Framework.

The current proposed enhancement includes incorporating the snowmelt model used in the current flood forecasting and hydrology model GAWSER used by the GRCA into the USACE HEC-HMS software.

The cost estimate to complete the requested software enhancement is \$66,000 USD.

This is a sole sourcing request as USACE is the developer and owner of this software.

### **Reason for pursuing HEC-HMS and HEC-RTS**

Currently GRCA and several other CAs use the Guelph All Weather Sequential Event Runoff (GAWSER) model developed at the University of Guelph. The GAWSER model provides the capability to estimate flood flows for floodplain mapping, support continuous simulation for water budget studies, includes water quality wash off modeling capabilities and is a capable Real-time Flood Forecasting model. Another important aspect of the GAWSER model is that it is a physically based model founded upon readily available data. The GAWSER model uses an appropriate amount of detail and complexity to answer most surface water modeling needs. The algorithms in GAWSER are sound and founded on good science. The versatility, flexibility and physically based nature of the model make it a very important decision support tool able to cover the range of surface water modeling needs.

There is uncertainty regarding the long term viability of GAWSER because of its limited user base and future retirement of the current model author.

Previous special project transfer payments (TP) from MNRF provided the opportunity to investigate alternatives to the GAWSER model. Beyond having similar capabilities to the GAWSER model, alternative models should be affordable, well documented, supported, be physically based, have a broad user base and good institutional arrangements. Institutional arrangements are important to ensure continued support, training and viability of the model into the future.

The United States Army Corps of Engineers (USACE) HEC models fit all these categories. The HEC model suite is affordable, well supported and has a broad user base.

Updating a surface hydrology model is an important long term business investment decision. It has financial implications both from the cost to implement the model and from the human resources needed to effectively use the model. The model selected has covered off a range of needs to make the model affordable and practical to Conservation Authorities.

Based on all these requirements, the USAE Corps suite of hydrology and hydraulic modeling software tools are recommended. The following summarizes several of the important aspects of the HEC modelling suite.

- Good long term support
- Models are tested and validated

- Good documentation exists and is maintained
- Affordable training is available
- HEC models are freely distributed and carry no annual maintenance fee
- Has the ability to estimate flood flows for floodplain mapping
- Includes continuous simulation capabilities for water budget analysis.
- Includes sediment and water quality wash off capabilities
- Has Real Time Flood Forecasting capabilities
- Integrates easily with the WISKI Hydrometric Database currently used by many CAs
- Has a broad user base Including the consulting engineering community

Use of the HEC products was further reinforced by the willingness of HEC staff to consider enhancements to the HEC-HMS software to improve its application in Ontario.

### **Real-Time Flood Forecasting Capabilities**

The US Army Corps of Engineers developed a real-time forecasting framework, the Corps Water Management System (CWMS). They use this framework to manage river systems in the Corps of Engineers field offices across the United States. Until recently CWMS was only available in the USAC field offices and was not shareable with other agencies. Recently the HEC-RTS framework was released. It provides the same functionality as the CWMS and has the ability to run on desktop PC computers and servers. The HEC-RTS framework can be implemented by the GRCA and other CAs, allowing the HEC-HMS software to be leveraged to be a real-time flood forecast model.

### **Contracting the US Army Corps of Engineers**

A memorandum of understanding (MOU) is being developed between the U.S. Army Corps of Engineers -- Institute for Water Resources -- Hydrologic Engineering Center and the Grand River Conservation Authority. This MOU will allow the GRCA to contract directly with the U.S. Army Corps of Engineers -- Institute for Water Resources -- Hydrologic Engineering Center rather than through their consultant.

### **Financial implications:**

The enhancements described in this report are fully funded by the MNRF through a special transfer payment from MNRF to GRCA.

### **Other department considerations:**

Not applicable

#### **Prepared by:**

Dwight Boyd  
Director of Engineering

#### **Approved by:**

Joe Farwell  
Chief Administrative Officer

# Grand River Conservation Authority

**Report number:** GM-02-18-21

**Date:** February 23, 2018

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

**Subject:** Playground Equipment Replacements

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## **Recommendation:**

THAT Grand River Conservation Authority award the contract for the supply and installation of playground equipment for two sites at Guelph Lake Conservation Area and one site at Byng Island Conservation Area to Henderson Recreation Equipment Limited of Simcoe, Ontario in the amount of \$119,674.99 excluding HST.

## **Summary:**

N/A

## **Report:**

In 2015 the Grand River Conservation Authority (GRCA) conducted an audit of all playground structures at 10 conservation areas. The recommendations contained in that audit have been used to develop a schedule of playground equipment replacement based on condition and life expectancy. This schedule has been incorporated into the Conservation Area Five Year Capital Forecast. The first playgrounds due for replacement are at Byng Island Conservation Area and Guelph Lake Conservation Area. These replacements are scheduled for the spring of 2018.

The Byng Island playground is relatively large and located in the day use area near the pool. It is heavily used by the large number of day use visitors who use this area. There is an additional large playground at Byng Island which serves the campgrounds but is not due for replacement until post-2021. The playground at Guelph Lake is smaller and sized to serve the surrounding seasonal campground. There are no other playgrounds located at Guelph Lake.

In addition to replacing the two existing playgrounds, it is proposed that a second, small playground be installed at Guelph Lake to serve day use visitors and nightly campers. Consequently, a total of three playgrounds installations are proposed - a large playground at Byng Island and two smaller playgrounds at Guelph Lake.

Playground suppliers offer entire catalogues of equipment options from which a new play structure can be created. The wide variety of themes, designs, materials, colours and the availability of specific components, from one supplier to the next, dictated that a

traditional design and tender process was not possible. Instead, a \$30,000 budget was established for small play structures and a \$60,000 budget for large play structures. A Request for Proposals (RFP) process was used to obtain proposals for the supply and installation of play structures that could be constructed within the respective budget limits.

Suppliers were invited to submit up to three designs for each of the budget levels. The designs were required to adhere to GRCA specifications and to maximize play opportunities for children with a variety of abilities. The specifications stated that the playground equipment should be suitable for children ages 5 – 12 with independent play components if possible. The design was also to include a 1-bay swing set (1 accessible swing, 1 baby swing) and the entire play structure was required to fit within a specified area.

Proposals were received from four suppliers however not all suppliers provided three design options. The proposals were evaluated by a staff team consisting of Dave Bennett (Director of Operations), Paul Lucier (Capital Projects Coordinator), Brad Dixon (Superintendent of Guelph Lake Conservation Area), and John Johnson (Superintendent of Byng Island Conservation Area). The evaluation considered:

- the cost to supply and install the equipment to GRCA specifications;
- the number and variety of components;
- the inclusion of accessible elements;
- play value; and
- durability and maintenance.

The results of the scoring and the associated cost for each option are shown in the table below:

Company/Option	\$30,000 Budget		\$60,000 Budget	
	Score	Cost	Score	Cost
ABC Recreation Ltd.	80	\$29,934.18	82	\$57,750.92
Henderson #1	85	\$29,998.75	81	\$59,840.14
Henderson #2	82	\$29,804.26	73	\$59,065.90
Henderson #3	84	\$29,854.57	87	\$59,821.67
Park n Play #1	81	\$28,732.68	74	\$59,500.02
Park n Play #2	80	\$26,813.71	78	\$44,512.16
Play Power #1	64	\$26,345.10	63	\$58,701.28
Play Power #2	59	\$29,907.96	67	\$59,692.71
Play Power #3	71	\$28,394.40	85	\$57,997.65

Henderson Recreation Equipment Limited received the highest evaluation scores for both the small and large playgrounds and met all of the criteria outlined in the RFP package. Conceptual renderings of two of the proposed playground structures are attached as an example of the scale and style of playground that is being proposed. The playground designs have been reviewed by the respective local municipal accessibility advisory committees for compliance with requirements of the Accessibility for Ontarians with Disabilities Act, S.O. 2005, c.11.



**Financial implications:**

The cost to supply and install the play structure at Byng Island is \$59,821.67 (excluding HST). The combined cost to supply and install the two smaller play structures at Guelph Lake is \$59,853.32 (excluding HST). The total cost to supply and install the three playgrounds from Henderson Recreation Equipment Limited is \$119,674.99 (excluding HST). The 2018 Conservation Area Capital Budget allocated \$150,000 for these projects which includes funding for some additional site works (e.g. trails) and amenity features (e.g. benches) to be completed by the GRCA.

**Other department considerations:**

None.

**Prepared by:**

Dave Bennett  
Director of Operations

**Approved by:**

Joe Farwell  
Chief Administrative Officer



# Grand River Conservation Authority

**Report number:** GM-02-18-22

**Date:** February 23, 2018

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

**Subject:** Afforestation Services for Spring 2018

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## **Recommendation:**

THAT Grand River Conservation Authority award contracts for afforestation services to Bartram Woodlands Ltd in the amount of \$10,485.50, Black River Tree Planting in the amount of \$75,660.00, and Quiet Nature Ltd in the amount of \$35,224.00 (excluding taxes).

## **Summary:**

The Grand River Conservation Authority (GRCA) carries out a variety of tree planting projects on both private land and GRCA properties each spring. Afforestation contractors are utilized to implement these projects. Costs for afforestation projects on private lands are recovered from the landowners, who may receive funding from special programs. Afforestation on GRCA lands is funded through programs such as Forests Ontario's 50 Million Tree Program.

## **Report:**

The GRCA has planted trees on private land and GRCA property for over 50 years, resulting in the planting of over 30 million trees throughout the Grand River watershed. The GRCA offers watershed residents access to a coordinated approach for afforestation services; provides forestry specialists to assist landowners with the design of their projects and assistance in accessing funding programs; procures appropriate nursery stock at bulk pricing; and enlists afforestation contractors to implement these projects.

To ensure that planting projects are successful, the GRCA seeks contractors with expertise in afforestation and naturalization style tree planting. The bare root tree planting season is compressed into a three to four week period that starts as soon as the frost leaves the ground. To accommodate this compressed season, GRCA's afforestation projects are contracted out for north and south sections of the watershed, according to the planting method and nursery stock size/type. This results in a platoon of contractors working simultaneously to ensure the completion of projects during this short time period.

GRCA advertised for prequalification of companies interested in participating in GRCA's 2018 afforestation program. Six companies submitted their prequalification documents and met the criteria for receiving the subsequent Request for Proposal (RFP). RFP's were opened at 2:00 p.m. on Friday, January 26, 2018 at the GRCA Administration Centre. The tender opening committee consisted of Karen Armstrong, Secretary-Treasurer/Deputy CAO; Dave Bennett, Director of Operations; and Nathan Munn,

Supervisor of Forestry Operations. The following table shows the bids submitted based on the planting of 126,850 trees.

Contracts			Contractor Bids			
<b>SEEDLINGS</b> (bid price per 1000)		Approx. number of trees	Quiet Nature	Bartram Woodlands	Brinkman & Associates	Black River
<b>CONTRACT 1:</b>	Machine planting	15,650		<b>\$670.00</b>	<b>\$895.00</b>	
<b>CONTRACT 2:</b>	Hand planting – north half of watershed	64,000			\$425.00	\$500.00
	Herbicide spraying	62,000			\$400.00	\$190.00
	<b>Subtotal</b>				<b>\$825.00</b>	<b>\$690.00</b>
<b>CONTRACT 3:</b>	Hand planting – south half of watershed	42,000			\$450.00	\$540.00
	Herbicide spraying	40,000			\$425.00	\$230.00
	<b>Subtotal</b>				<b>\$875.00</b>	<b>\$770.00</b>
<b>SAPLINGS AND/OR POTTED</b> (bid price per tree)		Approx. number of trees	Quiet Nature	Bartram Woodlands	Brinkman & Associates	Black River
<b>CONTRACT 4:</b>	Hand planting – north half of watershed	4,000	<b>\$6.85</b>		<b>\$8.75</b>	<b>\$6.40</b>
<b>CONTRACT 5:</b>	Hand planting – south half of watershed	1,200	<b>\$6.52</b>	<b>\$12.40</b>	<b>\$8.95</b>	<b>\$6.95</b>

In order to ensure that the successful contractors can accomplish their assigned tree planting contracts in the short time period allotted, the RFP limits an individual contractor to a maximum of two planting contracts. The terms of the RFP also provide the GRCA with the flexibility to award contracts in such a way as to maximize efficiency for the GRCA.

The recommended scenario, as shown in the table below, is the most efficient arrangement from an operational stand point. Having one contractor for all of the saplings and potted stock planting, and a separate contractor for all of the hand planting of seedlings, optimizes the ability of GRCA staff to supervise the contractors and to organize the supply chain of nursery stock throughout planting season. The recommendation also takes into consideration the level of experience in planting seedlings vs. tall stock, qualifications of the field supervisors, and the operational capacity of each company. As a comparison, the cost to award contracts on this basis is only \$1,800.00 higher than would be realized by assigning contracts based solely on the lowest cost.

<b>Contract</b>	<b>Contractor</b>	<b>Contract Value</b>
<b>CONTRACT 1:</b> Machine planting	Bartram Woodlands	\$10,485.50
<b>CONTRACT 2:</b> Hand planting seedlings (north)	Black River Tree Planting	\$43,780.00
<b>CONTRACT 3:</b> Hand planting seedlings (south)	Black River Tree Planting	\$31,880.00
<b>CONTRACT 4:</b> Hand planting saplings/potted (north)	Quiet Nature	27,400.00
<b>CONTRACT 5:</b> Hand planting saplings/potted (south)	Quiet Nature	\$7,824.00
<b>TOTAL:</b>		<b>\$121,369.50</b>

**Financial implications:**

The cost of afforestation projects on private lands are paid for by the individual property owners requiring the service. If eligible, these costs may be offset by programs such as the Rural Water Quality Program, Forests Ontario, and the Habitat Stewardship Program. Funding for planting on GRCA land are funded by external agencies such as Forests Ontario and/or through the Grand River Conservation Foundation.

GRCA's tree planting program aims for cost recovery. The amount charged to landowners for planting trees is set to allow for the costs of paying contractors to plant these trees, as well as, all of the internal shipping, handling, and storage costs. Based on the contract values of the recommended contractors, this cost recovery goal will be achieved.

**Other department considerations:**

Natural Heritage and Conservation Services staff are involved in the planning and coordination of afforestation projects on both private and GRCA lands.

**Prepared by:**

Nathan Munn, R.P.F  
Supervisor of Forestry Operations

**Approved by:**

Dave Bennett,  
Director of Operations

# Grand River Conservation Authority

**Report number:** GM-02-18-11

**Date:** February 23, 2018

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

**Subject:** Cash and Investment Status – January 2018

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**Recommendation:**

THAT Report Number GM-02-18-11 Cash and Investment Status – January 2018 be received as information.

**Summary:**

The cash position including Notes Receivable of the Grand River Conservation Authority as at January 31, 2018 was \$27,659,786 with outstanding cheques written in the amount of \$153,524.

**Report:**

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  
Secretary-Treasurer/Deputy CAO

Sonja Radoja  
Manager of Corporate Services

**Grand River Conservation Authority  
Cash and Investments Status Report  
January 31, 2018**

<b>Date Invested</b>	<b>Location</b>	<b>Type</b>	<b>Amount</b>	<b>Rate</b>	<b>Maturity</b>	<b>2018</b>
	C.I.B.C.	Current Account	1,092,099	1.9%	Below Average Prime or 1.55%	
	Wood Gundy	Current Account	39,119	0.20%		
	C.I.B.C.	Property Account	6,213	1.9%	Below Average Prime or 1.55%	
	C.I.B.C.	SPP Account	622,687	1.9%	Below Average Prime or 1.55%	
	C.I.B.C.	U.S.	658			
	C.I.B.C.	PayPal Account	10,756	1.9%	Below Average Prime or 1.55%	
	C.I.B.C.	Call Centre	23,811	1.9%	Below Average Prime or 1.55%	
	Royal Bank	Conestogo	17,231			
	Royal Bank	Brant	16,622			
	Royal Bank	Rockwood	698			
	Royal Bank	Luther	18,580			
			<u>1,848,474</u>			
September 9, 2009	CIBC Renaissance	Account	4,209,217	1.10%		46,301
October 1, 2014	CIBC Trust Savings	Account	2,211,143	1.10%		24,323
July 15, 2016	One Investment Savings	Account	4,069,906	1.67%		67,764
June 6, 2013	Royal Bank	Bond	1,000,000	2.26%	March 12, 2018	4,182
May 5, 2014	Royal Bank	Bond	987,000	2.26%	March 12, 2018	3,840
December 8, 2014	Laurentian Bank	Bond	1,578,000	2.81%	June 13, 2019	37,241
January 28, 2015	CIBC	Bond	726,046	1.80%	May 15, 2019	13,069
September 3, 2015	CIBC	Bond	2,000,000	2.25%	September 3, 2025	45,000
October 14, 2015	Laurentian Bank	Bond	1,996,000	2.50%	January 23, 2020	49,000
March 1, 2016	CIBC	Bond	1,300,000	1.70%	March 1, 2023	22,750
September 16, 2016	CIBC	Bond	1,184,000	1.30%	March 13, 2020	15,392
August 24, 2017	Royal Bank	Bond	1,000,000	2.82%	July 12, 2018	6,893
August 24, 2017	Bank of Montreal	Bond	1,550,000	1.61%	October 28, 2021	31,155
October 2, 2017	CIBC	Bond	2,000,000	1.70%	October 9, 2018	25,187
	Total G.R.C.A. Investments		<u>25,811,312</u>			<u>392,096</u>
	G.R.C.A. Funds		27,659,786			
	Outstanding Cheques		<u>153,524</u>			

**Investment By Category and Institution**

	<u>% of Total Portfolio</u>		<u>% of Total Portfolio</u>
Government	0%	Gov't of Canada	0%
		Province of Ontario	0%
Banks	84%	C.I.B.C.	53%
		Bank of Nova Scotia	0%
		Bank of Montreal	6%
		Royal Bank	12%
		Toronto Dominion	0%
		National	0%
		Laurentian	14%
Other	16%	One Investment Program	16%

# Grand River Conservation Authority

**Report number:** GM-02-18-18

**Date:** February 23, 2018

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

**Subject:** Financial Summary for the Period Ending January 31, 2018

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## **Recommendation:**

THAT the Financial Summary for the period ending January 31, 2018 be approved.

## **Summary:**

The Financial Summary includes the 2018 *actual* income and expenditures. The budget approved at the February 23, 2018 General Meeting is included in the *Budget* column. The *Current Forecast* column will indicate an estimate of income and expenditures for the whole year. Any changes between the *Current Forecast* and the *Previous Forecast* will be discussed during the meeting. At this time a surplus of \$NIL at year-end is anticipated.

## **Report:**

The Financial Summary is attached.

## **Financial implications:**

The activity summarized will result in a NIL net result at December 31, 2018.

