



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

Friday, December 13, 2024

9:30 a.m.

Hybrid Meeting of the General Membership

GRCA Administration Centre

Zoom Virtual Meeting

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	<b>Pages</b>
<b>1. Call to Order</b>	
<b>2. Certification of Quorum</b>	
<b>3. Chair's Remarks</b>	
<b>4. Review of Agenda</b>	
THAT the agenda for the General Membership Meeting be approved as circulated.	
<b>5. Declarations of Pecuniary Interest</b>	
<b>6. Minutes of the Previous Meeting</b>	<b>1</b>
THAT the minutes of the General Membership Meeting of November 22, 2024 be approved as circulated.	
<b>7. Business Arising from Previous Minutes</b>	
<b>8. Hearing of Delegations</b>	
<b>9. Presentations</b>	
<b>10. Correspondence</b>	
a. Susan Watson re: Freedom of Information Request regarding Niska Lands	<b>10</b>
THAT Correspondence from Susan Watson regarding a Freedom of Information request related to property known as the Niska Lands be received as information.	

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

12. Reports:

- a. GM-12-24-114 - Budget 2025-Notification to Municipalities 13
- THAT a letter be sent to participating municipalities on December 20, 2024 advising them of the General Membership meeting to be held on January 24, 2025 to approve the 2025 municipal apportionment and of the General Membership meeting to be held on February 28, 2025 to approve the 2025 Budget;
- AND THAT the Grand River Conservation Authority 2025 Budget Draft #1 and apportionment amounts be included with the letter.
- b. GM-12-24-113 - Report of the Audit Committee 14
- THAT the Report of the Audit Committee be received as information;
- AND THAT the Audit Committee Terms of Reference dated November 22, 2024 be approved and implemented;
- AND THAT the Reserves Policy dated November 22, 2024 be approved and implemented;
- AND THAT the Audit Plan for the year ending December 31, 2024, proposed by KPMG Chartered Professional Accountants, Licensed Public Accountants be approved.
- c. GM-12-24-120 - Cash and Investment Status 24
- THAT Report Number GM-12-24-120 – Cash and Investment Status – November 2024 be received as information.
- d. GM-12-24-119 - Financial Summary 26
- THAT the Financial Summary for the period ending November 30, 2024 be approved.
- e. GM-12-24-117 - Parkhill Dam 47
- THAT Report Number GM-12-24-117 – Parkhill Dam be received as information.
- f. GM-12-24-116 - Brantford Ice Jam Mitigation Class Environmental Assessment Consulting Contract 50
- THAT the Grand River Conservation Authority award the contract for the Brantford Ice Jam Mitigation Class Environmental Assessment for the amount of \$134,355 (excluding HST) to Matrix Solutions Inc;
- AND THAT a contingency of 10 percent be included in the overall project budget for a total project budget of \$147,790.50(excluding HST).

- g. GM-12-24-115 - Residential Program Wind-down: Status Update 52  
 THAT Report GM-12-24-115 – Residential Program Wind-down: Status Update be received as information.
- h. GM-12-24-112 - ERO Posting 019-9325 Permit to Take Water application 55  
 THAT Report Number GM-12-24-112 – ERO Posting 019-9325 Permit to Take Water application be received as information.
- i. GM-12-24-122 - Update on the Watershed-wide Wastewater Optimization Program 57  
 THAT Report Number GM-12-24-122 – Update on the Watershed-wide Wastewater Optimization Program be received as information.
- j. GM-12-24-118 - Grand River Watershed Flood Notification System 59  
 THAT Report Number GM-12-24-118 – Grand River Watershed Flood Warning System be received as information.
- k. GM-12-24-121 - Current Watershed Conditions 65  
 THAT Report Number GM-12-24-121 – Current Watershed Conditions as of December 3, 2024 be received as information.

**13. Committee of the Whole**

**14. General Business**

**15. 3rd Reading of By-Laws**

**16. Other Business**

**17. Closed Meeting**

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

- a. Minutes of the previous closed session
- b. Litigation or Potential Litigation

**18. Next Meetings**

- Strategic Planning Session (Closed to public) - Friday, January 17, 2025 at 9:30 a.m. (Hybrid)
- General Membership - Friday, January 24, 2025 at 9:30 a.m. - Election of Officers (Hybrid)
- Audit Committee - Wednesday, February 19, 2025 at 9:30 a.m.
- Annual General Meeting - Friday, February 28 at 9:30 a.m. (Hybrid)

**19. Adjourn**

Regrets only to:

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



## Grand River Conservation Authority Minutes - General Membership Meeting

Date: November 22, 2024  
Time: 9:30 am  
Location: Hybrid Meeting of the General Membership  
GRCA Administration Centre  
Zoom Virtual Meeting

Members Present Bruce Banbury, Christine Billings, John Challinor II, Ken Yee Chew, Brian Coleman, Mike Devine, Susan Foxtan, Guy Gardhouse, Gord Greavette, Lisa Hern, Colleen James, Daniel Lawrence, Dave Miller, Sandy Shantz, Rob Shirton, Jerry Smith, Shawn Watters, Chris White, Kari Williams, Pam Wolf

Regrets Gino Caputo, Doug Craig, Kevin Davis, Jim Erb, Natasha Salonen, Alex Wilson

Staff Samantha Lawson, Karen Armstrong, Beth Brown, Krista Bunn, Joel Doherty, Brandon Heyer, Janet Ivey, Kayleigh Keighan, Murray Lister, Katelyn Lynch, Sonja Radoja, Lisa Stocco, Vahid Taleban, Pam Walther-Mabee, Benjamin Cheng, Eowyn Spencer

### 1. Call to Order

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

### 2. Certification of Quorum

The Secretary-Treasurer certified quorum with more than half of the Members present. A total of 20 Members attended the meeting.

### 3. Chair's Remarks

The Chair welcomed the Members and made the following remarks:

- Board members and other watershed dignitaries have received an invitation to attend the annual Chair's Reception for refreshments following the December 13 Board meeting. The reception will be held in the office of the CAO, and we look forward to seeing everyone.
- As part of the planning process for the strategic plan, a strategic planning session will be held for Board Members on January 17, 2025. This session will be a half day planning and discussion session and will be held in a hybrid format hosted at the GRCA. Strategic planning sessions are not open to the public and no official business will be conducted.

### 4. Review of Agenda

24-178

**Moved By** John Challinor II

**Seconded By** Pam Wolf

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

**Carried**

**5. Declarations of Pecuniary Interest**

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

**6. Minutes of the Previous Meeting**

24-179

**Moved By** Shawn Watters

**Seconded By** Susan Foxtan

THAT the minutes of the October 25, 2024 meeting of the General Membership be approved as circulated.

**Carried**

**7. Business Arising from Previous Minutes**

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

**8. Hearing of Delegations**

There were no Delegations.

**9. Presentations**

There were no Presentations.

**10. Correspondence**

**10.a Benjamin Doolittle UE, Mohawk Nation of Grand River**

- S.Lawson commented that staff reached out to Six Nations regarding this correspondence, and they advised that they have no affiliation with the group that submitted this correspondence.

**10.b Susan Watson - Freedom of Information Request regarding Niska Lands**

**10.c Phil Pothen, Environmental Defence**

- S.Lawson addressed the correspondence items related to a recent Freedom of Information Request, noting that staff conducted an extensive search through historical documents and provided the information that was retrieved in the search to the requestor. A map included in the 1982 Hanlon Creek Conservation Area plan was presented, which outlined the specific property in the request (Niska lands) as well as surrounding properties that were acquired around the same time. It was noted that the plan was not approved by the Province.
- The request was specific to two items, a property purchase and a provincial grant amount. From the perspective of the GRCA, the requests did not match our available records, and as such the requestor was provided with the information available.
- C.Billings asked for clarification regarding the letter provided as part of the request, and S.Lawson confirmed that to the best of staff's knowledge, it appears that the letter and the certificate of title are two different items. Many properties were acquired throughout the 1970s for various flood management projects in the Guelph area with recreation as a secondary use. In response to a follow up question from C.Billings, S.Lawson agreed that the specific letter from MNR pertaining to the land purchase in question may be obtained from the provincial archives.