## **Other department considerations:**

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

## **Prepared by:**

## **Approved by:**

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Sonja Radoja  
Manager Corporate Services

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Karen Armstrong  
Secretary-Treasurer/Deputy CAO



**GRAND RIVER CONSERVATION AUTHORITY  
STATEMENT OF OPERATIONS  
FOR THE PERIOD ENDING January 31, 2018**

SCHEDULE		Actual 2017	Budget 2018	Actual YTD	Previous Forecast	Current Forecast	Forecast Change
<b>REVENUE</b>							
<b>Municipal</b>							
General Municipal Levy (Operating)	various	10,025,000	10,302,000	0	10,302,000	10,302,000	0
General Municipal Levy (Capital)	various	1,050,000	1,050,000	0	1,050,000	1,050,000	0
Special Municipal Levy	various	0	150,000	99,411	150,000	150,000	0
Other	various	1,132,936	830,000	702,122	830,000	830,000	0
		<b>12,207,936</b>	<b>12,332,000</b>	<b>801,533</b>	<b>12,332,000</b>	<b>12,332,000</b>	<b>0</b>
<b>Government Grants</b>							
MNRF Transfer Payments	various	871,073	871,073	0	871,073	871,073	0
Source Protection Program-Provincial	various	1,570,408	1,575,000	80,880	1,575,000	1,575,000	0
Other Provincial	various	933,723	1,432,500	381,613	1,432,500	1,432,500	0
Federal	various	433,700	70,000	461,157	70,000	70,000	0
		<b>3,808,904</b>	<b>3,948,573</b>	<b>923,650</b>	<b>3,948,573</b>	<b>3,948,573</b>	<b>0</b>
<b>Self Generated</b>							
User Fees and Sales							
<i>Enquiries and Permits</i>	4	515,729	491,400	37,942	491,400	491,400	0
<i>Plan Input and Review</i>	4	457,368	410,000	81,256	410,000	410,000	0
<i>Nursery and Woodlot Management</i>	5	460,894	465,000	2,495	465,000	465,000	0
<i>Consulting</i>	4	0	0	3,726	0	0	0
<i>Conservation Lands Income</i>	10	53,610	71,000	741	71,000	71,000	0
<i>Conservation Areas User Fees</i>	13	8,480,836	8,000,000	13,503	8,000,000	8,000,000	0
<i>Nature Centres and Camps</i>	8	928,125	942,000	12,851	942,000	942,000	0
<i>Merchandising and Sales</i>	8	473	0	38	0	0	0
Property Rentals	11	2,937,919	2,900,700	835,089	2,900,700	2,900,700	0
Hydro Generation	12	572,154	470,000	0	470,000	470,000	0
Land Sales	10	0	0	0	0	0	0
Grand River Conservation Foundation	various	698,380	399,000	0	399,000	399,000	0
Donations	various	72,602	314,000	295,557	314,000	314,000	0
Landowner Contributions	5	200,118	200,000	1,568	200,000	200,000	0
Investment Income	14	442,984	450,000	3,808	450,000	450,000	0
Miscellaneous Income	various	98,391	48,000	2,832	48,000	48,000	0
<b>Total Self-Generated Revenue</b>		<b>15,919,583</b>	<b>15,161,100</b>	<b>1,291,406</b>	<b>15,161,100</b>	<b>15,161,100</b>	<b>0</b>
<b>TOTAL REVENUE</b>		<b>31,936,423</b>	<b>31,441,673</b>	<b>3,016,589</b>	<b>31,441,673</b>	<b>31,441,673</b>	<b>0</b>

**GRAND RIVER CONSERVATION AUTHORITY  
STATEMENT OF OPERATIONS  
FOR THE PERIOD ENDING January 31, 2018**

SCHEDULE	Actual 2017	Budget 2018	Actual YTD	Previous Forecast	Current Forecast	Forecast Change	
<b>EXPENSES</b>							
<b>OPERATING</b>							
Water Resources Planning & Environment	1	1,994,193	2,221,800	99,619	2,221,800	2,221,800	0
Flood Forecasting and Warning	2	700,905	800,400	36,779	800,400	800,400	0
Water Control Structures	3	1,550,381	1,725,700	63,204	1,725,700	1,725,700	0
Resource Planning	4	1,872,317	1,977,900	86,600	1,977,900	1,977,900	0
Forestry & Conservation Land Property Taxes	5	1,339,953	1,376,500	55,148	1,376,500	1,376,500	0
Conservation Services	6	764,450	861,000	41,219	861,000	861,000	0
Communications & Foundation	7	595,594	714,900	38,699	714,900	714,900	0
Environmental Education	8	1,326,109	1,316,400	44,108	1,316,400	1,316,400	0
Corporate Services	9	2,917,332	3,399,987	188,180	3,399,987	3,399,987	0
Conservation Lands	10	1,758,357	1,947,000	78,097	1,947,000	1,947,000	0
Property Rentals	11	2,178,441	1,595,400	37,533	1,595,400	1,595,400	0
Hydro Production	12	177,078	130,000	7,018	130,000	130,000	0
Conservation Areas	13	6,903,045	7,110,000	112,125	7,110,000	7,110,000	0
Miscellaneous	14	109,038	70,000	621	70,000	70,000	0
Information Systems	16	1,100,195	1,136,000	82,363	1,136,000	1,136,000	0
Motor Pool	16	789,383	898,000	34,610	898,000	898,000	0
Less: Internal Charges (IS & MP)	16	(1,889,578)	(2,034,000)	(116,973)	(2,034,000)	(2,034,000)	0
<b>Total OPERATING Expenses</b>		<b>24,187,193</b>	<b>25,246,987</b>	<b>888,950</b>	<b>25,246,987</b>	<b>25,246,987</b>	<b>0</b>
<b>CAPITAL</b>							
Water Resources Planning & Environment	1	73,117	110,000	14,166	110,000	110,000	0
Flood Forecasting and Warning	2	204,172	190,000	20,336	190,000	190,000	0
Water Control Structures	3	1,112,074	1,500,000	65,678	1,500,000	1,500,000	0
Nature Centres	8	0	0	0	0	0	0
Conservation Areas	13	859,691	1,820,000	5,588	1,820,000	1,820,000	0
Corporate Services	9	0	0	0	0	0	0
Information Systems	16	227,780	200,000	19,192	200,000	200,000	0
Motor Pool	16	170,756	500,000	9,718	500,000	500,000	0
Less: Internal Charges (IS & MP)	16	(461,383)	(410,000)	113,953	(410,000)	(410,000)	0
<b>Total Capital Expenses</b>		<b>2,186,207</b>	<b>3,910,000</b>	<b>248,631</b>	<b>3,910,000</b>	<b>3,910,000</b>	<b>0</b>
<b>SPECIAL</b>							
Water Resources Planning & Environment	1	279,571	285,000	10,249	285,000	285,000	0
Flood Forecasting and Warning	2	132,927	850,000	3,264	850,000	850,000	0
Forestry	5	185,284	270,000	2,238	270,000	270,000	0
Conservation Services	6	1,281,536	936,000	18,410	936,000	936,000	0
Communications	7	0	0	0	0	0	0
Environmental Education	8	260,266	0	0	0	0	0
Conservation Land Purchases	10	139,401	0	40,972	0	0	0
Conservation Lands	10	553,129	420,000	1,625	420,000	420,000	0
Property Development	11	0	50,000	0	50,000	50,000	0
Hydro Generation	12	112,472	300,000	0	300,000	300,000	0
Miscellaneous	14	28,890	35,000	0	35,000	35,000	0
Source Protection Program	15	1,570,408	1,575,000	80,880	1,575,000	1,575,000	0
<b>Total SPECIAL PROJECTS Expenses</b>		<b>4,543,884</b>	<b>4,721,000</b>	<b>157,638</b>	<b>4,721,000</b>	<b>4,721,000</b>	<b>0</b>
<b>Total Expenses</b>		<b>30,917,284</b>	<b>33,877,987</b>	<b>1,295,219</b>	<b>33,877,987</b>	<b>33,877,987</b>	<b>0</b>
<b>Gross Surplus</b>		<b>1,019,139</b>	<b>(2,436,314)</b>	<b>1,721,370</b>	<b>(2,436,314)</b>	<b>(2,436,314)</b>	<b>0</b>
<b>Prior Year Surplus Carryforward</b>		<b>315,832</b>	<b>412,314</b>	<b>315,832</b>	<b>412,314</b>	<b>412,314</b>	<b>0</b>
<b>Net Funding FROM/(TO) Reserves</b>		<b>(922,657)</b>	<b>2,024,000</b>	<b>140,405</b>	<b>2,024,000</b>	<b>2,024,000</b>	<b>0</b>
<b>NET SURPLUS</b>		<b>412,314</b>	<b>0</b>	<b>2,177,607</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Grand River Conservation Authority

**Report number:** GM-02-18-15

**Date:** February 23, 2018

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

**Subject:** Weighted Voting – 2018 Budget and General Levy

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## **Recommendation:**

THAT Report number GM-02-18-15 - Weighted Voting – 2018 Budget and General Levy be received as information.

## **Summary:**

The non-matching Levy of a Conservation Authority must be approved by the General Membership, with each member's vote weighted by Modified Current Value Assessment as outlined in Ontario Regulation 139/96.

## **Report:**

Ontario Regulation 139/96 provides the basis for weighted voting to approve a Conservation Authority's non-matching Levy. The formula caps any one municipality at 50%, in order to ensure that support is required from more than one participating municipality. In the case of Grand River Conservation Authority (GRCA), the Region of Waterloo's Modified Current Value Assessment (CVA) exceeds 50% of the watershed CVA, but under this formula, each of the Region's ten members are assigned a weighting of 5%. The remaining 50% is spread among the other members according to the proportion of CVA that their municipalities represent.

Attached, is a copy of the Regulation as well as the calculations of the weighted voting that will be used for the 2018 Budget and General Levy.

## **Financial implications:**

The proposed total General Levy for 2018 is \$11,352,000, which includes:

Matching Levy: \$871,073

Non-matching Levy: \$10,480,927 (operating and capital)

GRCA traditionally conducts a weighted vote on the total amount of the General Levy.

## **Other department considerations:**

The weight of each member's vote has been calculated on the basis of 26.75% of the Modified Current Value Assessment for the City of Hamilton being allocated to the Grand River watershed (which represents 12.2% of the Grand River watershed's assessment).

**Prepared by:**

Karen Armstrong  
Deputy CAO and Secretary-Treasurer

**Approved by:**

Joe Farwell  
CAO

**Conservation Authorities Act**  
**ONTARIO REGULATION 139/96**  
**MUNICIPAL LEVIES**

**1. (1)** In this Regulation,

“non-matching levy” means a levy approved by a weighted majority of the members at a meeting for which 30 days notice was provided to the affected municipalities and at which a recorded vote was taken;

“weighted majority” means the votes of 51 per cent of those represented after the votes are weighted by the percentage that applied under this definition in 1997 for each municipality. O. Reg. 139/96, s. 1 (1); O. Reg. 231/97, s. 1 (1); O. Reg. 106/98, s. 1.

(1.1) A notice provided under subsection (1) for a meeting must include the amount of the non-matching levy to be voted on and must be accompanied by the financial information relied on in support of that levy. O. Reg. 231/97, s. 1 (2).

(2) For the purpose of the definition of “weighted majority”, the weighting for a municipality may not exceed 50 per cent of the total weighting, except where the majority of the members of a conservation authority are appointed by one municipality. O. Reg. 139/96, s. 1 (2).

**2.** A non-matching levy may be levied by conservation authorities against participating municipalities. O. Reg. 139/96, s. 2.

**3.** The total of non-matching levies for any project or activity. O. Reg. 139/96, s. 3.

**Grand River Conservation Authority  
2018 General Levy - Weight of Votes by Members**

<u>Municipality or Group</u>	<u>Municipalities in Group</u>	<u>CVA in W/S (2017, Modified)</u>	<u>%</u>	<u>Adjusted C.V.A</u>	<u>Adj. %</u>	<u>Current Number of Members</u>	<u>Weight of Vote per Member</u>
Region of Waterloo		86,368,658,183	51.2%	82,188,540,267	50.0%	10	5.0%
Region of Halton		3,765,423,823	2.2%	3,765,423,823	2.3%	1	2.3%
City of Hamilton		20,633,705,664	12.2%	20,633,705,664	12.6%	1	12.6%
County of Oxford		1,337,821,840	0.8%	1,337,821,840	0.8%	1	0.8%
City of Brantford		12,178,149,735	7.2%	12,178,149,735	7.4%	2	3.7%
City of Guelph		22,830,352,868	13.5%	22,830,352,868	13.9%	2	6.9%
County of Brant		4,853,942,092	2.9%	4,853,942,092	3.0%	2	1.5%
Twp of Ctr Wellington		4,246,127,695	2.5%	4,246,127,695	2.6%	1	2.6%
Group 1:	Twp of Southgate	48,904,125					
	Twp of Amaranth	534,116,241					
	Twp of E. Garafraxa	398,514,773					
	Town of Gr. Valley	396,850,584					
	Twp of Melancthon	269,653,692					
		1,648,039,415	1.0%	1,648,039,415	1.0%	1	1.0%
Group 2:	Twp of Mapleton	1,338,297,198					
	Twp of Wellington North	730,712,708					
		2,069,009,906	1.2%	2,069,009,906	1.3%	1	1.3%
Group 3:	Town of N. Perth	35,405,902					
	Twp of Perth East	640,364,869					
		675,770,771	0.4%	675,770,771	0.4%	1	0.4%
Group 5:	Twp of Guelph/Eramosa	2,374,434,372					
	Town of Erin	1,089,270,942					
	Twp of Puslinch	1,662,748,514					
		5,126,453,828	3.0%	5,126,453,828	3.1%	1	3.1%
Haldimand & Norfolk Counties							
	Haldimand County	2,414,440,864					
	Norfolk County	409,301,766					
		2,823,742,630	1.7%	2,823,742,630	1.7%	2	0.9%
Grand Total		168,557,198,449	100.0%	164,377,080,534	100.0%	26	

## Vote

**Grand River Conservation Authority**  
**2018 General Levy - Weight of Votes by Members**  
**February 23, 2018**

<u>Member</u>	<u>Municipality/Group</u>	<u>Weight</u>	<u>Absent</u>	<u>Present</u>	<u>In Favour</u>	<u>Opposed</u>
Les Armstrong	Region of Waterloo	5.0%				
Sue Foxton	Region of Waterloo	5.0%				
Helen Jowett	Region of Waterloo	5.0%				
Geoff Lorentz	Region of Waterloo	5.0%				
Jane Mitchell	Region of Waterloo	5.0%				
Joe Nowak	Region of Waterloo	5.0%				
Wayne Roth	Region of Waterloo	5.0%				
Sandy Shantz	Region of Waterloo	5.0%				
Warren Stauch	Region of Waterloo	5.0%				
Elizabeth Clarke	Region of Waterloo	5.0%				
Bernie Corbett	Haldimand & Norfolk Counties	0.9%				
Fred Morison	Haldimand & Norfolk Counties	0.9%				
Cindy Lunau	Region of Halton	2.3%				
George Stojanovic	City of Hamilton	12.6%				
Bruce Banbury	County of Oxford	0.8%				
David Neumann	City of Brantford	3.7%				
Vic Prendergast	City of Brantford	3.7%				
Bob Bell	City of Guelph	6.9%				
Mike Salisbury	City of Guelph	6.9%				
Guy Guardhouse	Group 1:	1.0%				
Pat Salter	Group 2:	1.3%				
George Wicke	Group 3:	0.4%				
Kirk McElwain	Twp of Ctr Wellington	2.6%				
Chris White	Group 5:	3.1%				
Brian Coleman	County of Brant	1.5%				
Shirley Simons	County of Brant	1.5%				
		100.0%	0.0%	0.0%	0.0%	0.0%

# Grand River Conservation Authority

**Report number:** GM-02-18-17

**Date:** February 23, 2018

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

**Subject:** Budget 2018

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## **Recommendation:**

See Annual General Meeting agenda item 14d.

## **Summary:**

The proposed 2018 Budget includes total spending of \$34,347,987

It also includes the following General Levy amount:

Matching Levy	\$ 871,073
Non-Matching Levy	\$ 9,430,927
Capital Levy	\$ 1,050,000
TOTAL GENERAL LEVY	\$11,352,000

It is proposed that each member municipality's share of the 2018 General Levy be calculated using "Modified Current Value Assessment". The 2018 budget levy distribution is no longer making an adjustment for Hamilton. This action is in response to an order issued by the Mining and Lands Commissioner on December 21, 2017.

The *Policies and Procedures for the Administration of the Municipal Regulation for Non-matching Levy* states that a Conservation Authority must give participating municipalities 30 days notice of a meeting where the members will establish the General Levy. This notice, along with a copy of the Preliminary 2018 Budget was sent to participating municipalities on January 22, 2018. At the February 23<sup>th</sup>, 2018 General Membership meeting the members will vote on the 2018 Budget and General Levy.

## **Report:**

Drafts of the 2018 Budget were presented to the General Membership on September 22, 2017 and January 26, 2018. Since the last draft was tabled, a couple departmental budgets have been adjusted.



## Summary – Proposed Budget 2018

Revenue	\$ 31,161,673
Funding from Reserves	\$ 2,774,000
Year 2017 Surplus	\$ 412,314
Expenditures & Transfers to Reserves	<u>(\$ 34,347,987)</u>
Net Surplus/(Deficit)	<u>\$ NIL</u>

## Reserve Position

Actual Balance 12/31/17	\$22,697,229
Budget 2018 NET Decrease to Reserves	<u>(\$ 2,024,000)</u>
Budgeted Balance 12/31/18	\$20,673,229

### Changes made since draft # 2 (January 26<sup>th</sup>, 2018)

#### A. Special Projects expenses/funding increased \$770,000

(\$740,000) Source Protection Program expenses increased  
\$740,000 Provincial funding increased

(\$ 30,000) Natural Heritage Study-Wellington expenses increased  
\$ 30,000 Municipal funding increased.

#### B. Capital spending increased \$200,000

(\$200,000) Motor Pool capital expenses increased  
\$200,000 Funding from Motor Pool reserve increased

#### C. Surplus from 2017 increased by \$102,314 (details below)

The Source projection budget is approved by the province in March but preliminary discussions with the province indicate that the budget will likely be approved. If the final approval differs appropriate forecast adjustments will be made.

The Motor Pool capital budget was increased to reflect the carryover of the purchase of two tractors from 2017 to 2018 plus the purchase of an additional tractor in 2018.

### Year 2017 Surplus

The 2017 surplus is \$412,314. The 2018 budget draft #2 included a \$310,000 surplus, to be used to lessen the need to increase general municipal levy in 2018 and to help fund file management project, communications strategy, legal costs, and contribution to Guelph nature centre. This budget includes a 2.5% general municipal levy increase. The additional surplus of \$102,314 has been allocated as outlined below.

Allocation of additional \$102,314 Surplus

a) Expense Increases:

\$ 50,000 Legal Expenses (related to Mining and Lands Commissioner)

\$ 20,000 Labour Relations Expenses

\$ 30,000 Training and Staff Development Expenses

\$ 2,314 Operating General Expense

Municipal General Levy Apportionment

Due to a recent decision of the Mining and Lands Commissioner, the 2018 levy apportionment will not include an adjustment for the City of Hamilton, which had been made to the levy apportionment in the past. As a result, Hamilton's share of the total levy increases from 2.4% to 12.6% and the amount apportioned to all other participating municipalities will decrease by an equivalent amount. The background of this change is outlined in board report "Budget 2018 – General Levy Apportionment Update" dated January 26, 2018. The City of Hamilton has advised GRCA that they will request a Judicial Review of the Mining and Lands Commissioner's decision. At this point, it is not possible to predict whether that request will be granted and if there is potential for adjustments to the 2018 levy apportionment.

Attached:

Summary Reserve Report– Budget 2018

2018 Budget Package

**Financial implications:**

See report section.

**Prepared by:**

Sonja Radoja  
Manager Corporate Services

**Approved by:**

Karen Armstrong  
Secretary-Treasurer/Deputy CAO



# **2018 BUDGET**

**February 23, 2018**

**Grand River Conservation Authority**

**2018 Budget**

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## **GRCA 2018 Budget Highlights**

The Grand River Conservation Authority is a successful partnership of municipalities, working together to promote and undertake wise management of the water and natural resources of the Grand River watershed.

The Grand River stretches 300 kilometres from Dundalk in Dufferin County to Port Maitland on Lake Erie. It takes in one of the fastest growing regions in the province, with a population of almost 1,000,000. The Grand River watershed is also home to some of the most intensively farmed land in the nation.

The prospect of high growth and the impact on water and natural resources and the quality of life present an enormous challenge to the GRCA, municipalities and all watershed residents. It creates an urgent need to work co-operatively to care wisely for the Grand River and its resources.

The work of the GRCA is divided into seven business areas:

- Reducing flood damages
- Improving water quality
- Maintaining reliable water supply
- Protecting natural areas and biodiversity
- Watershed planning
- Environmental education
- Outdoor recreation

In order to carry out these functions, the GRCA draws revenues from a variety of sources:

- User fees, such as park admissions, nature centre programs, planning fees and others which are set to offset most, if not all, the cost of these services
- Revenues from property rentals and hydro generation at our dams
- Municipal levies, which are applied primarily to watershed management programs
- Municipal grants dedicated to specific programs, such as the Rural Water Quality Program and Water Quality Monitoring
- Provincial transfer payments for water management operating expenses
- Provincial grants for specific purposes, such as studies on Source Water Protection and Capital Projects related to water management
- Donations from the Grand River Conservation Foundation for programs such as outdoor education, tree nursery operations and various special projects
- Federal grants and other miscellaneous sources of revenue

The GRCA continues to work on the development and implementation of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region, including the Grand River watershed, as part of the provincial Source Protection Program under the *Clean Water Act, 2006*. All four Source Protection Plans are approved and in effect. Besides supporting municipalities and other agencies in implementing the plans, the focus in 2018 is on updates to the Grand River Source Protection Plan, including water quantity risk assessment studies, development of water quantity policies, updating water quality vulnerability assessments, and the development of an annual progress reporting framework.

The Water Management Plan was endorsed in 2014 as an update to the 1982 Grand River Basin Study that charts a course of actions to reduce flood damages, ensure water supplies, improve water quality and build resilience to deal with a changing climate. The third annual progress report – A Report on Actions was published in 2017. Municipal, provincial and federal government and Six Nations Water Managers meet quarterly to report on the progress of the commitments they made in the Plan. Annual progress reporting is projected through to 2019. Technical work will started in 2018 on a state of the resource report, it is planned to be completed in 2019

During 2018 GRCA will continue to address impacts of Emerald Ash Borer on GRCA lands and will seek financial resources to manage this infestation.

At the end of 2014 GRCA received approval for four years of funding for a volunteer coordination program. This program became fully operational during 2015 and will continue through 2018.

Major water control capital projects planned for 2018 include upgrades to backup generators and fuel systems at Guelph and Woolwich dams, refurbishment of the gates at Woolwich Dam, a gate failure modes analysis of the Conestogo Dam gates, installation of new stoplog gains and stoplogs at Caledonia Dam, and continued design and rehabilitation of portions of the Brantford, Bridgeport, Cambridge and New Hamburg dykes. Design of the repair of a portion of the Cambridge riverwall is being coordinated with a City of Cambridge project to build a river level walkway at the base of the floodwall.

## **1. Watershed Management and Monitoring**

Watershed management and monitoring programs protect watershed residents from flooding and provide the information required to develop appropriate resource management strategies and to identify priority actions to maintain a healthy watershed. Activities include operation of flood and erosion control structures such as dikes and dams; flood forecasting and warning; water quality monitoring; natural heritage restoration and rehabilitation projects; water quantity assessment; watershed and subwatershed studies.

### **Operating Expenditures:**

Water Resources Planning and Environment	\$2,221,800	(Table 1)
Flood Forecasting and Warning	\$ 800,400	(Table 2)
Water Control Structures	\$1,725,700	(Table 3)

**Capital Expenditures:** **\$1,800,000** (Section B)

**Total Expenditures:** **\$6,547,900**

**Revenue sources:** Municipal levies and provincial grants.

## **2. Planning**

Program areas:

- a) Natural Hazard Regulations  
The administration of conservation authority regulations related to development in the floodplain, and other natural hazards e.g. wetlands, slopes, shorelines and watercourses.
- b) Plan Input and Review  
Planning and technical review of municipal planning documents and recommending environmental policies for floodplains, wetlands and other environmentally significant areas; providing advice and information to municipal councils on development proposals and severances; review of environmental assessments; and providing outside consulting services on a fee-for-service basis to other conservation authorities and agencies.

**Operating Expenditures:**        **\$1,977,900** (Table 4)

**Capital Expenditures:**        **NIL**

**Revenue sources:** Permit fees, enquiry fees, plan review fees, provincial grants and municipal levy

## **3. Watershed stewardship**

The watershed stewardship program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound water and environmental practices that will enhance, restore or protect their properties. Some activities are reforestation through the Burford Tree Nursery and tree planting programs, the Rural Water Quality Program, restoration and rehabilitation projects, providing conservation information through brochures, publications, the web site and media contacts.

**Operating Expenditures:**

Forestry & Conservation Land Taxes	\$ 1,376,500 (Table 5)
Conservation Services	\$ 861,000 (Table 6)
Communications and Foundation	\$ 714,900 (Table 7)

**Capital Expenditures:**        **NIL**

**Total Expenditures:**        **\$2,952,400**

**Revenue sources:**

Municipal levies and grants, provincial grants, tree sales, landowner contributions, donations from the Grand River Conservation Foundation and other donations.

## **4. Conservation Land Management**

This includes expenses and revenues associated with the acquisition and management of land owned or managed by the GRCA including woodlots, provincially significant wetlands (e.g. Luther Marsh, Dunnville Marsh), passive conservation areas, rail-trails and a number of rental properties. Activities include forest management, woodlot thinning, and hydro production at our dams.

### **Operating Expenditures:**

Conservation Lands, Rentals, Misc                   \$3,612,400 (Table 10-Conservation Lands)  
Hydro Production   \$ 200,000 (Table 10-Hydro Production)

**Capital Expenditures:**                                 **NIL**

**Total Expenditures:**                                 **\$3,812,400**

### **Revenue sources:**

Property rentals, hydro production, timber sales, conservation land income, donations from the Grand River Conservation Foundation

## **5. Education**

The GRCA operates six nature centres, which provide curriculum-based programs to about 50,000 students from six school boards and independent schools throughout the watershed. In addition, about 16,000 members of the public attend day camps and weekend family and community events.

**Operating Expenditures:**                   **\$1,346,400** (Table 8)

**Capital Expenditures:**                   **NIL**

**Revenue sources:** School boards, nature centre user fees, community event fees, donations from the Grand River Conservation Foundation and municipal general levy.

## **6. Recreation**

This includes the costs and revenues associated with operating the GRCA's 11 active conservation areas. The GRCA offers camping, hiking, fishing, swimming, skiing and other activities at its parks. It provides 2,500 campsites, making it the second-largest provider of camping accommodation in Ontario. About 1 million people visit GRCA parks each year. The parks are financially self-sufficient.

**Operating Expenditures:**                   **\$7,410,000** (Table 10)

**Capital Expenditures:**                   **\$1,820,000** (Section B)

**Total Expenditures:**                   **\$9,230,000**

### **Revenue sources:**

Conservation Area user fees, government grants and donations.

## **7. Corporate services**

This includes the cost of head office functions such as accounting and human resources, as well as the cost of facilities, insurance, consulting and legal fees and expenses relating to the General Membership.

**Operating Expenditures:**                   **\$3,469,987** (Table 9)

**Capital Expenditures:**                   **\$ 290,000** (Section B)

**Total Expenditures:**                   **\$3,759,987**

**Revenue sources:** Municipal levies and provincial grants.

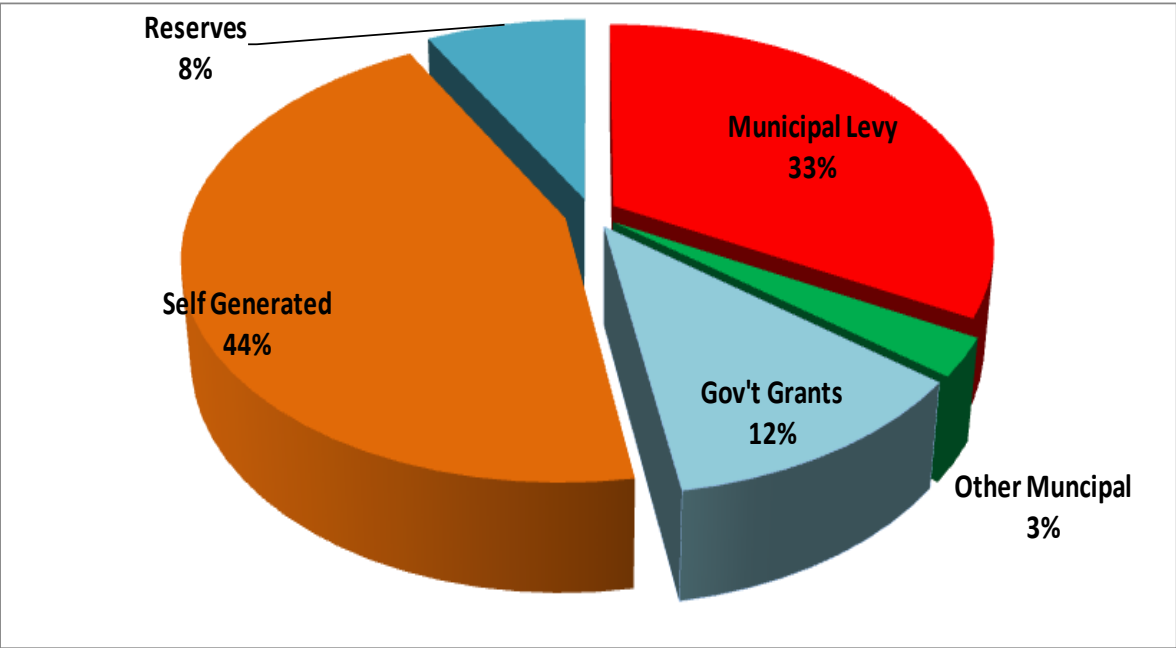


**BUDGET 2018 - Summary of Revenue and Expenditures**

FUNDING		Actual 2017	Budget 2017	Budget 2018	Budget Incr/(decr)
Municipal General Levy Funding		11,075,000	11,075,000	11,352,000	277,000 2.5%
Other Government Grants		4,941,840	4,093,073	4,928,573	835,500 20.4%
Self-Generated Revenue		15,969,937	14,626,032	15,293,414	667,382 4.6%
Funding from Reserves		1,416,864	1,204,400	2,774,000	1,569,600 130.3%
<b>TOTAL FUNDING</b>		<b>33,403,641</b>	<b>30,998,505</b>	<b>34,347,987</b>	<b>3,349,482</b> 10.8%
EXPENDITURES		Actual 2017	Budget 2017	Budget 2018	Budget Incr/(decr)
Base Programs - Operating includes funding to reserves	SECTION A	26,002,979	24,822,105	25,716,987	894,882 3.61%
Base Programs - Capital	SECTION B	2,444,464	2,663,400	3,910,000	1,246,600 46.80%
Special Projects	SECTION C	4,543,884	3,513,000	4,721,000	1,208,000 34.4%
<b>TOTAL EXPENDITURES</b>		<b>32,991,327</b>	<b>30,998,505</b>	<b>34,347,987</b>	<b>3,349,482</b> 10.8%
<b>NET RESULT</b>		<b>412,314</b>	<b>-</b>	<b>-</b>	

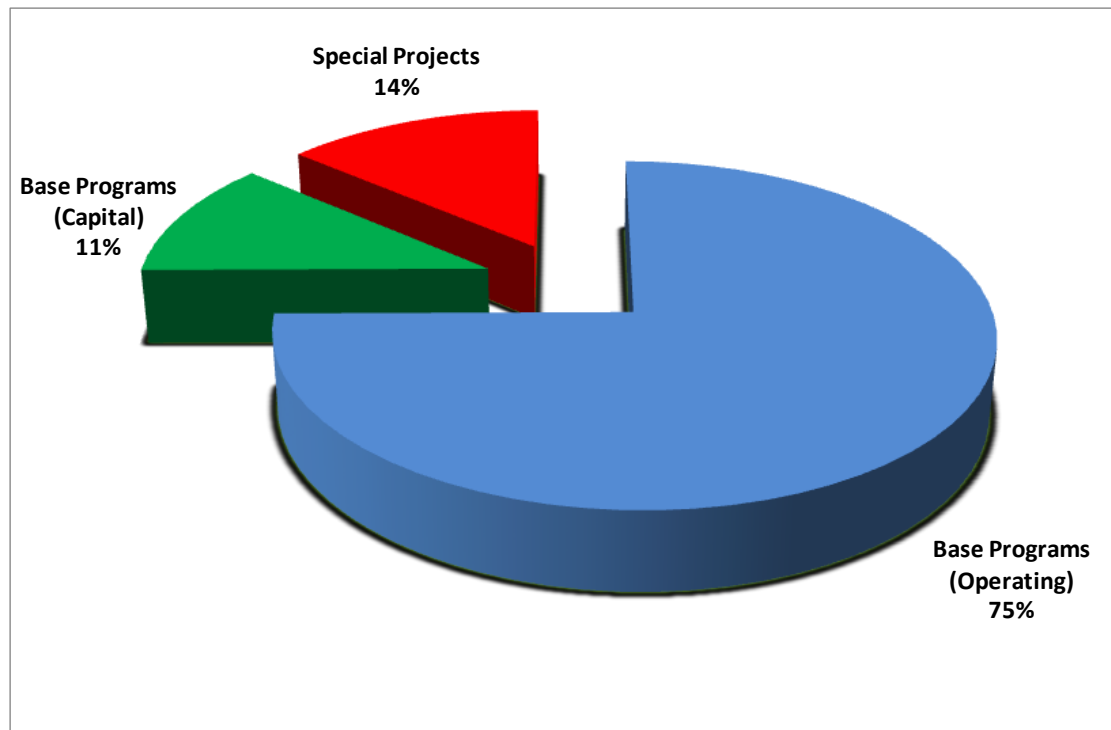
# 2018 Budget – Revenue by Source

Total 2018 Budget Revenue = \$34.3 Million (\$ 31.0 Million in 2017)

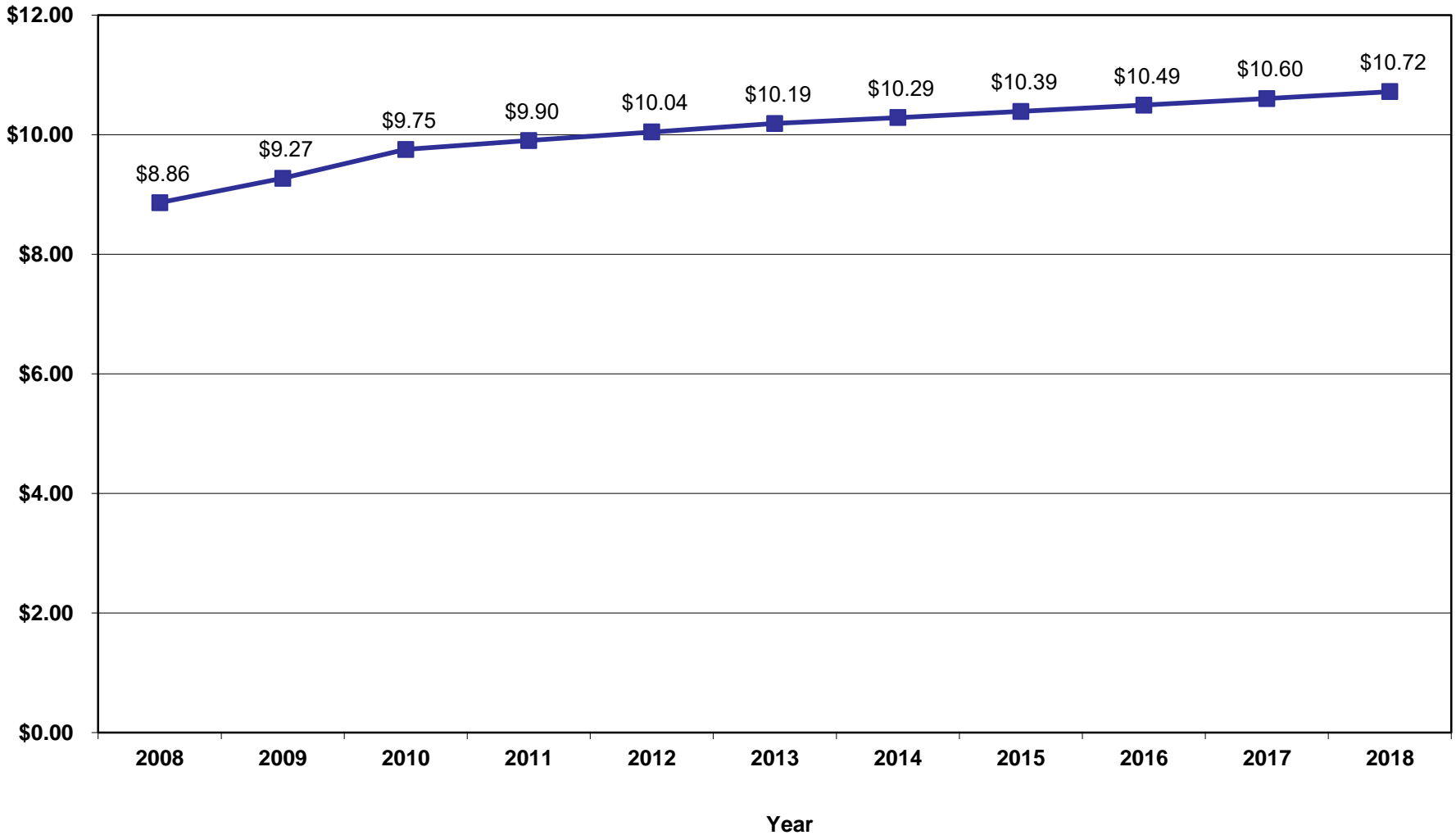


# 2018 Budget – Expenditures by Category

2018 Budget Expenditures = \$34.3 Million (\$ 31.0 Million in 2017)



# GRCA Per Capita Levy 2008 to 2018



GRAND RIVER CONSERVATION AUTHORITY

**Budget 2018 - 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	Surplus available to offset Municipal Levy Increase	Conservation Land and Rental Management and Misc	Hydro Production	Conservation Areas	TOTAL		
<b>2018 OPERATING</b>																	
TOTAL EXPENSES	A	2,221,800	800,400	1,725,700	1,977,900	1,376,500	861,000	714,900	1,346,400	3,469,987		3,612,400	200,000	7,410,000	25,716,987	A	
TOTAL OTHER FUNDING	B	150,700	252,955	400,350	1,015,968	707,000	148,000	0	992,000	155,000		3,300,700	470,000	7,410,000	15,002,673	B	
"Other Programs" Surplus/(Loss)	B less A																
Loss to be offset with Levy	C											41,700	(311,700)	270,000	-	(41,700)	
Surplus 2017 carried forward to 2018												(412,314)				412,314	
2018 Levy	A less B less C	2,071,100	547,445	1,325,350	961,932	669,500	713,000	714,900	354,400	3,314,987	(370,614)	0	0	0	10,302,000	C	
															0	NET RESULT	
<b>Levy Increase:</b>																	
2018 Levy		2,071,100	547,445	1,325,350	961,932	669,500	713,000	714,900	354,400	3,314,987	(370,614)				10,302,000		
2017 Levy		2,030,600	527,345	1,278,550	981,832	632,700	689,500	676,900	319,300	3,159,705	(271,432)				10,025,000		
Levy Increase over prior year		40,500	20,100	46,800	(19,900)	36,800	23,500	38,000	35,100	155,282	(99,182)	n/a	n/a	n/a	277,000		
<b>2018 CAPITAL</b>																	
TOTAL EXPENSES	A	110,000	190,000	1,500,000						290,000				1,820,000	3,910,000		
TOTAL OTHER FUNDING	B	50,000	-	700,000						290,000				1,820,000	2,860,000		
2018 Levy	A less B	60,000	190,000	800,000						-				-	1,050,000		
<b>Levy Increase:</b>																	
2018 Levy		60,000	190,000	800,000						-				-	1,050,000		
2017 Levy		60,000	190,000	800,000						-				-	1,050,000		
Levy Increase over prior year		-	-	-						-				-	-		
<b>2018 SPECIAL</b>																	
TOTAL EXPENSES	A	285,000	850,000	1,575,000		270,000	936,000					505,000	300,000		4,721,000		
TOTAL OTHER FUNDING	B	285,000	850,000	1,575,000		270,000	936,000					505,000	300,000		4,721,000		
2018 Levy	A less B	-	-	-		-	-					-	-		-		
															TOTAL EXPENSES	34,347,987	
															TOTAL FUNDING	34,347,987	
															NET RESULT	-	