24-180

**Moved By** Guy Gardhouse

**Seconded By** Rob Shirton

THAT Correspondence from Benjamin Doolittle UE, Mohawk Nation of Grand River regarding the establishment of Mohawk Environmental Protection and Sustainability Initiative, and from Susan Watson and Phil Pothen regarding a Freedom of Information request related to Niska Lands be received as information.

**Carried**

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

None.

**12. Reports:**

**12.a GM-11-24-110 - By-law Update - Change to Vice-Chair**

There were no comments or questions for this item.

24-181

**Moved By** John Challinor II

**Seconded By** Pam Wolf

THAT By-law 1-2025 be read a first, second, and third time and adopted by the General Membership, to take effect on January 1, 2025;

AND THAT By-law 2-2024 be repealed on January 1, 2025;

AND THAT a copy of By-law 1-2025 be forwarded to the Ministry of the Natural Resources and posted on the Grand River Conservation Authority's website.

**Carried**

**12.b GM-11-24-111 - Fee Policy and Fee Schedule Amendments**

- S.Shantz inquired about provincial grant opportunities or subsidies related to housing. S.Lawson confirmed funding of that nature may be applicable through municipalities, and added that the GRCA is currently under a Minister's order to freeze planning-related fees and as such, approval to increase planning and permit fees is pending confirmation from the Province regarding the freeze for 2025.
- D.Miller inquired about the cost of attending Nature Centre programs, and L.Stocco confirmed the posted fee is based on cost recovery so remains the same regardless of group size.

24-182

**Moved By** Daniel Lawrence

**Seconded By** Bruce Banbury

THAT the amended Grand River Conservation Authority Fee Policy as outlined in this report be approved and implemented effective January 1, 2025;

AND THAT the amended Fee Schedule 1 – Outdoor Environmental Education Fees be approved and implemented effective January 1, 2025;

AND THAT the amended the Schedule 3 – Planning and Regulations Fees be approved and implemented effective January 1, 2025 unless otherwise directed through a Minister's Direction.

**Carried**

**12.c GM-11-24-101 - Reserves 2024**

- S.Radoja presented an overview of GRCA Reserve funds and highlighted the recommendation to create three new stabilization reserves that correlate to the three categories of GRCA programs and services.
- Board Members thanked staff for the presentation and the approach taken regarding stabilization reserves, and asked questions regarding the purpose of the new reserves, federal funding opportunities for climate resilience, outdated titles of line items under specific reserves, interest allocation, and contaminated sites.
- S.Radoja responded to questions with the following points:
  - Definitions of the new reserves and when they would be used can be incorporated into the guidelines, as well as ongoing financial reports to the Board.
  - In cases where the Board directs category 3 surplus to be allocated to category 1 reserves, it would be done for a specific purpose.

- The GRCA did not apply for recent federal grants related to climate change, as there are other projects and works underway and priority work related to shoreline projects in the GRCA watershed have already been done.
- The Guelph Valley Lands item in the Land Sale Reserves is an outdated reference related to lands acquired for the Guelph Reservoir project. Those dollars are not earmarked to a specific municipality, and the line item will be removed with the amount absorbed into the overall balance.
- Interest allocation was determined by a previous Board and has subsequently been allocated to operating revenue for a few specific reserves to reduce the impact on municipal apportionment and that direction has continued to be applied.
- New accounting standards require that contaminated sites are recorded as a liability, and it remains highlighted for transparency.
- There are sufficient reserves to support the five-year water control major maintenance forecast as reported later in this agenda, and water control infrastructure capital is an approved expenditure for the Land Sale Reserve.