## Grand River Conservation Authority Summary of Municipal Levy - 2018 Budget

	% CVA in Watershed	2017 CVA Modified	CVA in Watershed	CVA-Based Apportionment	2018 Budget Matching Admin & Maintenance Levy	2018 Budget Non Matching Admin & Maintenance Levy	2018 Budget Capital Levy	2018 Budget Total Levy	Actual 2017 Levy	% Change
Brant County	84.0%	5,778,502,491	4,853,942,092	2.88%	25,085	271,586	30,233	326,904	354,137	-7.7%
Brantford C	100.0%	12,178,149,735	12,178,149,735	7.22%	62,933	681,380	75,862	820,175	897,489	-8.6%
Amaranth Twp	82.0%	651,361,270	534,116,241	0.32%	2,760	29,884	3,327	35,971	39,009	-7.8%
East Garafraxa Twp	80.0%	498,143,467	398,514,773	0.24%	2,059	22,297	2,482	26,838	29,452	-8.9%
Town of Grand Valley	100.0%	396,850,584	396,850,584	0.24%	2,051	22,204	2,472	26,727	27,291	-2.1%
Melancthon Twp	56.0%	481,524,449	269,653,692	0.16%	1,393	15,087	1,680	18,160	19,694	-7.8%
Southgate Twp	6.0%	815,068,745	48,904,125	0.03%	253	2,736	305	3,294	3,620	-9.0%
Haldimand County	41.0%	5,888,880,157	2,414,440,864	1.43%	12,477	135,090	15,040	162,607	183,117	-11.2%
Norfolk County	5.0%	8,186,035,325	409,301,766	0.24%	2,115	22,901	2,550	27,566	30,831	-10.6%
Halton Region	10.3%	36,402,339,213	3,765,423,823	2.23%	19,459	210,679	23,456	253,594	271,150	-6.5%
Hamilton City	26.8%	77,135,348,277	20,633,705,664	12.24%	106,629	1,154,477	128,534	1,389,640	263,512	427.4%
Oxford County	37.7%	3,548,847,438	1,337,821,840	0.79%	6,913	74,852	8,334	90,099	99,302	-9.3%
North Perth T	2.0%	1,770,295,097	35,405,902	0.02%	183	1,981	221	2,385	2,563	-6.9%
Perth East Twp	40.0%	1,600,912,173	640,364,869	0.38%	3,309	35,829	3,989	43,127	45,952	-6.1%
Waterloo Region	100.0%	86,368,658,180	86,368,658,180	51.24%	446,327	4,832,414	538,023	5,816,764	6,314,548	-7.9%
Centre Wellington Twp	100.0%	4,246,127,695	4,246,127,695	2.52%	21,943	237,575	26,451	285,969	312,036	-8.4%
Erin T	49.0%	2,223,001,923	1,089,270,942	0.65%	5,629	60,946	6,785	73,360	81,701	-10.2%
Guelph C	100.0%	22,830,352,868	22,830,352,868	13.54%	117,980	1,277,382	142,218	1,537,580	1,646,748	-6.6%
Guelph Eramosa Twp	100.0%	2,374,434,372	2,374,434,372	1.41%	12,270	132,852	14,791	159,913	175,520	-8.9%
Mapleton Twp	95.0%	1,408,733,893	1,338,297,198	0.79%	6,916	74,879	8,337	90,132	95,992	-6.1%
Wellington North Twp	51.0%	1,432,770,017	730,712,708	0.43%	3,776	40,884	4,552	49,212	53,415	-7.9%
Puslinch Twp	75.0%	2,216,998,019	1,662,748,514	0.99%	8,593	93,032	10,358	111,983	127,922	-12.5%
<b>Total</b>		<b>278,433,335,387</b>	<b>168,557,198,449</b>	<b>100.00%</b>	<b>871,053</b>	<b>9,430,947</b>	<b>1,050,000</b>	<b>11,352,000</b>	<b>11,075,000</b>	<b>2.5%</b>

# **SECTION A**

## **BASE PROGRAMS – OPERATING**

## SECTION A - Operating Budget

GRAND RIVER CONSERVATION AUTHORITY

### Budget 2018 vs Budget 2017

	Actual 2017	Budget 2017	Budget 2018	Incr/(Decr)	%age change
<b>EXPENDITURES</b>					
OPERATING EXPENSES	26,002,979	24,822,105	25,716,987	894,882	3.61%
<b>Total Expenses</b>	<b>26,002,979</b>	<b>24,822,105</b>	<b>25,716,987</b>	<b>894,882</b>	<b>3.61%</b>
<b>SOURCES OF FUNDING</b>					
MUNICIPAL GENERAL LEVY (NOTE)	9,586,312	10,025,000	10,302,000	277,000	2.76%
MUNICIPAL SPECIAL LEVY	35,200	50,000	50,000	-	0.00%
OTHER GOVT FUNDING	925,704	938,573	938,573	-	0.00%
SELF-GENERATED	14,352,119	13,168,700	13,840,100	671,400	5.10%
RESERVES	787,812	324,000	174,000	(150,000)	-46.30%
SURPLUS CARRYFORWARD	315,832	315,832	412,314	96,482	30.55%
<b>Total BASE Funding</b>	<b>26,002,979</b>	<b>24,822,105</b>	<b>25,716,987</b>	<b>894,882</b>	<b>3.61%</b>

NOTE: See "Summary of Revenue, Expenditures and Changes in Municipal Levy" for details of \$277,000 levy increase.



## **TABLE 1**

### **(a) Watershed Studies**

This category includes watershed and subwatershed studies. These studies provide the strategic framework for understanding water resources and ecosystem form, functions and linkages. These allow for assessment of the impacts of changes in watershed resources and land use. Watershed studies also identify activities and actions that are needed to minimize the adverse impacts of change. This program supports other plans and programs that promote healthy watersheds.

#### *Specific Activities:*

- Carry out or partner with municipalities and other stakeholders on integrated subwatershed plans for streams and tributaries. Subwatershed Plans are technical reports which provide comprehensive background on how surface water, groundwater, terrestrial and aquatic ecosystems function in a subwatershed. The plans recommend how planned changes such as urbanization can take place in a sustainable manner.

### **(b) Water Resources Planning and Environment and Support**

This category includes the collection and analysis of environmental data and the development of management plans for protection and management of water resources and natural heritage systems. These programs assist with implementation of monitoring water and natural resources and assessment of changes in watershed health and priority management areas.

#### *Specific Activities:*

- operate 8 continuous river water quality monitoring stations, 73 stream flow monitoring stations, 27 groundwater monitoring stations, and 37 water quality monitoring stations in conjunction with MOE, apply state-of-the-art water quality assimilation model to determine optimum sewage treatment options in the central Grand, and provide technical input to municipal water quality issues
- analyze and report on water quality conditions in the Grand River watershed
- maintain a water budget to support sustainable water use in the watershed, and maintain a drought response program
- analyze water use data for the watershed and provide recommendations for water conservation approaches
- provide advice to Provincial Ministries regarding water use permits to ensure that significant environmental concerns are identified so that potential impacts can be addressed.

### **(c) Resource Management Division Support**

Provides support services to the Engineering and Resource Management Divisions including support for Flood Forecasting and Warning and Water Control Structures.

#### ***Specific Spending:***

- administrative services
- travel, communication, staff development and computer
- insurance

### **(d) Natural Heritage Management**

The natural heritage management program includes those activities associated with providing service and/or assistance to municipalities, private and public landowners and community groups on sound environmental practices that will enhance, restore or protect the aquatic and terrestrial ecosystems. The program includes watershed scale natural heritage assessments and implements restoration activities on GRCA land..

#### ***Specific Activities:***

- maintain and promote the ‘Grand River Fisheries Management Plan’.
- implement “best bets” for protection and enhancement of fisheries, work with outside agencies, non-government organizations and the public to improve fish habitat through stream rehabilitation projects including the implementation of the recommendations of the watershed studies.
- maintain and implement the Forest Management Plan for the Grand River watershed and develop and implement components of the watershed Emerald Ash Borer strategy
- carry out restoration and rehabilitation projects for aquatic and terrestrial ecosystems e.g. species at risk and ecological monitoring on GRCA lands, and prescribed burn activities and community events such as tree planting and stream restoration
- provide technical input and review services for applications that may affect the watershed ecosystems.

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

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2017</b>	<b>Budget 2018</b>	<b>Budget Change</b>
<b>Expenses:</b>				<b>incr/(decr)</b>
Salary and Benefits	1,469,253	1,541,600	1,587,900	46,300
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	256,974	306,900	313,000	6,100
Insurance	115,267	126,000	110,000	-16,000
Other Operating Expenses	152,699	206,800	210,900	4,100
Amount set aside to Reserves		-	-	
<b>TOTAL EXPENSE</b>	<b>1,994,193</b>	<b>2,181,300</b>	<b>2,221,800</b>	<b>40,500</b>
<b>Funding</b>				<b>(incr)/decr</b>
Municipal Other	35,200	50,000	50,000	0
MNR Grant	33,200	33,200	33,200	0
Prov & Federal Govt	23,465	37,500	37,500	0
Donations	-	3,000	3,000	0
Funds taken from Reserves	-	27,000	27,000	0
<b>TOTAL FUNDING</b>	<b>91,865</b>	<b>150,700</b>	<b>150,700</b>	<b>-</b>
<b>Net Funded by General Municipal Levy</b>	<b>1,902,328</b>	<b>2,030,600</b>	<b>2,071,100</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>40,500</b>

## **TABLE 2**

### **Flood Forecasting and Warning**

The flood warning system includes the direct costs associated with monitoring the streams, and rivers in order to effectively provide warnings and guidance to municipalities and watershed residents during flood emergencies.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

#### ***Specific Activities:***

- maintain a 'state of the art' computerized flood forecasting and warning system.
- operate a 24 hour, year-round, on-call duty officer system to respond to flooding matters.
- collect and manage data on rainfall, water quantity, reservoir conditions, water levels from 56 stream flow gauges, 24 rainfall gauges, and 12 snow courses.
- use data radio and Voice Alert system to continuously, monitor river conditions and detect warning levels, assist municipalities with emergency planning, and respond to thousands of inquiries each year.
- Assist municipalities with municipal emergency planning and participate in municipal emergency planning exercises when requested.

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

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2017</b>	<b>Budget 2018</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	373,875	449,700	463,200	13,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	255,233	255,700	260,800	5,100
Other Operating Expenses	71,797	74,900	76,400	1,500
Amount set aside to Reserves	65,000			
<b>TOTAL EXPENSE</b>	<b>765,905</b>	<b>780,300</b>	<b>800,400</b>	<b>20,100</b>
<b>Funding</b>				(incr)/decr
MNR Grant	252,955	252,955	252,955	-
Prov & Federal Govt	1,260	-	-	-
<b>TOTAL FUNDING</b>	<b>254,215</b>	<b>252,955</b>	<b>252,955</b>	<b>-</b>
<b>Net Funded by General Municipal Levy</b>	<b>511,690</b>	<b>527,345</b>	<b>547,445</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>20,100</b>

### **TABLE 3**

#### **Water Control Structures**

This category includes costs associated with the capital and maintenance of structures, the primary purpose of which is to provide protection to life and property. These structures include dams, dykes, berms and channels etc. Also included in this category are non-flood control dams and weirs, which maintain upstream water levels.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

#### ***Specific Activities:***

- operate and maintain 7 major multi-purpose reservoirs, which provide flood protection and flow augmentation, and 25 kilometres of dykes in 5 major dyke systems (Kitchener-Bridgeport, Cambridge-Galt, Brantford, Drayton and New Hamburg)
- ensure structural integrity of flood protection infrastructure through dam safety reviews, inspections and monitoring, reconstruction of deteriorating sections of floodwalls and refurbishing of major components of dams
- carry out capital upgrades to the flood control structures in order to meet Provincial standards
- operate and maintain 22 non-flood control dams, which are primarily for aesthetic, recreational, or municipal water supply intake purposes
- develop and implement plans to decommission failing or obsolete dams
- ice management activities to prevent or respond to flooding resulting from ice jams
- develop and implement public safety plans for structures

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

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2017</b>	<b>Budget 2018</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	1,103,590	1,136,000	1,170,100	34,100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	14,271	28,000	28,600	600
Property Taxes	163,892	183,500	189,000	5,500
Other Operating Expenses	268,628	331,400	338,000	6,600
Amount set aside to Reserves	128,500	-	-	-
<b>TOTAL EXPENSE</b>	<b>1,678,881</b>	<b>1,678,900</b>	<b>1,725,700</b>	<b>46,800</b>
<b>Funding</b>				(incr)/decr
MNR Grant	400,350	400,350	400,350	-
<b>TOTAL FUNDING</b>	<b>400,350</b>	<b>400,350</b>	<b>400,350</b>	<b>-</b>
<b>Net Funded by General Municipal Levy</b>	<b>1,278,531</b>	<b>1,278,550</b>	<b>1,325,350</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>46,800</b>

## **TABLE 4**

### **(a) PLANNING - Regulations**

This category includes costs and revenues associated with administering the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation* made under the *Conservation Authorities Act*. This includes permit review, inspections, permit issuance, enforcement and follow-up, which may include defending appeals.

#### ***Specific Activities:***

- Process over 800 permits each year related to development, alteration or activities that may interfere with the following types of lands:
  - ravines, valleys, steep slopes
  - wetlands including swamps, marshes, bogs, and fens
  - any watercourse, river, creek, floodplain or valley land
  - the Lake Erie shoreline
- The regulation applies to the development activities listed below in the areas listed above:
  - the construction, reconstruction, erection or placing of a building or structure of any kind,
  - any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure
  - site grading
  - the temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere.
- maintain policies and guidelines to assist in the protection of sensitive environmental lands (i.e. Policies for the Administration of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation)
- enforcement of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation and maintain compliance policies and procedures
- update and maintain flood line mapping; develop natural hazards mapping in digital format to be integrated into municipal planning documents and Geographic Information Systems



## **(b) PLANNING - Municipal Plan Input and Review**

This program includes costs and revenues associated with reviewing Official Plans, Secondary and Community Plans, Zoning Bylaws, Environmental Assessments, development applications and other proposals, in accordance with Conservation Authority and provincial or municipal agreements. It also includes watershed management consulting outside of the Grand River watershed, which is done from time-to-time on a fee-for-service basis.

### ***Specific Activities:***

- review municipal planning and master plan documents and recommend environmental policies and designations for floodplains, wetlands, natural heritage areas, fisheries habitat, hazard lands and shorelines, which support GRCA regulations and complement provincial polices and federal regulations
- provide advice to municipalities regarding environmental assessments, and other proposals such as aggregate and municipal drain applications to ensure that all environmental concerns are adequately identified and that any adverse impacts are minimized or mitigated
- provide information and technical advice to Municipal Councils and Committees and Land Division Committees regarding development applications to assist in making wise land use decisions regarding protection of people and property from natural hazard areas such as flood plains and erosion areas and protection and enhancement of wetlands, fish and wildlife habitat and natural heritage systems

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

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2017</b>	<b>Budget 2018</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	1,594,807	1,656,500	1,706,200	49,700
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	193,435	213,800	218,100	4,300
Other Operating Expenses	84,075	52,600	53,600	1,000
<b>TOTAL EXPENSE</b>	<b>1,872,317</b>	<b>1,922,900</b>	<b>1,977,900</b>	<b>55,000</b>
<b>Funding</b>				(incr)/decr
Provincial	6,831	-	-	-
MNR Grant	114,568	114,568	114,568	-
Self Generated	973,097	826,500	901,400	(74,900)
<b>TOTAL FUNDING</b>	<b>1,094,496</b>	<b>941,068</b>	<b>1,015,968</b>	<b>(74,900)</b>
<b>Net Funded by General Municipal Levy</b>	<b>777,821</b>	<b>981,832</b>	<b>961,932</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>(19,900)</b>

## **TABLE 5**

### **Forestry & Property Taxes**

The forestry program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes direct delivery of remediation programs including tree planting/reforestation.

General Municipal Levy funds the property tax for GRCA owned natural areas/passive lands.

#### ***Specific Activities:***

- plant trees on private lands (cost recovery from landowner)
- operate Burford Tree Nursery to grow and supply native and threatened species
- carry out tree planting and other forest management programs on over 7,000 hectares of managed forests on GRCA owned lands
- manage Emerald Ash Borer infestation

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

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2017</b>	<b>Budget 2018</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	587,194	524,200	539,900	15,700
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	56,118	42,500	43,400	900
Property Taxes	168,606	172,600	177,800	5,200
Other Operating Expenses	528,035	750,400	615,400	(135,000)
Amount set aside to Reserves		-		0
<b>TOTAL EXPENSE</b>	<b>1,339,953</b>	<b>1,489,700</b>	<b>1,376,500</b>	<b>(113,200)</b>
<b>Funding</b>				(incr)/decr
Donations	5,089	57,000	57,000	-
Self Generated	623,588	800,000	650,000	150,000
Funds taken from Reserves	16,205	-	-	-
<b>TOTAL FUNDING</b>	<b>644,882</b>	<b>857,000</b>	<b>707,000</b>	<b>150,000</b>
<b>Net Funded by General Municipal Levy</b>	<b>695,071</b>	<b>632,700</b>	<b>669,500</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>36,800</b>

## **TABLE 6**

### **Conservation Services**

The conservation service program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes the Rural Quality program and Forestry extension services.

#### ***Specific Activities:***

- Co-ordinate the Rural Water Quality Program. This involves landowner contact, promotion/education and providing grants to assist farmers with capital improvements to address manure containment, livestock fencing, soil conservation, and other rural non-point sources of river water pollution. Funding for this important initiative comes from watershed municipalities and other government grants.
- Carry out tree planting, restoration and rehabilitation projects with private landowners
- Co-ordinate community events e.g. children's water festivals and agricultural and rural landowner workshops to promote water and environmental initiatives
- Co-ordinate GRCA Volunteer Program to enable public participation in community and GRCA environmental activities

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

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2017</b>	<b>Budget 2018</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	651,189	672,900	693,100	20,200
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	94,505	107,800	110,000	2,200
Other Operating Expenses	18,756	56,800	57,900	1,100
Amount set aside to Reserves				
<b>TOTAL EXPENSE</b>	<b>764,450</b>	<b>837,500</b>	<b>861,000</b>	<b>23,500</b>
<b>Funding</b>				(incr)/decr
Prov & Federal Govt	-	30,000	30,000	-
Donations	93,175	87,000	87,000	-
Self Generated	6,095	-	-	-
Recoverable Corporate Services Expenses	-	-	-	-
Funds taken from Reserves	742	31,000	31,000	-
<b>TOTAL FUNDING</b>	<b>100,012</b>	<b>148,000</b>	<b>148,000</b>	<b>-</b>
<b>Net Funded by General Municipal Levy</b>	<b>664,438</b>	<b>689,500</b>	<b>713,000</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>23,500</b>

## **TABLE 7**

### **Communications & Foundation**

The Communications department provides a wide range of services and support for the GRCA, the Grand River Conservation Foundation, as well as Lake Erie Region Source Protection Program. This category includes watershed-wide communication and promotion of conservation issues to watershed residents, municipalities and other agencies.

The Grand River Conservation Foundation provides private sector funding for GRCA projects with limited or no other sources of revenue. This category includes operational costs related to fundraising.

#### *Specific Activities:*

- Media relations
- Public relations and awareness building
- Online communications
- Issues management and crisis communications
- Community engagement and public consultation
- Corporate brand management
  
- Solicit donors for financial support
  
- Orient and train volunteers to assist with fundraising
  
- Provide site tours and other events to stakeholders

**TABLE 7**  
**GRAND RIVER CONSERVATION AUTHORITY**  
**Communications & Foundation**

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2017</b>	<b>Budget 2018</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	487,770	504,300	566,400	62,100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	73,722	74,000	75,500	1,500
Other Operating Expenses	34,102	98,600	73,000	(25,600)
Amount set aside to Reserves		-	-	-
<b>TOTAL EXPENSE</b>	<b>595,594</b>	<b>676,900</b>	<b>714,900</b>	<b>38,000</b>
<b>Funding</b>				
<b>Net Funded by General Municipal Levy</b>	<b>595,594</b>	<b>676,900</b>	<b>714,900</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>38,000</b>



## **TABLE 8**

### **Environmental Education**

This category includes costs and revenues associated with outdoor education facilities, which provide education and information about conservation, the environment and the Conservation Authority's programs to 50,000 students in 6 school boards and 16,000 members of the general public annually. The majority of funding for this program comes from school boards, the Grand River Conservation Foundation and public program fees.

#### ***Specific Activities:***

- operate 6 outdoor education centres under contract with watershed school boards, providing hands-on, curriculum-based, outdoor education (App's Mills near Brantford, Taquanyah near Cayuga, Guelph Lake, Laurel Creek in Waterloo, Shade's Mills in Cambridge and Rockwood)
- offer curriculum support materials and workshops to watershed school boards
- offer conservation day camps to watershed children and interpretive community programs to the public (user fees apply)

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

<b>OPERATING</b>	<b>Actual 2017</b>	<b>Budget 2017</b>	<b>Budget 2018</b>	<b>Budget change</b>
<b>Expenses:</b>				incr/(decr)
Salary and Benefits	930,588	876,100	942,400	66,300
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	92,419	72,800	74,300	1,500
Insurance	10,447	13,100	10,000	(3,100)
Property Taxes	11,440	18,800	19,400	600
Other Operating Expenses	281,215	265,000	270,300	5,300
Amount set aside to Reserves	70,000	-	30,000	30,000
<b>TOTAL EXPENSE</b>	<b>1,396,109</b>	<b>1,245,800</b>	<b>1,346,400</b>	<b>100,600</b>
<b>Funding</b>				(incr)/decr
Provincial & Federal Grants	3,075	-	-	-
Donations	72,092	50,000	50,000	-
Self Generated	895,627	876,500	942,000	(65,500)
Funds taken from Reserves	2,450	-	-	-
<b>TOTAL FUNDING</b>	<b>973,244</b>	<b>926,500</b>	<b>992,000</b>	<b>(65,500)</b>
<b>Net Funded by General Municipal Levy</b>	<b>422,865</b>	<b>319,300</b>	<b>354,400</b>	
<b>Net incr/(decr) to Municipal Levy</b>				<b>35,100</b>

## **TABLE 9**

### **CORPORATE SERVICES**

This category includes the costs for goods and services, as listed below, that are provided corporately. A small portion of these costs is recovered from provincial grants, namely from source protection program funding and from the MNR operating grant.

#### **Specific Activities:**

This category includes the following departments:

- Office of the Chief Administrative Officer and the Assistant Chief Administrative Officer/Secretary-Treasurer
- Finance
- Human Resources
- Payroll
- Health & Safety
- Office Services

In addition, this category includes expenses relating to:

- The General Membership
- Head Office Building
- Office Supplies, Postage, Bank fees
- Head Office Communication systems
- Insurance
- Audit fees
- Consulting, Legal, Labour Relations fees
- Health and Safety Equipment, Inspections, Training
- Conservation Ontario fees
- Corporate Professional Development
- General expenses

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

<b>Budget 2018</b>		<b>Surplus available to offset Municipal Levy Increase</b>
<b>Expenses:</b>		
Salary and Benefits	1,990,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	337,300	
Insurance	55,000	
Other Operating Expenses	1,087,687	
Amount set aside to Reserves		
<b>TOTAL EXPENSE</b>	<b>3,469,987</b>	
<b>Funding</b>		
MNR Grant	70,000	
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	15,000	
<b>TOTAL FUNDING</b>	<b>155,000</b>	
<b>Net Result before surplus adjustments</b>	<b>3,314,987</b>	
Deficit from Other Programs offset by 2017 Surplus Carryforward		(41,700)
2017 Surplus Carried Forward to 2018 used to reduce Levy		412,314
<b>Net Funded by General Municipal Levy</b>	<b>3,314,987</b>	<b>370,614</b>

<b>Budget 2017</b>		<b>Surplus available to offset Municipal Levy Increase</b>
<b>Expenses:</b>		
Salary and Benefits	1,834,900	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	355,700	
Insurance	55,000	
Other Operating Expenses	1,069,105	
Amount set aside to Reserves		
<b>TOTAL EXPENSE</b>	<b>3,314,705</b>	
<b>Funding</b>		
MNR Grant	70,000	
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	15,000	
<b>TOTAL FUNDING</b>	<b>155,000</b>	
<b>Net Result before surplus adjustments</b>	<b>3,159,705</b>	
Deficit from Other Programs offset by 2016 Surplus Carryforward		(44,400)
2016 Surplus Carried Forward to 2017 used to reduce Levy		315,832
<b>Net Funded by General Municipal Levy</b>	<b>3,159,705</b>	<b>271,432</b>

<b>ACTUAL 2017</b>		<b>Surplus available to offset Municipal Levy Increase</b>
<b>Expenses:</b>		
Salary and Benefits	1,848,424	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	297,506	
Insurance	56,897	
Other Operating Expenses	779,367	
Amount set aside to Reserves	170,000	
<b>TOTAL EXPENSE</b>	<b>3,152,194</b>	
<b>Funding</b>		
MNR Grant	70,000	
Donations/Other	25,000	
Recoverable Corporate Services Expenses	64,862	
<b>TOTAL FUNDING</b>	<b>159,862</b>	
<b>Net Result before surplus/(deficit) adjustments</b>	<b>2,992,332</b>	
Deficit from Other Programs offset by 2016 Surplus Carryforward		(61,474)
2016 Surplus Carried Forward to 2017 used to reduce Levy		315,832
<b>Net Funded by General Municipal Levy</b>	<b>2,992,332</b>	<b>254,358</b>

## **TABLE 10 (a)**

### **Conservation Lands, Rental Properties, Forestry & Misc**

The Conservation Land Management Program includes all expenses and revenues associated with acquisition and management of land owned/managed by the Authority. This includes protection of *Provincially Significant Conservation Lands*, woodlot management, rental/lease agreements and other revenues generated from managing lands and facilities. These expenses do not include those associated with recreation and education programs on GRCA lands.

#### ***Specific Activities:***

- acquire and manage significant wetlands and floodplain lands, e.g. the Luther Marsh Wildlife Management Area, the Keldon Source Area, the Bannister-Wrigley Complex, and the Dunnville Marsh
- operate “passive” conservation areas in order to conserve forests and wildlife habitat. Some are managed by municipalities or private organizations (Chicopee Ski Club in Kitchener, Scott Park in New Hamburg, etc.)
- develop and maintain extensive trail network on former rail lines owned by GRCA and municipalities (much of this is part of the Trans-Canada Trail network). Necessary funding is raised by The Grand River Conservation Foundation
- rent 733 cottage lots at Belwood Lake and Conestogo Lake; hold leases on over 1200 hectares of agricultural land and 19 residential units, and over 50 other agreements for use of GRCA lands. Income from these rentals aids in the financing of other GRCA programs
- host controlled hunts at various locations including Luther Marsh Wildlife Management Area and Conestogo Lake
- carry out forestry disease control, woodlot thinning and selective harvesting on GRCA lands in accordance with the Forest Management Plan while generating income from sale of timber. Income generated helps pay for future forest management activities
- where appropriate, dispose of lands that have been declared surplus and continue to identify and plan for disposition of other surplus lands. Proceeds from future dispositions will be used for acquisition of “Environmentally Significant Conservation Lands” and for other core programs
- payment of non-insured losses and deductibles for vandalism, loss or theft; miscellaneous amounts recovered from insurance settlements

- investment income arising from reserves and funds received in advance of program expenses

## **TABLE 10 (b)**

### **HYDRO PRODUCTION**

This program generates revenue from ‘hydro production’.

#### *Specific Activities:*

- generate hydro from turbines in 2 large dams, Shand and Conestogo; the income is used to fund GRCA programs and repay reserves accordingly for the cost of building/repairing turbines.

## **TABLE 10 (c)**

### **CONSERVATION AREAS**

These programs include costs and revenues associated with delivering recreational programs on GRCA lands and include the costs and revenues associated with day-use, camping, concessions and other activities at GRCA active Conservation Areas.

#### *Specific Activities:*

- operate 11 “active” Conservation Areas (8 camping and 3 exclusively day-use) that are enjoyed by over 1 million visitors annually. It is estimated that these visitors also help generate significant revenues for the local tourism industry
- offer camping, hiking, fishing, swimming, boating, picnicking, skiing and related facilities
- provide 2,500 campsites – second only to the provincial park system as a provider of camping accommodation in Ontario

## OTHER INFORMATION

### **1. INFORMATION SYSTEMS & TECHNOLOGY - COMPUTER CHARGES**

A computer charge is allocated to the individual programs based on the number of users and the nature of system usage. Effectively, computer costs are included under administrative costs on Tables 1 to 10.

Computer charges include costs associated with implementing and operating corporate information technology.

#### *Specific Activities:*

- Develop and implement the GRCA's long-term information technology and telecommunications plan. Create and maintain standards for the development and use of corporate data
- Manage and support the GRCA's server, network and personal computer infrastructure for geographic information systems (GIS); flood forecasting and warning, including real-time data collection and dissemination of water quantity and quality monitoring station information; database and applications development; website hosting; electronic mail; internet access; personal computing applications; and administration systems, including finance and human resources
- Develop, and implement the GRCA's Geographic Information Systems (GIS) technology and spatial data infrastructure
- Acquire and/or develop business and scientific applications for use at the GRCA
- Operate on-line campsite reservation and day-use systems with computers in 10 Conservation Areas. Provide computers for use at outdoor education centres
- Develop and operate a wide area network connecting 14 sites and campus style wireless point-to-multipoint networks at Head Office and Conservation Areas
- Develop and operate an integrated Voice over IP Telephone network covering nine sites and 220 handsets
- Support and manage mobile phones, smart phones, and pagers

## **2. VEHICLE, EQUIPMENT – MOTOR POOL CHARGES**

Motor Pool charges are allocated to the individual sections based on usage of motor pool equipment. Effectively, motor pool charges are included with administrative costs or other operating expenses, as applicable, on Tables 1 to 10.

### *Specific Activities:*

- Maintain a fleet of vehicles and equipment to support all GRCA programs.
- Purchases of new vehicles and/or equipment.
- Disposal of used equipment.
- Lease certain equipment.



**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 2018 - OPERATING</b>							
<b>Expenses:</b>							
Salary and Benefits	1,042,500	574,000	-	1,616,500	42,000	4,177,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	156,500	73,000	-	229,500	-	173,000	
Insurance	143,000	15,500	-	158,500	-	-	
Property Taxes	-	98,000	-	98,000	-	60,000	
Other Operating Expenses (consulting etc)	605,000	834,900	70,000	1,509,900	88,000	2,700,000	
Amount set aside to Reserves	-	-	-	-	70,000	300,000	
<b>TOTAL EXPENSE</b>	<b>1,947,000</b>	<b>1,595,400</b>	<b>70,000</b>	<b>3,612,400</b>	<b>200,000</b>	<b>7,410,000</b>	<b>11,222,400</b>
<b>Funding</b>							
Donations	65,000	-	-	65,000	-	-	
Self Generated	86,000	2,900,700	148,000	3,134,700	470,000	7,410,000	
Funds taken from Reserves	1,000	100,000	-	101,000	-	-	
<b>TOTAL FUNDING</b>	<b>152,000</b>	<b>3,000,700</b>	<b>148,000</b>	<b>3,300,700</b>	<b>470,000</b>	<b>7,410,000</b>	<b>11,180,700</b>
<b>NET Surplus/(Deficit) for programs not funded by general levy</b>	<b>(1,795,000)</b>	<b>1,405,300</b>	<b>78,000</b>	<b>(311,700)</b>	<b>270,000</b>	<b>-</b>	<b>(41,700)</b>
<b>Budget 2017 - OPERATING</b>							
<b>Expenses:</b>							
Salary and Benefits	1,012,200	602,500	-	1,614,700	41,300	3,763,800	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	153,400	71,500	-	224,900	-	169,500	
Insurance	167,600	11,300	-	178,900	-	-	
Property Taxes	-	98,000	-	98,000	-	58,700	
Other Operating Expenses (consulting etc)	593,000	1,014,600	70,000	1,677,600	23,700	2,558,000	
Amount set aside to Reserves	-	-	-	-	135,000	150,000	
<b>TOTAL EXPENSE</b>	<b>1,926,200</b>	<b>1,797,900</b>	<b>70,000</b>	<b>3,794,100</b>	<b>200,000</b>	<b>6,700,000</b>	<b>10,694,100</b>
<b>Funding</b>							
Donations	65,000	-	-	65,000	-	-	
Self Generated	86,000	2,929,700	148,000	3,163,700	470,000	6,700,000	
Funds taken from Reserves	1,000	250,000	-	251,000	-	-	
<b>TOTAL FUNDING</b>	<b>152,000</b>	<b>3,179,700</b>	<b>148,000</b>	<b>3,479,700</b>	<b>470,000</b>	<b>6,700,000</b>	<b>10,649,700</b>
<b>NET Surplus/(Deficit) for programs not funded by general levy</b>	<b>(1,774,200)</b>	<b>1,381,800</b>	<b>78,000</b>	<b>(314,400)</b>	<b>270,000</b>	<b>-</b>	<b>(44,400)</b>
<b>Actual 2017 - OPERATING</b>							
<b>Expenses:</b>							
Salary and Benefits	1,014,057	571,683	-	1,585,740	56,537	3,833,510	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	92,798	63,033	-	155,831	538	173,930	
Insurance	148,276	14,787	-	163,063	-	-	
Property Taxes	-	106,621	-	106,621	-	57,784	
Other Expenses	503,226	1,422,317	109,038	2,034,581	120,003	2,837,821	
Amount set aside to Reserves	117,424	233,000	-	350,424	125,000	842,000	
<b>TOTAL EXPENSE</b>	<b>1,875,781</b>	<b>2,411,441</b>	<b>109,038</b>	<b>4,396,260</b>	<b>302,078</b>	<b>7,745,045</b>	<b>12,443,383</b>
<b>Funding</b>							
Donations	89,825	-	5,064	94,889	-	41,335	
Self Generated	93,888	2,937,919	168,914	3,200,721	572,154	7,704,395	
Funds taken from Reserves	-	768,415	-	768,415	-	-	
<b>TOTAL FUNDING</b>	<b>183,713</b>	<b>3,706,334</b>	<b>173,978</b>	<b>4,064,025</b>	<b>572,154</b>	<b>7,745,730</b>	<b>12,381,909</b>
<b>NET Surplus/(Deficit) for programs not funded by general levy</b>	<b>(1,692,068)</b>	<b>1,294,893</b>	<b>64,940</b>	<b>(332,235)</b>	<b>270,076</b>	<b>685</b>	<b>(61,474)</b>

# **SECTION B**

## **BASE PROGRAMS – CAPITAL**

## **SECTION B – CAPITAL BUDGET**

Capital Spending in 2018 includes spending in the following program areas:

- Water Resources Planning
- Flood Forecasting and Warning
- Water Control Structures
- Conservation Areas

Water Resources Planning expenditures will be for water quality monitoring equipment.

Flood forecasting and warning expenditures will be for software systems and gauge equipment.

Water Control Structures expenditures will include the following projects:

- Conestogo Dam – Complete a gate failure modes analysis and install a third independent method of monitoring high reservoir levels. Initiate detailed design of concrete repairs to concrete control structure.
- Guelph Dam - Design and fabricate bulkhead to isolate the discharge valve to allow repair. Replace or repair discharge valve. Complete backup generator and fuel system upgrades to meet current code requirements.
- Luther Dam – Purchase and install new stoplogs.
- Laurel Dam – Repair and refurbish automatic flashboard system.
- Woolwich Dam - Refurbish gates 1 and 2 repaint and change seals. Complete backup generator and fuel system upgrades to meet current code requirements.
- Caledonia Dam – Install second set of stoplog gains and stoplogs.
- Dunnville Dam – Initiate redesign of repair to fish ladder.
- Wellesley Dam – Engineering assessment of embankment, gate and crest repairs. Develop plan to implement repairs, prepared detailed designs initiate agency approvals.
- Wellington Street dam – Finalized engineering assessment and 20 year capital forecast of maintenance costs. Hold discussions with local municipality.
- Bridgeport Dyke – Design repair to mitigate seepage through dyke.
- Brantford Dyke - Complete toe repairs of concrete slab.
- Cambridge Dyke – design repair to a section of the river wall along the east bank of the river downstream of Main Street. Integrate riverwall repair with municipal river level walkway and stair way access project.
- New Hamburg Dyke – Continue investigations and maintenance of the dyke in New Hamburg to confirm integrity and compliance with original dyke design.

Conservation Area capital spending includes expenditures as part of the regular maintenance program as well as spending on major repairs and new construction. In 2018, major capital projects within the Conservation Areas will include:

- Elora Gorge – sanitary servicing upgrade
- Elora Gorge – Pines campground expansion
- Rockwood – bridge replacement
- Byng – washroom
- Byng – playground
- Guelph Lake – playground
- Laurel Creek – automatic gate installation

Corporate Services capital spending represents the portion of overall Information Services and Motor Pool expenses that are funded by the Information Technology (IT) and Motor Pool (MP) reserve. See “Other Information” above for spending descriptions for IT and MP.