24-183

**Moved By** Brian Coleman

**Seconded By** Christine Billings

THAT the *Property and Liability Insurance* Reserve be maintained at an amount equal to opening balance, less significant uninsured losses, and no interest to be allocated to this reserve for 2024;

AND THAT the *Building and Mechanical Equipment* Reserve be maintained at an amount equal to opening balance, less expenses or any unspent budgeted building maintenance and equipment amounts be transferred to this reserve for future expenditures, and no interest to be allocated to this reserve for 2024;

AND THAT the *Personnel* Reserve be maintained at an amount equal to opening balance, less expenditures or accruals for sick leave, vacation, staff restructuring and/or termination of employees, plus repayment by Canada Revenue Agency of any CEWS interest charges, and no interest be allocated to this reserve for 2024;

AND THAT the *Transition* Reserve be maintained at an amount equal to opening balance, less net 2024 deficit generated by the Outdoor Environmental Education program, budgeted (or forecast) transfers from reserve, plus interest;

AND THAT the *Nature Centre* Reserves be maintained at amounts equal to opening balance, less expenses related to major maintenance of the Nature Centre buildings, plus interest;

AND THAT the *Information Systems and Technology* Reserve be maintained at a level where interest income and charge-out rates equal total operating and capital costs over the long run;

AND THAT the *Cottage Lot Program* Reserve be maintained at an amount equal to the opening balance, less unbudgeted expenses related to Cottage Lot program, plus unspent 2024 budgeted cottage lot expenses related to service fee expenses, plus interest;

AND THAT the *Grand River Water Management Plan* Reserve be maintained at an amount equal to opening balance, less expenses related to updating the water management plan as budgeted (or forecast), plus interest;

AND THAT the *Planning Enforcement* Reserve be maintained at an amount equal to opening balance, plus any savings related to budgeted and unspent legal fees, less any expenses in excess of budget related to enforcement of planning regulations, plus interest;

AND THAT the *Property Rental Reserve* be maintained at an amount equal to opening balance, less unbudgeted maintenance expenses related to rental properties, plus any unspent budgeted property repairs and maintenance expenses including demolition costs, plus interest;

AND THAT the *Watershed Restoration Reserve* be maintained at an amount equal to opening balance, plus Category 3 special project funding surpluses, less expenditures for wetland acquisitions or enhancements in the watershed, less expenditures for natural heritage restoration projects and conservation services watershed restoration projects as outlined in the budget (or forecast), plus interest;

AND THAT the *Forestry Management Reserve* be maintained at an amount equal to opening balance plus transfers to reserve of timber revenues, less expenses related to forest management expenses as budgeted (or forecast), plus interest;

AND THAT the *Master Plans Reserve* be maintained at amount equal to opening balance, less expenditures for Master Plans as budgeted (or forecast), plus interest;

AND THAT the *Water Management Operating Reserve* be maintained at amount equal to opening balance, less expenditures for engineering staffing as budgeted (or forecast), plus interest;

AND THAT the *Cambridge Desiltation Pond Reserve* be maintained at an amount that reflects the funds advanced to the Authority by the City of Cambridge, less actual cost to maintain the pond, plus interest;

AND THAT the *Completion of Capital Projects Reserve* be maintained at an amount that reflects obligations under outstanding capital contracts, less payments;

AND THAT the *Gravel Reserve* be maintained at an amount that includes all gravel income to date, less eligible expenditures, consistent with the original or subsequent agreements with the Ministry of Natural Resources, plus interest;

AND THAT the *Land Sale Reserves* be maintained at amounts that include the proceeds of land sales, less costs (including interest charges) incurred to prepare lands for sale, less net expenditures and/or borrowing authorized by the Ministry of Natural Resources (MNR) and as per policy statement dated June 13, 1997 (including floodplain mapping expenses), plus interest;

AND THAT the *General Capital Reserve* be maintained at an amount which reflects the surplus transferred in from the former Dunnville Lock reserve, less expenditures for any Water Management Capital projects approved by the General Membership, less unbudgeted expenditures related to hydro turbine repairs, plus hydro generation revenue in excess of budgeted (or forecast) surplus, plus interest;

AND THAT the *Conservation Areas Capital/Stabilization Reserve*, increased/decreased by any surplus/deficit generated by the 'fee for use' Conservation Areas (excluding Luther) in 2024, plus interest;