## SECTION B - Capital Budget

GRAND RIVER CONSERVATION AUTHORITY

### Budget 2018

	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					1,820,000		1,820,000
PSAB Project							-
Building Major Maintenance							-
Net IT/MP Capital Spending not allocated to Departments						290,000	290,000
<b>TOTAL EXPENSE</b>	<b>110,000</b>	<b>190,000</b>	<b>1,500,000</b>	<b>-</b>	<b>1,820,000</b>	<b>290,000</b>	<b>3,910,000</b>
<b>Funding</b>							
Municipal Special Levy							-
Prov & Federal Govt			700,000				700,000
Self Generated					670,000		670,000
Funding from Reserves	50,000				1,150,000	290,000	1,490,000
<b>TOTAL FUNDING</b>	<b>50,000</b>	<b>-</b>	<b>700,000</b>	<b>-</b>	<b>1,820,000</b>	<b>290,000</b>	<b>2,860,000</b>
<b>Net Funded by General CAPITAL Levy</b>	<b>60,000</b>	<b>190,000</b>	<b>800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,050,000</b>

### BUDGET 2017 - CAPITAL

	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					683,000		683,000
PSAB Project							-
Building Major Maintenance							-
Net IT/MP Capital Spending not allocated to Departments						180,400	180,400
<b>TOTAL EXPENSE</b>	<b>110,000</b>	<b>190,000</b>	<b>1,500,000</b>	<b>-</b>	<b>683,000</b>	<b>180,400</b>	<b>2,663,400</b>
<b>Funding</b>							
Municipal Special Levy							-
Prov & Federal Govt			700,000		83,000		783,000
Self Generated					600,000		600,000
Funding from Reserves	50,000					180,400	230,400
<b>TOTAL FUNDING</b>	<b>50,000</b>	<b>-</b>	<b>700,000</b>	<b>-</b>	<b>683,000</b>	<b>180,400</b>	<b>1,613,400</b>
<b>Net Funded by General CAPITAL Levy</b>	<b>60,000</b>	<b>190,000</b>	<b>800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,050,000</b>

### ACTUAL 2017 - 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	73,117						73,117
Flood Forecasting Warning Hardware and Gauges		204,172					204,172
Flood Control Structures-Major Maintenance			1,112,074				1,112,074
Conservation Areas Capital Projects					859,691		859,691
Funding to Reserves			173,500			84,757	258,257
Net IT/MP Chargebacks in excess of expenses						(62,847)	(62,847)
<b>TOTAL EXPENSE</b>	<b>73,117</b>	<b>204,172</b>	<b>1,285,574</b>	<b>-</b>	<b>859,691</b>	<b>21,910</b>	<b>2,444,464</b>
<b>Funding</b>							
Prov & Federal Govt			486,489		83,250	21,910	591,649
Self Generated					776,441		776,441
Funding from Reserves							-
<b>TOTAL FUNDING</b>	<b>-</b>	<b>-</b>	<b>486,489</b>	<b>-</b>	<b>859,691</b>	<b>21,910</b>	<b>1,368,090</b>
<b>Net Funded by General CAPITAL Levy</b>	<b>73,117</b>	<b>204,172</b>	<b>799,085</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,076,374</b>

**SECTION C**

**SPECIAL PROJECTS**

## **SECTION C – SPECIAL PROJECTS**

This category of activity represents projects that the GRCA undertakes where special one time and/or multi-year funding is applicable. The duration of these projects is typically one year although in some instances projects may extend over a number years, such as Source Protection Planning. External funding is received to undertake these projects.

The main project in this category is the provincial Source Protection Planning program under the *Clean Water Act, 2006*. Plan development work commenced in 2004, with plan implementation starting in 2015. Work includes research and studies related to the development of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region. All four Source Protection Plans are approved and in effect. The focus in 2018 is on updates to the Grand River Source Protection Plan, including water quantity risk assessment studies, development of water quantity policies, updating water quality vulnerability assessments, and the development of an annual progress reporting framework.

Other special projects in the area of watershed stewardship include the “Rural Water Quality Program” grants, Emerald Ash borer infestation management, floodplain mapping projects, Upper Blair subwatershed study, waste water optimization project, water festivals, the Mill Creek Ranger stream restoration project and numerous ecological restoration projects on both GRCA lands and private lands in the watershed.

## SECTION C - Special Projects Budget

GRAND RIVER CONSERVATION AUTHORITY

### Budget 2018

EXPENDITURES	ACTUAL 2017	BUDGET 2017	BUDGET 2018
Grand River Management Plan	33,840	20,000	20,000
Subwatershed Plans - City of Kitchener	107,653	100,000	100,000
Natural Heritage Study-Wellington	28,313	-	30,000
Waste Water Optimization Program	109,765	83,000	135,000
Floodplain Mapping	132,927	200,000	850,000
RWQP - Capital Grants	1,011,358	800,000	800,000
Brant/Brantford Children's Water Festival	25,544	26,000	26,000
Haldimand Children's Water Festival	42,303	20,000	40,000
Species at Risk	78,678	60,000	70,000
Ecological Restoration	185,284	200,000	270,000
AGGP-UofG Research Buffers	20,812		
Great Lakes SHSM Event	6,076	-	-
Great Lakes Agricultural Stewardship Initiative	96,765	77,000	-
Emerald Ash Borer	314,172	400,000	400,000
Lands Mgmt - Land Purchases/Land Sale Expenses	139,401	-	-
Lands Mgmt - Development Costs	-	50,000	50,000
Mill Creek Rangers	28,890	35,000	35,000
Parkhill Hydro Turbine Project	112,472	200,000	300,000
Apps' Mill Nature Centre Renovation	260,266	220,000	-
Dickson Trail and Boardwalk Rehabilitation	238,957	187,000	20,000
<b>Total SPECIAL Projects 'Other'</b>	<b>2,973,476</b>	<b>2,678,000</b>	<b>3,146,000</b>
<b>Source Protection Program</b>	<b>1,570,408</b>	<b>835,000</b>	<b>1,575,000</b>
<b>Total SPECIAL Projects Expenditures</b>	<b>4,543,884</b>	<b>3,513,000</b>	<b>4,721,000</b>
<b>SOURCES OF FUNDING</b>			
Provincial Grants for Source Protection Program	1,570,408	835,000	1,575,000
OTHER GOVT FUNDING	1,848,150	1,433,500	1,675,000
SELF-GENERATED	496,274	594,500	381,000
FUNDING FROM/(TO) RESERVES	629,052	650,000	1,090,000
<b>Total SPECIAL Funding</b>	<b>4,543,884</b>	<b>3,513,000</b>	<b>4,721,000</b>



# **APPENDIX A**

## **GRAND RIVER CONSERVATION AUTHORITY MEMBERS (2018)**

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### ***Region of Waterloo (including Cities of Kitchener, Waterloo, Cambridge and Townships of North Dumfries, Wellesley, Wilmot and Woolwich***

Les Armstrong (Wilmot), Elizabeth Clarke (Kitchener), Sue Foxton (North Dumfries), Helen Jowett (Cambridge), Geoff Lorentz (Kitchener), Jane Mitchell (Waterloo), Joe Nowak (Wellesley), Wayne Roth (citizen appointment), Sandy Shantz (Woolwich) and Warren Stauch (citizen appointment)

### ***Regional Municipality of Halton***

Cindy Lunau

### ***Haldimand and Norfolk Counties***

Bernie Corbett and Fred Morison

### ***City of Hamilton***

George Stojanovic

### ***County of Oxford***

Bruce Banbury

### ***City of Brantford***

David Neumann and Vic Prendergast

### ***City of Guelph***

Bob Bell and Mike Salisbury

### ***Townships of Amaranth, East Garafraxa, Southgate and Melancthon and Town of Grand Valley***

Guy Gardhouse

### ***Townships of Mapleton and Wellington North***

Pat Salter

### ***Municipality of North Perth and Township of Perth East***

George Wicke

### ***Township of Centre Wellington***

Kirk McElwain

### ***Town of Erin, Townships of Guelph-Eramosa and Puslinch***

Chris White

### ***County of Brant***

Brian Coleman and Shirley Simons

**SUMMARY RESERVE REPORT - BUDGET 2018**

General Meeting - February 23, 2018

	ACTUAL 2017	"NET CHANGE" INCREASE/(DECREASE) 2017 VS 2018	DETAILS OF "NET CHANGE" BUDGET 2018				BUDGET 2018
			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	1,496,833	0	0				1,496,833
Small Office Equipment	7,257	500	500				7,757
Personnel	1,037,112	(15,000)	0		(15,000)	OUT-OMERS funding,Sick Leave,Vacation Accrual	1,022,112
Forestry	648,359	10,000	10,000				658,359
Computer Replacement	1,197,993	(44,000)	22,000	1,270,000	(1,336,000)	IN-Chargebacks; OUT-Operating/Capital costs	1,153,993
Cottage Operations	509,301	7,000	7,000				516,301
Grand River Watershed Management Plan	103,190	1,000	1,000				104,190
Planning Enforcement	417,142	8,000	8,000				425,142
Property Rental Expenses	337,824	1,000	1,000				338,824
Watershed Restoration	103,552	1,000	1,000				104,552
Motor Pool Equipment	1,900,423	(187,000)	37,000	1,174,000	(1,398,000)	IN-Chargebacks;OUT-Operating/Capital costs	1,713,423
Motor Pool Insurance	81,254	0	0				81,254
<b>Capital Reserves (designated)</b>							
Water Control Structures	2,812,749	44,000	44,000				2,856,749
Cambridge Desiltation Pond	8,022	(500)	500		(1,000)	OUT-Cambridge Desiltation Pond costs	7,522
Completion of Capital Projects	147,000	(30,000)	0		(30,000)	OUT-Upper Grand Restoration costs	117,000
Conservation Areas-Capital	1,240,000	(870,000)	0	300,000	(1,170,000)	IN-\$300K Reserve for Capital spending, OUT-\$1,150 Cons Area Capital,\$20K Dickson Trail	370,000
Conservation Areas-Stabilization	3,034,499	55,000	55,000				3,089,499
Gauges	541,859	(50,000)	0		(50,000)	OUT-Gauge Expenses	491,859
<b>Capital Reserves (undesignated)</b>							
General Capital Reserve	552,103	13,000	13,000				565,103
<b>Total Type A: GRCA Controlled</b>	<b>16,446,855</b>	<b>(1,056,000)</b>	<b>200,000</b>	<b>2,744,000</b>	<b>(4,000,000)</b>		<b>15,390,855</b>
<b>Type B: Reserves with Outside Control</b>							
<b>With MNR Interest (Capital Reserves)</b>							
Gravel	235,217	4,000	5,000		(1,000)	OUT-Gravel Pit License & Gravel Rehabilitation	239,217
Woolner	1,932,841	40,000	40,000				1,972,841
Gravel - Chicopee	0	0	0				0
Gravel - Oneida	0	0	0				0
Contaminated Sites	(725,938)	0	0				(725,938)
Residential Property Sales	280,239	(95,000)	5,000		(100,000)	OUT-Expenses (\$50K wells/ \$50K demolitions)	185,239
Valley Lands - Horst	0	(41,000)	9,000		(50,000)	OUT-Land Development costs	(41,000)
Valley Lands - KW	1,484,148	(4,000)	23,000		(27,000)	OUT-Grand River Watershed Mgmt Plan	1,480,148
Valley Lands - KW (Pioneer Towers)	1,977,775	(195,000)	35,000	70,000	(300,000)	IN-Hydro Turbine Revenue,OUT-Parkhill Turbine	1,782,775
Valley Lands - Guelph	203,155	(386,000)	14,000		(400,000)	OUT-EAB \$400K	(182,845)
Valley Lands - Upper Grand	0	0	0				0
Laurel Creek Land	526,954	(329,000)	11,000		(340,000)	OUT-Mapping	197,954
Conestogo Land	0	0	0				0
Blandford-Blenhiem Land Sales	0	0	0				0
Puslinch Land	170,487	4,000	4,000				174,487
Woolwich Land	20,089	500	500				20,589
Elora	(79,583)	0	0				(79,583)
Land Sales/Acquisitions/EAB	0	0	0				0
Land Sale Proceeds Reserve	5,790,169	(1,005,500)	141,500	70,000	(1,217,000)	IN-\$70K Hydro Revenue; OUT-\$50K Development Costs. \$50K Septic Systems,\$27K GRWMP, \$300K Parkhill Turbine, \$400K EAB, \$340K Floodplain Mapping, \$50K Demolitions	4,784,669
<b>With School Board Interest (Operating Reserves)</b>							
App's Nature Centre	23,398	500	500				23,898
Laurel Creek Nature Centre	66,065	1,000	1,000				67,065
Guelph Lake Nature Centre	104,633	31,000	1,000	30,000			135,633
Taquanyah Nature Centre	3,567	500	500				4,067
Shade's Mills Nature Centre	27,327	500	500				27,827
<b>Total Type B: Outside Control</b>	<b>6,250,374</b>	<b>(968,000)</b>	<b>150,000</b>	<b>100,000</b>	<b>(1,218,000)</b>		<b>5,282,374</b>
<b>TOTAL</b>	<b>\$22,697,229</b>	<b>(2,024,000)</b>	<b>\$350,000</b>	<b>\$2,844,000</b>	<b>(\$5,218,000)</b>		<b>\$20,673,229</b>

# Grand River Conservation Authority

**Report number:** GM-02-18-14

**Date:** February 23, 2018

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

**Subject:** Report of the Audit Committee

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## **Recommendation:**

THAT Report number GM-02-18-14 - Report of the Audit Committee of the Grand River Conservation Authority be received, approved and attached to the minutes of this meeting.

## **Summary:**

Not Required

## **Report:**

The Audit Committee met on February 14, 2018 at 9:30 a.m. to review the 2017 Financial Statements prepared by the Grand River Conservation Authority (GRCA) staff and reported on by KPMG LLP, Chartered Professional Accountants, the external auditors appointed by the GRCA. These Audited Financial Statements and Schedules are attached.

Included in the audited financial statement results is the recognition of a \$488,000 expense for contaminated site costs due to home fuel oil leakage at a Cambridge GRCA property. This expense will be funded by the land sale proceeds reserve. The total is comprised of \$288,000 in expenses incurred in 2017 and the accrual of \$200,000 for future expenses. This accounting treatment is in accordance with Public Sector Accounting Board (PSAB) Section 3260 "Liability for Contaminated Sites". Disclosure of contaminated sites is provided in the Notes to the Financial Statement (note #5).

Staff had the opportunity to discuss the performance of the auditors without them being present. The auditors were given the same opportunity with respect to management. Both parties confirmed a good working relationship.

The Audit Committee reviewed the Terms of Reference, dated February 24, 2017 and did not recommend any changes (copy attached).

The Audit Committee is satisfied that the Financial Statements, Notes and Schedules fairly present the financial position of the GRCA.

The Audit Committee made the following recommendations:

### **Motion: AUD-2018-04:**

THAT the Terms of Reference (February 24, 2017) for the Audit Committee be confirmed;

**Motion: AUD-2018-05:**

THAT the Nature Centre Reserve be increased by \$70,000;  
AND THAT the Gauge Reserve be increased by \$65,000.

**Motion: AUD 2018-06:**

THAT the Financial Statements of Grand River Conservation Authority as at December 31, 2017 and the Report of the Auditors thereon be received and approved.

**Motion: AUD-2018-07:**

THAT KPMG Chartered Professional Accountants are appointed as Grand River Conservation Authority Auditors for the year ending December 31, 2018 at a fee not to exceed \$ 36,400.00.

**Prepared by:**

Helen Jowett  
Chair, Audit Committee

# Grand River Conservation Authority

## Audit Committee Terms of Reference

### Composition of the Audit Committee:

An Audit Committee shall be appointed annually, at the Annual General Meeting. The Audit Committee will be composed of the Chair of the Authority, who will be the Chair of the Audit Committee, the Vice-chair and five other members appointed by and from the General Membership. The terms of reference for the Audit Committee shall be reviewed annually by the General Membership and attached to the Minutes of the meeting at which they are approved or confirmed (By-law 1-2016 Section 4).

The Audit Committee shall meet at least twice per year, with the first meeting to take place after the Auditors have prepared the Auditors' Report, at such time and place as the Chair of the Committee shall decide (By-law 1-2016, Section 17)

The Audit Committee reports to the General Membership. It is understood that the chair of the Audit Committee and the external auditor will have direct access to one-another at all times, to discuss matters relevant to the audit. The Audit Committee may also invite members of the public to attend Audit Committee meetings in a non-voting capacity to act as a resource, to aid in understanding the financial statements and the processes and internal controls used in support of financial reporting.

### Members of the Audit Committee must:

1. Be impartial, independent and without conflict of interest, which includes not having a business relationship with GRCA.
2. Have sufficient knowledge and/or experience to understand and interpret financial statements. This knowledge may be gained through training provided by GRCA after being appointed to the Audit Committee.

### Responsibilities of the Audit Committee are:

1. To review the audited financial statements of the GRCA and recommend approval of those statements (or otherwise) to the General Membership at the Annual General Meeting.
2. To review the results of the external audit and direct staff regarding any action required in response to auditor's recommendations.
3. To review the effects of any changes in accounting practices or policies on the financial statements and/or recommend appropriate changes in accounting practices or policies to the General Membership. This will include a review of significant accruals, provisions and estimates included in the financial statements.
4. To review the system of Internal Control and the effectiveness of those controls in protecting the assets of GRCA and ensuring effective and accurate financial reporting.
5. To review, in consultation with Management and Auditors, any material contingency facing GRCA and evaluate the appropriateness of GRCA's disclosure of such items.
6. To review any other matter that in its judgement should be taken into account in reaching its recommendation to the General Membership concerning the approval of the audited financial statements.
7. To recommend the appointment of Auditors and approval of the audit fee for the upcoming year.
8. To review services provided by the auditor outside of the audit, to ensure that such services are appropriately provided by the firm also acting as auditor.