AND THAT the *Gauge Reserve* be maintained at an amount equal to opening balance less expenses related to gauge equipment as identified in the budget (or forecast) as applicable, plus interest;

AND THAT the *Water Control Structures Reserve* be maintained at an amount equal to the opening balance, less any funding required for spending in excess of budget, plus any unspent major maintenance budget amount, plus any unspent operating budget amount that was to be funded from municipal apportionment, plus interest;

AND THAT the *Motor Pool Equipment Replacement Reserve* be maintained at a target level of approximately 15% to 25% of replacement cost of the Motor Pool fleet, plus interest;

AND THAT the *Motor Pool Insurance Reserve* be maintained at an amount equal to the opening balance, plus interest, less significant uninsured losses;

AND THAT the *Category 1 and General Operating Expense (mandatory) Stabilization Reserve* be maintained at an amount equal to opening balance, plus net residual surplus related to Category 1 programs and General Operating Expense financial statement, plus interest;

AND THAT the *Category 2 Stabilization Reserve* be maintained at an amount equal to opening balance, plus net residual surplus related to Category 2 programs, plus interest;

AND THAT the *Category 3 Stabilization Reserve* be maintained at an amount equal to opening balance, plus net residual surplus related to Category 3 programs, plus interest.

**Carried**

**12.d GM-11-24-107 - Cash and Investment Status**

There were no comments or questions for this item.

24-184

**Moved By** Daniel Lawrence

**Seconded By** Gord Greavette

THAT Report Number GM-11-24-107– Cash and Investment Status – October 2024 be received as information.

**Carried**

**12.e GN-11-24-106 - Financial Summary**

There were no comments or questions for this item.

24-185

**Moved By** Bruce Banbury

**Seconded By** Mike Devine

THAT the Financial Summary for the period ending October 31, 2024 be approved.

**Carried**

**12.f GM-11-24-109 - Per Diems and Honorariums 2025**

There were no comments or questions for this item.

24-186

**Moved By** Gord Greavette

**Seconded By** John Challinor II

THAT Report Number GM-11-24-109 – Per Diems and Honorariums for 2025 be received as information.

**Carried**

**12.g GM-11-24-102 - Complimentary GRCA Membership Passes**

There were no comments or questions for this item.

24-187

**Moved By** Shawn Watters

**Seconded By** Susan Foxtan

THAT Report Number GM-11-24-102 – 2025 Complimentary GRCA Membership Passes be received as information.

**Carried**

**12.h GM-11-24-105 - Water Control Structures Major Maintenance Forecast 2025-2029**

There were no comments or questions for this item.

24-188

**Moved By** Jerry Smith

**Seconded By** Guy Gardhouse

THAT Report Number GM-11-24-105 – Water Control Structures Major Maintenance Forecast – 2025-2029 be received as information.

**Carried**

**12.i GM-11-24-103 - Dam/River Safety in the Grand River Watershed**

- D.Miller commented that a number of recommendations were received from the public, but the report indicates that the GRCA won't implement the suggested measures and asked that staff speak to that concern.
- K.Lynch confirmed that the suggestions were taken into consideration and there are liability and operational constraints that prevent action being taken. The following key points were provided:
  - GRCA staff are not equipped to determine safe flows as safety is variable depending on user ability and types of equipment used. Providing information about 'safe flows' brings on a liability that is outside of the GRCA's core mandate.
  - The GRCA has no control over signage at access points that are not owned and operated by the GRCA.
  - GRCA owned and operated dams are inspected weekly, risk assessments are completed, and staff check signage to ensure visibility and condition. The GRCA has an internal work order system to report issues, and dams are highest priority.

24-189

**Moved By** Susan Foxton

**Seconded By** Kari Williams

THAT Report Number GM-11-24-103 – Dam/River Safety in the Grand River watershed be received as information.

**Carried**

**12.j GM-11-24-104 - Shand Dam Stoplog Storage Building - Tender Award**

24-190

**Moved By** Mike Devine

**Seconded By** Shawn Watters

THAT the Grand River Conservation Authority award the contract for the Shand Dam Stoplog Storage Building to Wellington Construction Contractors Inc. for the amount of \$322,000 (excluding HST);

AND THAT a contingency of 10 percent be included in the overall project budget for a total project budget of \$354,200 (excluding HST).

**Carried**

**12.k GM-11-24-108 - Current Watershed Conditions**

There were no comments or questions for this item.

24-191

**Moved By** Rob Shirton

**Seconded By** Sandy Shantz

THAT Report Number GM-11-24-108 – Current Watershed Conditions as of November 12, 2024 be received as information.

**Carried**

**13. Committee of the Whole**

Not required.

**14. General Business**

There was no General Business.

**15. 3rd Reading of By-Laws**

None.

**16. Other Business**

There was no Other Business.

**17. Closed Meeting**

24-192

**Moved By** Pam Wolf

**Seconded By** Brian Coleman

THAT the General Membership enter a closed meeting to discuss a confidential matter in accordance with the Municipal Act section 239(2) for the following purposes: labour relations or employee negotiations, and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**Carried**

24-193

**Moved By** Bruce Banbury

**Seconded By** Colleen James

THAT the General Membership return to open session.

**Carried**

**17.a Minutes of the previous closed session**

It was noted during the closed session that Gord Greavette was incorrectly marked as present for the previous closed session.

24-194

**Moved By** Susan Foxtton

**Seconded By** Shawn Watters

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

**Carried**

**17.b Labour relations or employee negotiations**

24-195

**Moved By** Guy Gardhouse

**Seconded By** Jerry Smith

THAT Confidential Report number GM-11-24-C11 be received as information.

**Carried**

**17.c Property Matter**

24-196

**Moved By** Kari Williams

**Seconded By** Brian Coleman

THAT Confidential Report number GM-11-24-C10 be received as information.

**Carried**

**17.d Litigation or potential litigation**

No motion was passed with respect to this item.

**18. Next Meeting - December 13, 2024 at 9:30 a.m.**

**19. Adjourn**

The meeting was adjourned at 10:48 a.m.

**Moved By** Susan Foxton

**Seconded By** Brian Coleman

THAT the General Membership Meeting be adjourned.

**Carried**

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Chair

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Secretary-Treasurer

**From:** [Susan Watson](#)  
**To:** [Chris White](#); [Sue Foxton](#); [officeofthemayor@brantford.ca](mailto:officeofthemayor@brantford.ca); [Guy Gardhouse](#); [Lisa Hern](#); [Shawn Watters](#); [Christine Billings](#); [Ken Yee Chew](#); [douggcraig@icloud.com](mailto:douggcraig@icloud.com); [Mike Devine](#); [Jim Erb](#); [Gord Greavette](#); [Colleen James](#); [Sandy Shantz](#); [Natasha Salonen](#); [Kari Williams](#); [Pam Wolf](#); [Jerry Smith](#); [John Challinor II](#); [Alex Wilson](#); [Bruce Banbury](#); [Brian Coleman](#); [David Miller](#); [Gino Caputo](#); [Dan Lawrence](#); [Rob Shirton](#); [Eowyn Spencer](#); [Phil Pothen](#); [Samantha Lawson](#)  
**Subject:** Attached archival news clipping proves FOI letter was for Niska/Kortright lands  
**Date:** November 22, 2024 10:12:08 AM  
**Attachments:** [FOI-2402-Release Documents - SWatson.pdf](#)  
[Feb 2 1977 1.pdf](#)

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Chair White and Members of the Board:

Please find attached a copy of a Guelph Mercury archival news clipping from February 2nd, 1977 which appeared 2 days after the date of the Minister's letter (January 31, 1977) which was retrieved via my FOI.

The article outlines the receipt of a grant of \$160,000 for a \$320,000 purchase of *the former Kortright Waterfowl Park*. These figures exactly match those in the Minister's letter.

This archival clipping was shared with the GRCA back in June when the matter of the Niska Management Plan was before you.