**GRAND RIVER CONSERVATION AUTHORITY**

**AUDITED FINANCIAL STATEMENTS**

**DECEMBER 31, 2017**

**GRAND RIVER CONSERVATION AUTHORITY**

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**DECEMBER 31, 2017**

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3. Statement of Cash Flows
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Notes to the Financial Statements



## INDEPENDENT AUDITORS' REPORT

To the Members of Grand River Conservation Authority

We have audited the accompanying financial statements of Grand River Conservation Authority, which comprise the statement of financial position as at December 31, 2017, the statements of operations, change in accumulated surplus, cash flows and changes in net financial assets for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of Grand River Conservation Authority as at December 31, 2017, and its results of operations, its changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Professional Accountants, Licensed Public Accountants

February 23, 2018  
Waterloo, Canada

DRAFT

**GRAND RIVER CONSERVATION AUTHORITY**  
(Established by the Conservation Authorities Act)

**Statement of Financial Position**

**As at December 31, 2017**  
(with comparative figures for 2016)

	<u>2017</u>	<u>2016</u>
<b>Financial Assets</b>		
Cash	\$ 2,848,480	\$ 1,914,707
Investments (Note 2)	25,793,092	25,402,070
Accounts Receivable - Government Grants	616,183	249,839
Accounts Receivable - Municipal Levies and Other	90,797	102,943
Other Receivables	841,335	1,068,776
	<u>30,189,887</u>	<u>28,738,335</u>
<b>Financial Liabilities</b>		
Accounts Payable and Accrued Liabilities (Note 5)	3,074,669	2,756,594
Deferred Revenue (Note 3)	4,010,667	3,907,378
Deposits	269,129	287,396
	<u>7,354,465</u>	<u>6,951,368</u>
<b>Net Financial Assets</b>	<u>22,835,422</u>	<u>21,786,967</u>
<b>Non-Financial Assets</b>		
Tangible Capital Assets (Note 4)	89,358,860	90,292,401
Prepaid Expenses and Inventory	274,121	303,437
	<u>89,632,981</u>	<u>90,595,838</u>
<b><u>ACCUMULATED SURPLUS</u></b>	<u>\$ 112,468,403</u>	<u>\$ 112,382,805</u>

**ACCUMULATED SURPLUS COMPRISED OF**

<b>Accumulated Surplus - Reserves - Operating</b>	(Note 9)	\$ 6,353,936	\$ 5,847,453
<b>Accumulated Surplus - Reserves - Capital</b>	(Note 9)	14,361,616	14,132,643
<b>Accumulated Surplus - Reserves - Motor Pool</b>	(Note 9)	1,981,677	1,794,476
<b>Accumulated Surplus - Other</b>		412,314	315,832
<b>Accumulated Surplus - Tangible Capital Assets</b>		89,358,860	90,292,401
<b><u>ACCUMULATED SURPLUS</u></b>		<u>\$ 112,468,403</u>	<u>\$ 112,382,805</u>

Commitments and Contingencies (Notes 7 and 8)

(see accompanying notes to the financial statements)

**GRAND RIVER CONSERVATION AUTHORITY**  
**STATEMENT OF OPERATIONS AND CHANGE IN ACCUMULATED SURPLUS**  
**For the Year Ended December 31, 2017**  
(with comparative figures for 2016)

**STATEMENT 2**

	Budget 2017 Note 6	Actual 2017	Actual 2016
<b>Revenue</b>			
<b>Municipal</b>			
Grants:			
<i>General-Operating</i>	\$ 10,025,000	\$ 10,025,000	\$ 9,809,000
<i>General-Capital</i>	1,050,000	1,050,000	1,000,000
<i>Special</i>	150,000	-	113,499
Other	800,000	1,132,936	977,680
<b>Total Municipal Revenue</b>	<b>12,025,000</b>	<b>12,207,936</b>	<b>11,900,179</b>
<b>Government Grants</b>			
MNR Transfer Payments	871,073	871,073	871,073
Source Protection Program-Provincial	835,000	1,570,408	1,159,446
Other Provincial	1,147,500	933,723	955,572
Federal	289,500	433,700	187,159
<b>Total Government Grants</b>	<b>3,143,073</b>	<b>3,808,904</b>	<b>3,173,250</b>
<b>Self-Generated</b>			
User Fees and Sales:			
<i>Enquiries and Permits</i>	428,500	515,729	511,202
<i>Plan Input and Review</i>	398,000	457,368	411,561
<i>Nursery and Woodlot Management</i>	515,000	460,894	502,611
<i>Conservation Lands Income</i>	71,000	53,610	59,091
<i>Conservation Areas User Fees</i>	7,300,000	8,480,836	8,533,069
<i>Nature Centres and Camps</i>	876,500	928,125	876,797
<i>Merchandising and Sales</i>	-	473	3,647
Property Rentals	2,929,700	2,937,919	3,082,548
Hydro Generation	470,000	572,154	487,033
Grand River Conservation Foundation	559,500	698,380	676,104
Donations	244,000	72,602	126,728
Landowner Contributions	300,000	200,118	193,448
Investment Income	450,000	442,984	443,137
Miscellaneous Income	48,000	98,391	55,333
Gain on Sale of Tangible Capital Assets	-	-	189,230
<b>Total Self-Generated Revenue</b>	<b>14,590,200</b>	<b>15,919,583</b>	<b>16,151,539</b>
<b>Total Revenue</b>	<b>\$ 29,758,273</b>	<b>\$ 31,936,423</b>	<b>\$ 31,224,968</b>
<b>Expenditures</b>			
Watershed Management and Monitoring	6,765,982	7,212,094	7,074,943
Source Protection Program	835,840	1,571,248	1,160,286
Resource Planning	1,922,900	1,872,317	1,796,981
Watershed Stewardship	4,204,551	4,331,959	3,881,505
Conservation Land Management	4,493,847	4,681,624	4,419,907
Recreation and Education	8,649,380	9,077,813	8,726,644
Corporate Services / Information Systems and Motor Pool	3,210,899	3,103,770	3,070,963
<b>Total Expenditures</b>	<b>\$ 30,083,399</b>	<b>31,850,825</b>	<b>\$ 30,131,229</b>
<b>Annual Surplus/(Deficit)</b>	<b>(325,126)</b>	<b>85,598</b>	<b>1,093,739</b>
<b>Accumulated Surplus, Beginning of Year</b>	<b>112,382,805</b>	<b>112,382,805</b>	<b>111,289,066</b>
<b>Accumulated Surplus, End of Year</b>	<b>\$ 112,057,679</b>	<b>\$ 112,468,403</b>	<b>\$ 112,382,805</b>

## STATEMENT 3

**GRAND RIVER CONSERVATION AUTHORITY  
STATEMENT OF CASH FLOWS**

**For the Year Ended December 31, 2017**

(with comparative figures for 2016)

	<u>Actual 2017</u>	<u>Actual 2016</u>
<b><u>Operating Activities</u></b>		
Annual surplus	\$ 85,598	\$ 1,093,739
Items not involving cash:		
Amortization	3,172,761	3,150,994
Loss (gain) on sale of tangible capital assets	106,388	(189,230)
Change in non-cash operating assets and liabilities:		
Accounts receivable	(126,757)	139,609
Prepaid expenses and inventory	29,316	(11,517)
Accounts payable and accrued liabilities	318,075	6,168
Deferred revenue and deposits	85,022	76,456
Net change in cash from operating activities	<u>3,670,403</u>	<u>4,266,219</u>
<b><u>Capital Activities</u></b>		
Cash used to acquire tangible capital assets	(2,441,387)	(2,021,340)
Proceeds on sale of tangible capital assets	95,779	335,610
Net change in cash from capital activities	<u>(2,345,608)</u>	<u>(1,685,730)</u>
<b><u>Investing Activities</u></b>		
Change in investments	(391,022)	(2,939,200)
Net change in cash from investing activities	<u>(391,022)</u>	<u>(2,939,200)</u>
<b>Net change in cash</b>	<u><b>933,773</b></u>	<u><b>(358,711)</b></u>
Cash, beginning of year	1,914,707	2,273,418
<b>Cash, end of the year</b>	\$ <u><u><b>2,848,480</b></u></u>	\$ <u><u><b>1,914,707</b></u></u>

(see accompanying notes to the financial statements)

## STATEMENT 4

**GRAND RIVER CONSERVATION AUTHORITY**  
**STATEMENT OF CHANGE IN NET FINANCIAL ASSETS**  
**For the Year Ended December 31, 2017**  
(with comparative figures for 2016)

	<u>Actual 2017</u>	<u>Actual 2016</u>
Annual surplus	\$ 85,598	\$ 1,093,739
Acquisition of tangible capital assets	(2,441,387)	(2,021,340)
Amortization of tangible capital assets	3,172,761	3,150,994
Loss (gain) on sale of tangible capital assets	106,388	(189,230)
Proceeds on sale of tangible capital assets	<u>95,779</u>	<u>335,610</u>
	1,019,139	2,369,773
Net changes in prepaid expenses and inventory	29,316	(11,517)
<b>Net change in financial assets</b>	<u>1,048,455</u>	<u>2,358,256</u>
<b>Net financial assets, beginning of year</b>	<b>21,786,967</b>	<b>19,428,711</b>
<b>Net financial assets, end of year</b>	<b>\$ <u><u>22,835,422</u></u></b>	<b>\$ <u><u>21,786,967</u></u></b>

(see accompanying notes to the financial statements)

**GRAND RIVER CONSERVATION AUTHORITY**

**NOTES TO THE FINANCIAL STATEMENTS**

**DECEMBER 31, 2017**

**(1) Summary of Significant Accounting Policies**

The financial statements of Grand River Conservation Authority (the "Authority") are prepared by management in accordance with the Chartered Professional Accountants of Canada Public Sector Accounting Handbook for local government. Significant aspects of the accounting policies adopted by the Authority are as follows:

**(a) Basis of Accounting**

The Authority follows the accrual method of accounting for revenues and expenditures. Revenues are normally recognized in the year in which they are earned and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

**(b) Deferred Revenue and Deposits**

Balance includes funds that have been advanced to the Authority from government agencies and/or the general public and as at year end the funds have not been expended for the purpose for which they were received. In most instances, service and/or product delivery is anticipated to be performed in the following fiscal period. Typical balances include tree planting cash receipts, rural water quality program funding from municipalities, advance payments on conservation area camping reservations and special projects funding that has been paid in advance of project completion. These amounts will be recognized as revenues in the fiscal year the services are performed.

(c) **Classification of Expenditures**

Expenditures are reported in nine main categories, which follow the format adopted by Conservation Ontario. By following these guidelines, there will be consistency of reporting by all Conservation Authorities in Ontario. These are further explained as follows:

**Watershed Management and Monitoring**

Watershed Management and Monitoring includes expenditures and revenues for programs which provide the information required to develop appropriate resource management strategies and to identify priority actions to maintain a healthy watershed. Also included are the maintenance and operations of all Flood and Erosion Control Structures and the operations of the Flood Forecasting and Warning system.

**Source Protection Program**

The Source Protection Program includes expenditures and revenues for the development of a "Drinking Water Source Protection" plan for the Lake Erie Source Protection Region (includes Grand River, Longpoint Region, Kettle Creek, and Catfish Creek Conservation Authorities).

**Resource Planning**

Resource Planning includes expenditures and revenues associated with reviewing official plans, zoning bylaws, development plans and other planning proposals, in accordance with Conservation Authority and Municipal Agreements. It also includes, administration of floodplain regulations and watershed management consulting outside of the Grand River watershed, which is performed on a fee-for-service basis and generates a profit.



### **Watershed Stewardship**

Watershed Stewardship includes those activities associated with providing service and/or assistance to private and public landowners, and community groups on sound environmental practices that will enhance, restore or protect natural heritage features on their properties.

### **Conservation Land Management**

Conservation Land Management includes all expenditures and revenues associated with the acquisition and management of land owned/managed by the Authority. This includes the protection of provincially significant conservation lands, woodlot management, rental/lease agreements and other revenues generated from managing lands and facilities. These expenditures do not include those associated with recreation and education programs on Authority lands.

### **Recreation and Education**

Recreation and Education includes expenditures and revenues associated with delivering recreational and educational programs on Authority lands at a number of active conservation areas and nature centres.

### **Corporate Services**

Corporate services include the costs associated with head office facilities and functions other than technical staff and associated programs.

### **Information Systems and Motor Pool**

Net Information Systems and Motor Pool usage charges includes the support areas that are charged out to other cost centres on an "as used" basis. Information Systems consists of the head office, conservation area and nature centre computer systems. User cost centres incur a charge for their computer use. Motor Pool is the vehicles and equipment that are used for operations and capital projects by other cost centres. When equipment or vehicles are used, the cost centre is charged for the use of the asset.

**(d) Investments**

Investments include term deposits and Federal and Provincial Government bonds in accordance with the investment policy that was approved by the general membership. Investments are carried at the redemption amount adjusted for unamortized purchase premiums or discounts. Premiums and discounts are amortized on an effective-yield basis over the term to maturity. Interest income is recorded as it accrues. When the value of any investment is identified as impaired, the carrying amount is adjusted to the estimated realizable value and any adjustments are included in investment income in the year the impairment is recognized.

**(e) Accounts Receivable**

Accounts Receivable is reported net of any allowance for doubtful accounts.

**(f) Inventory**

Inventory is valued at the lower of cost or replacement cost.

**(g) Interest Allocation**

The Authority follows the policy of consolidating funds on hand for investment purposes. Interest income is generally recognized into income unless the provisions of a relevant agreement or legislation require that the income be restricted, then restricted interest income is recognized in deferred revenue until used for the purpose or purposes specified.

**(h) Use of Estimates**

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the dates of the financial statements and the reported amounts of revenue and expenses during the year. Significant items subject to such estimates and assumptions include accrued liabilities, contaminated site liability, contingencies and tangible capital assets. Actual results could differ from estimates.

(i) **Tangible Capital Assets**

Tangible capital assets are recorded at cost which include amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized in a straight line basis over their estimated useful lives as follows:

<b>Asset</b>	<b>Useful Life - Years</b>
Site Improvements	5 - 50
Buildings	10 - 50
Furniture and Equipment	10 - 15
Motor Pool	5 - 10
Communications and Computer	5
Water Control Structures	20 - 80

Annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

(i) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(ii) Natural resources

Natural resources that have not been purchased are not recognized as assets in the financial statements.

(iii) Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in the financial statements.

(j) **Non-financial assets**

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(k) **Contaminated sites**

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard.

A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met:

- a) An environmental standard exists
- b) Contamination exceeds the environmental standard
- c) The Authority is directly responsible or accepts responsibility for the liability
- d) Future economic benefits will be given up, and
- e) A reasonable estimate of the liability can be made.

(2) **Investments**

Investments include the following amounts:

	<b>2017</b>	<b>2016</b>
Term Deposit maturing in two years (Interest rate 1.80%) Market value at December 31, 2017 - \$758,285 (2016 - \$741,448)	\$ 726,046	\$ 726,046
Bonds maturing within one year (Interest rates vary between 1.70% and 2.82%) Market value at December 31, 2017 - \$4,995,214 (2016 - \$3,724,804)	4,987,000	3,686,000
Bonds maturing within one to five years (Interest rates vary between 1.30% and 2.81%) Market value at December 31, 2017 - \$6,252,590 (2016 - \$3,610,655)	6,308,000	3,565,000
Bonds maturing within six to ten years (Interest rate 1.70% - 2.15%) Market Value at December 31, 2017 - \$3,194,095 (2016 - \$6,382,882)	3,300,000	6,480,000
High interest savings account (Interest rate 0.95% - 1.665%) Market value at December 31, 2017 - \$10,480,242 (2016 - \$10,925,028)	10,480,242	10,925,027
Sub-Total	\$ 25,801,287	\$ 25,382,073
Plus: Unamortized purchase premium/(discount)	(8,196)	19,997
Total	\$ 25,793,092	\$ 25,402,070

(3) Deferred Revenue

	2017	2016
<b>Balance, end of year:</b>		
Source Protection Program	\$ 618,224	\$ 542,408
Rural Water Quality Program	990,615	1,067,055
Water and Erosion Control Infrastructure	203,022	190,818
Other Watershed Programs	1,292,899	1,052,746
Cottage Rent	289,420	373,827
Other Miscellaneous	616,487	680,524
<b>Total Deferred Revenue</b>	<b>\$ 4,010,667</b>	<b>\$ 3,907,378</b>
<b>Balance, beginning of year:</b>		
Source Protection Program	\$ 542,408	\$ 1,051,501
Rural Water Quality Program	1,067,055	1,187,674
Water and Erosion Control Infrastructure	190,818	-
Other Watershed Programs	1,052,746	843,724
Cottage Rent	373,827	189,347
Other Miscellaneous	680,524	552,685
	<b>\$ 3,907,378</b>	<b>\$ 3,824,931</b>
Grant Contributions	4,756,438	3,678,991
Interest	3,561	2,277
Other	1,036,220	1,261,989
<b>Total Revenue</b>	<b>\$ 5,796,219</b>	<b>\$ 4,943,257</b>
Contributions Used	5,692,930	4,860,810
<b>Balance, end of year</b>	<b>\$ 4,010,667</b>	<b>\$ 3,907,378</b>

#### (4) Tangible Capital Assets

<b>Cost</b>	<b>Balance at 31-Dec-16</b>	<b>Additions</b>	<b>Disposals/ Transfers</b>	<b>Balance at 31-Dec-17</b>
Land and Land Improvements	\$ 31,269,798	\$ -	\$ (51,506)	\$ 31,218,292
Site Improvements	14,099,069	633,857	(93,098)	14,639,828
Buildings	15,822,806	911,421	(390,525)	16,343,702
Furniture and Equipment	1,775,413	307,985	(75,762)	2,007,636
Motor Pool	4,268,821	272,821	(249,384)	4,292,258
Communications and Computers	1,506,977	151,971	(57,140)	1,601,808
Water Control Structures	96,996,604	205,390	(4,861)	97,197,133
Assets Under Construction	955,577	786,337	(828,396)	913,518
	<u>\$ 166,695,065</u>	<u>\$ 3,269,782</u>	<u>\$ (1,750,672)</u>	<u>\$ 168,214,175</u>

<b>Accumulated Amortization</b>	<b>Balance at 31-Dec-16</b>	<b>Disposals</b>	<b>Amortization Expense</b>	<b>Balance at 31-Dec-17</b>
Site Improvements	\$ 8,261,233	\$ (52,604)	\$ 442,014	\$ 8,650,643
Buildings	9,357,285	(335,730)	396,342	9,417,897
Furniture and Equipment	944,124	(72,816)	145,700	1,017,008
Motor Pool	3,245,868	(199,108)	238,035	3,284,795
Communications and Computers	1,087,694	(57,140)	146,353	1,176,907
Water Control Structures	53,506,460	(2,712)	1,804,317	55,308,065
	<u>\$ 76,402,664</u>	<u>\$ (720,110)</u>	<u>\$ 3,172,761</u>	<u>\$ 78,855,315</u>

	<b>Net Book Value 31-Dec-16</b>	<b>Net Book Value 31-Dec-17</b>
Land and Land Improvements	\$ 31,269,798	\$ 31,218,292
Site Improvements	5,837,836	5,989,185
Buildings	6,465,521	6,925,806
Furniture and Equipment	831,289	990,628
Motor Pool	1,022,953	1,007,463
Communications and Computers	419,283	424,901
Water Control Structures	43,490,144	41,889,068
Assets Under Construction	955,577	913,517
	<u>\$ 90,292,401</u>	<u>\$ 89,358,860</u>

<b>Cost</b>	<b>Balance at 31-Dec-15</b>	<b>Additions</b>	<b>Disposals/ Transfers</b>	<b>Balance at 31-Dec-16</b>
Land and Land Improvements	\$ 31,394,046	\$ -	\$ (124,248)	\$ 31,269,798
Site Improvements	13,940,739	168,789	(10,459)	14,099,069
Buildings	15,616,074	337,417	(130,685)	15,822,806
Furniture and Equipment	1,734,658	151,212	(110,457)	1,775,413
Motor Pool	4,064,113	343,631	(138,923)	4,268,821
Communications and Computers	1,398,406	115,089	(6,518)	1,506,977
Water Control Structures	95,923,246	1,073,358	-	96,996,604
Assets Under Construction	1,123,733	710,013	(878,169)	955,577
	<u>\$ 165,195,015</u>	<u>\$ 2,899,509</u>	<u>\$ (1,399,459)</u>	<u>\$ 166,695,065</u>

<b>Accumulated Amortization</b>	<b>Balance at 31-Dec-15</b>	<b>Disposals</b>	<b>Amortization Expense</b>	<b>Balance at 31-Dec-16</b>
Site Improvements	\$ 7,836,531	\$ (10,459)	\$ 435,161	\$ 8,261,233
Buildings	9,085,832	(111,953)	383,406	9,357,285
Furniture and Equipment	923,609	(110,457)	130,972	944,124
Motor Pool	3,133,424	(135,909)	248,353	3,245,868
Communications and Computers	932,955	(6,132)	160,871	1,087,694
Water Control Structures	51,714,229	-	1,792,231	53,506,460
	<u>\$ 73,626,580</u>	<u>\$ (374,910)</u>	<u>\$ 3,150,994</u>	<u>\$ 76,402,664</u>

	<b>Net Book Value 31-Dec-15</b>	<b>Net Book Value 31-Dec-16</b>
Land and Land Improvements	\$ 31,394,046	\$ 31,269,798
Site Improvements	6,104,208	5,837,836
Buildings	6,530,242	6,465,521
Furniture and Equipment	811,049	831,289
Motor Pool	930,689	1,022,953
Communications and Computers	465,451	419,283
Water Control Structures	44,209,017	43,490,144
Assets Under Construction	1,123,733	955,577
	<u>\$ 91,568,435</u>	<u>\$ 90,292,401</u>



### **Assets Under Construction**

Assets under construction having a value of \$913,518(2016 - \$955,577) have not been amortized.

Amortization of these assets will commence when the asset is put into service.

### **Write-down of Tangible Capital Assets**

The write-down of tangible capital assets during the year was \$nil (2016 - \$nil).

#### **(5) Contaminated Site Liability**

The Authority has an estimated liability of \$812,912 as at December 31, 2017 (2016 - \$673,140) for future remediation of three of its properties. The properties include a former landfill site in the City of Brantford, a former industrial site in the City of Guelph and a former residential site in the City of Cambridge. These properties were purchased by the Authority in the 1970s under flood control projects. The Ministry of the Environment and Climate Change has requested remediation on the Brantford and Cambridge properties. The estimated future cost of the work at Brantford is based on a detailed remediation plan prepared by a qualified external consultant. Staff have estimated the future cost of remediation for the Guelph and Cambridge properties based on preliminary investigations carried out by an environmental consulting firm.