I frankly find the persistent promotion of the fabricated false narrative of the Hespeler dam shocking. No documentation has been provided on the public record to support this narrative. I can only conclude that this false narrative serves the purpose of justifying the ultimate goal of the sale of these lands which were clearly acquired for parkland and open space. Forty percent of the purchase cost was covered by Guelph citizens with the expectation that these lands would be protected in perpetuity.

*"It will also provide parkland and open space for future residents of the area."* Mac Coutts, former GRCA General Manager, as quoted in the Guelph Mercury, February 2, 1977.

Supporting archival documentation which I have attached to this email establishes that the letter retrieved via my FOI unequivocally pertains to the acquisition of the Kortright Waterfowl Park. There is no confusion in this regard. Any other assertion is a falsehood.

Sincerely,  
Susan Watson

----- Forwarded message -----

**From:** **Eowyn Spencer** <[espencer@grandriver.ca](mailto:espencer@grandriver.ca)>  
**Date:** Fri, 18 Oct 2024 at 11:06  
**Subject:** RE: Freedom of Information Request  
**To:** Susan Watson <[susanejwatson@gmail.com](mailto:susanejwatson@gmail.com)>

Hi Susan, Please see the attached the decision letter and release notice/documents related to your FOI request.

If you have any further questions, or to obtain printed copies, please feel free to contact me directly.

Kind regards,

Eowyn Spencer

Supervisor of Administrative Services

Grand River Conservation Authority

400 Clyde Road, PO Box 729

Cambridge, ON N1R 5W6

Office: 519-621-2763 ext. 2200

Toll-free: 1-866-900-4722

[www.grandriver.ca](http://www.grandriver.ca) | [Connect with us on social](#)

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**From:** Susan Watson <[susanejwatson@gmail.com](mailto:susanejwatson@gmail.com)>

**Sent:** Sunday, September 22, 2024 8:38 AM

**To:** Eowyn Spencer <[espencer@grandriver.ca](mailto:espencer@grandriver.ca)>

**Subject:** Freedom of Information Request

Ms. Eowyn Spencer

Freedom of Information Coordinator

Grand River Conservation Authority

400 Clyde Rd. PO Box 729

Cambridge, ON N1R 5W6

Dear Ms. Spencer:

I understand that amongst your many roles, you are also the Freedom of Information Coordinator for the GRCA.

I would like to request a copy of the application made to the Ministry of Natural Resources by the GRCA for MNR funds towards the purchase of the 116 acres of the former Kortright Waterfowl Park property (Ontario Waterfowl Research Foundation) in Guelph. The application was likely submitted to the MNR in 1976 or very early in 1977.

An archival article from the February 2, 1977 issue of the Guelph Mercury (attached) announced that a \$160,000 grant had been received from the Ministry of Natural Resources to cover the Province's 50% share of the property purchase price of

\$320,000.

The application may state that the purchase is related to the Guelph Valleylands project, the Hanlon Creek Conservation Area or the Hespeler Dam Project.

I am happy to provide credit card information over the phone for payment of the \$5 application fee at your convenience.

Thank you in advance for your help with this matter.

Sincerely,

Susan Watson

17 Kent St.

Guelph, Ontario

N1H 3B6

519-820-5403

# Grand River Conservation Authority

**Report number:** GM-12-24-114

**Date:** December 13, 2024

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

**Subject:** Budget 2025 – Notification to Municipalities

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## **Recommendation:**

THAT a letter be sent to participating municipalities on December 20, 2024 advising them of the General Membership meeting to be held on January 24, 2025 to approve the 2025 municipal apportionment and of the General Membership meeting to be held on February 28, 2025 to approve the 2025 Budget;

AND THAT the Grand River Conservation Authority 2025 Budget Draft #1 and apportionment amounts be included with the letter.

## **Summary:**

Not applicable.

## **Report:**

Ontario Regulation 402/22: Budget and Apportionment, made under the Conservation Authorities Act, requires that Conservation Authorities provide 30 days' notice to participating municipalities of a meeting at which municipal apportionment will be approved. The notice must include the amount of each municipality's apportionment and a copy of the most recent draft budget, which were both presented at the October 25, 2024 Board meeting.