#### **(6) 2017 Budget**

The budget figures are those adopted at the General Meeting of the Authority held February 23, 2017. The Authority only prepares a budget for the statement of operations, the budget figures in the statement of change in net financial assets has not been provided.

(7) **Commitments**

The Authority generally enters into contracts for the construction of large infrastructure type projects. In 2017, contracts in progress include the sewage forcemain at Elora Pines, Parkhill turbine, floodplain mapping, and the contaminated site clean-up in the City of Cambridge. Total costs of approximately \$2,100,000 are expected to be incurred in 2018.

(8) **Contingencies**

The Authority recognizes that liabilities may arise due to certain contract and labour relations matters that were outstanding at year end, in the normal course of business. Additionally, legal action has been taken against the Authority for personal injury claims, property damage and other contractual matters. The outcome of these actions is not presently determinable. It is management's opinion that the Authority's insurance coverage and/or accumulated surplus will adequately cover any potential liabilities arising from these matters.

**(9) Accumulated Surplus**

Accumulated surplus consists of tangible capital asset and other surplus and reserve funds as follows:

	<b>2017</b>	<b>2016</b>
<b>Operating</b>		
Property and Liability Insurance	\$ 270,383	\$ 270,383
Building and Mechanical Equipment	1,496,833	1,341,833
Small Office Equipment	7,257	7,134
Personnel	1,037,112	1,022,112
Apps' Mill Nature Centre	23,398	23,000
Laurel Creek Nature Centre	66,065	67,350
Guelph Lake Nature Centre	104,633	34,044
Shade's Mills Nature Centre	27,327	26,862
Taquanyah Nature Centre	3,567	10,240
Computer Replacement	1,197,993	1,248,196
Forestry Management	648,359	579,341
Cottage Operations	509,301	391,529
Property Rental	337,824	212,154
Planning Enforcement	417,142	410,049
Grand River Management Plan	103,190	101,435
Watershed Restoration	103,552	101,791
<b>Total Operating Reserves</b>	<b>\$ 6,353,936</b>	<b>\$ 5,847,453</b>
<b>Capital</b>		
Completion of Capital Projects	147,000	147,000
Cambridge Desiltation Pond	8,022	8,623
Gravel	235,217	231,219
General Capital	552,103	542,716
Major Dam Maintenance	2,812,749	2,468,059
Gauges	541,859	468,751
Conservation Area	4,274,499	3,693,335
Land Reserves	5,790,167	6,572,940
<b>Total Capital Reserves</b>	<b>\$14,361,616</b>	<b>\$14,132,643</b>
<b>Motor Pool</b>		
Motor Pool Equipment Replacement	1,900,423	1,714,604
Vehicle Insurance	81,254	79,872
<b>Total Motor Pool Reserves</b>	<b>\$ 1,981,677</b>	<b>\$ 1,794,476</b>
<b>Total Reserves</b>	<b>\$22,697,229</b>	<b>\$21,774,572</b>

Land reserves represent the net proceeds of land sales and are available for approved projects including purchases of conservation lands within the Watershed in accordance with Authority policies and Provincial Regulations.

**(10) Pension and Retirement Benefits**

The Authority makes contributions to the Ontario Municipal Employees Retirement System (“OMERS”), which is a multi-employer plan, on behalf of all eligible members of its staff. The plan is a defined benefit plan, which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay.

Because OMERS is a multi-employer pension plan, any pension plan surpluses or deficits are the joint responsibility of Ontario municipal organizations and their employees. As a result, the Authority does not recognize any share of the OMERS pension surplus or deficit.

The latest available report for the OMERS plan was December 31, 2016. At that time the plan reported a \$5.7 billion actuarial deficit (2015 - \$7.0 billion deficit), based on actuarial liabilities of \$87.0 billion (2015 - \$81.9 billion) and actuarial assets of \$81.2 billion (2015 - \$74.9 billion). Ongoing adequacy of the current contribution rates will need to be monitored and may lead to increased future funding requirements.

In 2017, the Authority’s contribution to OMERS was \$1,134,297 (2016 - \$1,085,308).

**(11) Related Entity**

The Grand River Conservation Foundation (“the Foundation”) is an independent organization and a Registered Charity that raises funds to finance selected operating and capital expenditures of the Authority. Although the Foundation disburses funds at the discretion of its own Board of Directors, it only funds approved projects of the Authority and the Chair of the Authority is a permanent member of the Foundation Board. The accounts of The Grand River Conservation Foundation are not included in these financial statements.

During 2017, the Foundation contributed \$698,380 (2016 - \$676,104) to fund projects carried out by the Authority. At December 31, 2017, the amount due from the Foundation to the Authority is \$205,788 (2016 - \$336,890). This receivable is included in "Other Receivables" on the Statement of Financial Position.

**(12) Public Sector Salary Disclosure**

Grand River Conservation Authority is subject to The Public Sector Salary Disclosure Act, 1996. Salaries and benefits that have been paid by the Authority and reported to the Province of Ontario in compliance with this legislation are listed on the Ontario Ministry of Finance website at <https://www.ontario.ca/page/public-sector-salary-disclosure#section-0> or can be provided in an alternate format upon request from the Authority.

**(14) Segmented Information**

<b>2017</b>								
	<b>Watershed Management and Monitoring</b>	<b>Source Protection Program</b>	<b>Resource Planning</b>	<b>Watershed Stewardship</b>	<b>Conservation Land Management</b>	<b>Recreation and Education</b>	<b>Corporate Services/IS and Motor Pool</b>	<b>Total</b>
<b>Revenue:</b>								
Levies	\$ 4,886,495	\$ -	\$ 981,832	\$ 1,999,100	\$ -	\$ 319,300	\$ 2,888,273	\$ 11,075,000
Grants	1,645,417	1,570,408	121,399	1,290,034	89,300	135,282	90,000	4,941,840
User fees and Other	-	-	973,097	635,945	3,603,961	9,409,434	526,164	15,148,601
Donations	-	-	-	268,788	183,325	284,915	33,954	770,982
<b>Total revenue</b>	<b>6,531,912</b>	<b>1,570,408</b>	<b>2,076,328</b>	<b>4,193,867</b>	<b>3,876,586</b>	<b>10,148,931</b>	<b>3,538,391</b>	<b>31,936,423</b>
<b>Expenses:</b>								
Salaries, Wages and Benefits	3,233,340	484,096	1,594,807	1,859,528	1,737,723	4,789,256	3,015,091	16,713,841
Operating Expenses	2,286,952	1,086,312	277,510	2,454,824	2,723,456	3,631,245	1,854,885	14,315,184
Amortization	1,691,802	840	-	17,607	220,445	657,312	584,755	3,172,761
Less: Chargebacks	-	-	-	-	-	-	(2,350,961)	(2,350,961)
<b>Total expenses</b>	<b>7,212,094</b>	<b>1,571,248</b>	<b>1,872,317</b>	<b>4,331,959</b>	<b>4,681,624</b>	<b>9,077,813</b>	<b>3,103,770</b>	<b>31,850,825</b>
<b>Annual surplus/ (deficit)</b>	<b>\$ (680,182)</b>	<b>\$ (840)</b>	<b>\$ 204,011</b>	<b>\$ (138,092)</b>	<b>\$ (805,038)</b>	<b>\$ 1,071,118</b>	<b>\$ 434,621</b>	<b>\$ 85,598</b>

<b>2016</b>								
	<b>Watershed Management and Monitoring</b>	<b>Source Protection Program</b>	<b>Resource Planning</b>	<b>Watershed Stewardship</b>	<b>Conservation Land Management</b>	<b>Recreation and Education</b>	<b>Corporate Services/IS and Motor Pool</b>	<b>Total</b>
<b>Revenue:</b>								
Levies	\$ 4,889,994	\$ -	\$ 1,001,132	\$ 1,922,300	\$ -	\$ 303,900	\$ 2,805,173	\$ 10,922,499
Grants	1,537,198	1,159,446	114,590	1,123,636	11,710	94,965	109,385	4,150,930
User fees and Other	-	-	922,763	627,372	3,937,462	9,413,513	447,597	15,348,707
Donations	-	-	-	308,528	138,043	319,885	36,376	802,832
<b>Total revenue</b>	<b>6,427,192</b>	<b>1,159,446</b>	<b>2,038,485</b>	<b>3,981,836</b>	<b>4,087,215</b>	<b>10,132,263</b>	<b>3,398,531</b>	<b>31,224,968</b>
<b>Expenses:</b>								
Salaries, Wages and Benefits	3,103,154	440,593	1,547,162	1,639,166	1,644,583	4,640,073	3,039,162	16,053,893
Operating Expenses	2,286,698	718,853	249,819	2,225,703	2,563,501	3,440,222	1,794,360	13,279,156
Amortization	1,685,091	840	-	16,636	211,823	646,349	590,255	3,150,994
Less: Chargebacks	-	-	-	-	-	-	(2,352,814)	(2,352,814)
<b>Total expenses</b>	<b>7,074,943</b>	<b>1,160,286</b>	<b>1,796,981</b>	<b>3,881,505</b>	<b>4,419,907</b>	<b>8,726,644</b>	<b>3,070,963</b>	<b>30,131,229</b>
<b>Annual surplus/ (deficit)</b>	<b>\$ (647,751)</b>	<b>\$ (840)</b>	<b>\$ 241,504</b>	<b>\$ 100,331</b>	<b>\$ (332,692)</b>	<b>\$ 1,405,619</b>	<b>\$ 327,568</b>	<b>\$ 1,093,739</b>



# Grand River Conservation Authority

**Audit Findings Report  
For the year ended December 31, 2017**

Prepared February 2, 2018 for upcoming Audit Committee meeting on February 14, 2018

[kpmg.ca/audit](http://kpmg.ca/audit)



The contacts at KPMG in connection with this report are:

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# Executive summary

## Purpose of this report

The purpose of this Audit Findings Report is to assist you, as a member of the audit committee, in your review of the results of our audit of the statements of Grand River Conservation Authority as at and for the year ended December 31, 2017.

This Audit Findings Report builds on the Audit Plan we presented to the Audit Committee on November 24, 2017.

## Changes from the Audit Plan

There have been no significant changes regarding our audit from the Audit Planning Report previously presented to you.

## Audit risks and results

We also discussed with you a significant financial reporting risk and other areas of audit focus. We have no significant matters to report to the audit committee in respect of them.

*See pages 4 to 6 and Appendix 2*

## Control and other observations

We did not identify any control deficiencies that we determined to be significant deficiencies in internal controls over financial reporting.

*Appendix 3*

## Adjustments and differences

We did not identify any adjustments that were communicated to management and subsequently corrected in the financial statements.

*See page 7*

## Significant accounting policies and practices

There have been no initial selections of, or changes to, significant accounting policies and practices to bring to your attention.

## Finalizing the audit

As of February 2, 2018 we have completed the audit of the financial statements, with the exception of certain remaining procedures, which include amongst others:

- Receipt of management representation letter dated February 23, 2018;
- Receipt of legal responses as at February 19, 2018;
- completing our discussions with the Audit Committee;
- obtaining evidence of the Board's approval of the financial statements.

Our auditors' report will be dated upon the completion of any remaining procedures.

\*This Audit Findings Report should not be used for any other purpose or by anyone other than the Audit Committee. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this Audit Findings Report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.

# Audit risks and results

We identified other areas of focus for our audit in our discussion with you in the Audit Plan. Findings from the audit regarding other areas of focus are as follows:

Other areas of focus	Our response and significant findings
Government grants	<ul style="list-style-type: none"> <li>• We examined contracts, letters and other supporting documentation to support the yearend balances and revenue recognition or deferral of revenue.</li> <li>• No issues were noted.</li> </ul>
Contingency disclosure	<ul style="list-style-type: none"> <li>• We inquired of the status of litigation with Management.</li> <li>• A legal letter has been sent to Authority's legal counsel regarding their opinion and assessment of this matter.</li> <li>• Based on the information obtained to date we feel it is still appropriate to continue to disclose contingencies in the financial statement notes.</li> </ul>

# Other observations

In our view, a key area for management's attention is asset management.

Year	TCA Additions (millions \$)	TCA Amortization (millions \$)	Summary observation
2012	2.3	3.2	— In aggregate, over the past six years, tangible capital assets have been acquired at a multiple of 80% of amortization, or 0.8 to 1.
2013	4.0	3.2	
2014	2.5	3.2	— To ensure that tangible capital assets are being renewed at a sustainable rate, a multiple of 1.5 – 2.0 should be maintained over the long term.
2015	2.4	3.1	
2016	2.0	3.2	— Note that large infrastructure projects can skew this analysis and need to be considered qualitatively.
2017	2.4	3.2	
<b>Average</b>	<b>2.6</b>	<b>3.2</b>	— Excluding land, the ratio of net book value to cost of tangible capital assets is 0.42 (2016 – 0.44). — This means that your assets, on average, are more than 1/2 of the way through their useful lives. Water control structures are the biggest driver, at a ratio of 0.43. We note that Authority continues to build its capital reserves for non-land acquisitions.

# Financial statement presentation and disclosure

The presentation and disclosure of the financial statements are, in all material respects, in accordance with the Authority's relevant financial reporting framework. Misstatements, including omissions, if any, related to disclosure or presentation items are in the management representation letter included in the Appendices.

We also highlight the following:

<b>Form, arrangement, and content of the financial statements</b>	The content of the financial statements is consistent with PSAB other than the disclosure of budget information for the statement of changes in net financial assets as discussed on page 7.
<b>Application of accounting pronouncements issued but not yet effective</b>	No new accounting standard changes.

# Adjustments and differences

Adjustments and differences identified during the audit have been categorized as “Corrected adjustments” or “Uncorrected differences”. These include disclosure adjustments and differences. Professional standards require that we request of management and the audit committee that all identified differences be corrected. We have already made this request of management.

## Corrected adjustments

We did not identify any adjustments that were communicated to management and subsequently corrected in the financial statements.

## Uncorrected differences

The management representation letter includes the Summary of Uncorrected Audit Misstatements, which disclose the impact of all uncorrected differences considered to be other than clearly trivial.

Public Sector Accounting Standards requires that budget information be disclosed on the statement of changes in net financial assets. This is an uncorrected presentation difference in the financial statements.

We concur with management’s representation that the presentation difference is not material to the financial statements. Accordingly, the differences have no effect on our auditors’ report.

# Appendices

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**Appendix 1: Required communications**

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**Appendix 2: Management representation letter**

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**Appendix 3: Background and professional standards**

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# Appendix 1: Required communications

In accordance with professional standards, there are a number of communications that are required during the course of and upon completion of our audit. These include:

- **Auditors' report** – the conclusion of our audit is set out in our draft auditors' report attached to the draft financial statements.
- **Management representation letter** – In accordance with professional standards, copies of the management representation letter are provided to the Audit Committee. The management representation letter is attached in Appendix 2.



# Appendix 2: Management representation letter

KPMG LLP  
115 King Street South  
2nd floor  
Waterloo, ON N2J 5A3  
Canada

February 23, 2018

Sirs:

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the financial statements (hereinafter referred to as "financial statements") of Grand River Conservation Authority ("the Entity") as at and for the period ended December 31, 2017.

**GENERAL:**

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

**RESPONSIBILITIES:**

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated November 24, 2017, including for:
  - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.
  - b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements, such as all financial records and documentation and other matters, including (i) the names of all related parties and information regarding all relationships and transactions with related parties; and (ii) the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements, and providing you with access to such relevant information. All significant board and committee actions are included in the summaries.
  - c) providing you with additional information that you may request from us for the purpose of the engagement.
  - d) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.
  - e) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and

maintenance of internal control to prevent and detect fraud.

- f) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.
- g) providing you with written representations that you are required to obtain under your professional standards and written representations that you determined are necessary.
- h) ensuring that internal auditors providing direct assistance to you, if any, were instructed to follow your instructions and that management, and others within the entity, did not intervene in the work the internal auditors performed for you.

**INTERNAL CONTROL OVER FINANCIAL REPORTING:**

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

**FRAUD & NON-COMPLIANCE WITH LAWS AND REGULATIONS:**

- 3) We have disclosed to you:
  - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud
  - b) all information in relation to fraud or suspected fraud that we are aware of and that affects the financial statements and involves: management, employees who have significant roles in internal control over financial reporting, or others, where the fraud could have a material effect on the financial statements.
  - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.
  - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements, whose effects should be considered when preparing financial statements.
  - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

**SUBSEQUENT EVENTS:**

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

**RELATED PARTIES:**

- 5) We have disclosed to you the identity of the Entity's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

**ESTIMATES:**

- 8) Measurement methods and significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

**GOING CONCERN:**

- 9) We have provided you with all relevant information relevant to the use of the going concern assumption in the financial statements.

**MISSTATEMENTS:**

- 10) The effects of the uncorrected misstatements described in Attachment II are immaterial, both individually and in the aggregate, to the financial statements as a whole.

**NON-SEC REGISTRANTS OR NON-REPORTING ISSUERS:**

- 11) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002). We also confirm that the financial statements of the Entity will not be included in the consolidated financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

Yours very truly,

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By: Mr. Joseph Farwell, Chief Administration Officer

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By: Ms. Sonja Radoja, Manager of Corporate Services

---

By: Ms. Karen Armstrong, Deputy CAO, Secretary Treasurer

cc: Audit Committee

## Attachment I – Definitions

### MATERIALITY

Certain representations in this letter are described as being limited to matters that are material. Misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements. Judgments about materiality are made in light of surrounding circumstances, and are affected by the size or nature of a misstatement, or a combination of both.

### FRAUD & ERROR

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

### RELATED PARTIES

In accordance with Chartered Professional Accountants of Canada Handbook - Public Sector Accounting Standards *related party* is defined as:

- Related parties exist when one party has the ability to exercise, directly or indirectly, control, joint control or significant influence over the other. Two or more parties are related when they are subject to common control, joint control or common significant influence. Two not-for-profit organizations are related parties if one has an economic interest in the other. Related parties also include management and immediate family members.

In accordance with Chartered Professional Accountants of Canada Handbook - Public Sector Accounting Standards a *related party transaction* is defined as:

- A related party transaction is a transfer of economic resources or obligations between related parties, or the provision of services by one party to a related party, regardless of whether any consideration is exchanged. The parties to the transaction are related prior to the transaction. When the relationship arises as a result of the transaction, the transaction is not one between related parties.

**Attachment II**

**Summary of uncorrected misstatements in presentation and disclosures**

1	Budget numbers missing from statement of changes in net financial assets	Uncorrected	Factual
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# Appendix 3: Background and professional standards

## Internal control over financial reporting

As your auditors, we are required to obtain an understanding of internal control over financial reporting (ICFR) relevant to the preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on internal control. Accordingly, we do not express an opinion on the effectiveness of internal control.

Our understanding of ICFR was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies and therefore, there can be no assurance that all significant deficiencies and other control deficiencies have been identified. Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors.

The control deficiencies communicated to you are limited to those control deficiencies that we identified during the audit.

## Documents containing or referring to the audited financial statements

We are required by our professional standards to read only documents containing or referring to audited financial statements and our related auditors' report that are available through to the date of our auditors' report. The objective of reading these documents through to the date of our auditors' report is to identify material inconsistencies, if any, between the audited financial statements and the other information. We also have certain responsibilities, if on reading the other information for the purpose of identifying material inconsistencies, we become aware of an apparent material misstatement of fact.

We are also required by our professional standards when the financial statements are translated into another language to consider whether each version, available through to the date of our auditors' report, contains the same information and carries the same meaning.

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