Although the regulation does not require notice of the budget vote to be sent to participating municipalities, staff recommend continuing with that long-standing practice.

## **Financial Implications:**

Budget Draft #1 and the apportionment details are as presented at the October 25, 2024 meeting.

## **Other Department Considerations:**

Not applicable.

## **Prepared by:**

Kayleigh Keighan  
Manager of Finance

## **Approved by:**

Karen Armstrong  
Deputy CAO/Secretary Treasurer

# Grand River Conservation Authority

**Report number:** GM-12-24-113

**Date:** December 13, 2024

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

**Subject:** Chair's Report of the Audit Committee

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## **Recommendation:**

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

AND THAT the Audit Committee Terms of Reference dated November 22, 2024 be approved and implemented;

AND THAT the Reserves Policy dated November 22, 2024 be approved and implemented;

AND THAT the Audit Plan for the year ending December 31, 2024, proposed by KPMG Chartered Professional Accountants, Licensed Public Accountants be approved.

## **Summary:**

Not applicable.

## **Report:**

The Audit Committee met on November 22, 2024. John Challinor was appointed as Chair for a term commencing November 22, 2024 until the next Annual General Meeting.

The Audit Committee reviewed updates to the Committee Terms of Reference to reflect recent By-law updates and incorporate wording regarding special audits, and an updated Reserves Policy which reflects changes approved through [staff report GM-11-24-101 – Reserves 2024](#). The Terms of Reference and draft policy are attached.

The Grand River Conservation Authority's auditors, KPMG, presented the 2024 Audit Plan. The audit fee for 2024 was approved at the 2024 Annual General Meeting at \$47,615, which includes the audit fee (\$44,500) and the technology and support charge (\$3,115).

The following Resolutions were passed by the Audit Committee:

AUD-24-15

**Moved By** Brian Coleman

**Seconded By** Susan Foxtton

THAT the Audit Committee recommends to the General Membership that the Terms of Reference for the Audit Committee dated November 22, 2024 be approved and implemented.

**Carried**

AUD-24-16

**Moved By** Shawn Watters

**Seconded By** Pam Wolf

THAT the Audit Committee Recommends to the General Membership that the Reserve Funds Policy dated November 22, 2024 be approved and implemented.

**Carried**

AUD-24-17

**Moved By** Brian Coleman

**Seconded By** Pam Wolf

THAT the Audit Committee recommends to the General Membership that the Audit Plan for the year ending December 31, 2024, proposed by KPMG Chartered Professional Accountants, Licensed Public Accountants be approved.

**Carried**

**Financial Implications:**

Not applicable.

**Other Department Considerations:**

Not applicable.

**Submitted by:**

John Challinor II, Chair  
GRCA Audit Committee

## Grand River Conservation Authority Audit Committee Terms of Reference

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### 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, the Vice-chair(s), as applicable, and up to five other members appointed by and from the General Membership, without exceeding a total of seven appointed Committee Members. At its first meeting, the Audit Committee shall elect a Chair from its Members, excluding the Chair and Vice-Chair(s) of the Board. 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 ~~in accordance with the GRCA by law.~~

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 ~~in accordance with the GRCA by law.~~ Additional meetings may be arranged at the call of the Chair, the Auditor, or a member of the Audit Committee.

The Audit Committee reports to the General Membership. It is understood that the ~~e~~Chair of the Audit Committee and the external ~~a~~Auditor will have direct access to each other 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 the GRCA.
2. Have sufficient knowledge and ~~or~~ experience to understand and interpret financial statements. This knowledge may be gained through training provided by the 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 audits and direct staff regarding any action required in response to the ~~a~~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 Controls and the effectiveness of those controls in protecting the assets of the GRCA and ensuring effective and accurate financial reporting.
5. ~~To review, i~~n consultation with Management and the Auditors, to review any material contingency facing the GRCA and evaluate the appropriateness of the GRCA's disclosure of such items.
6. To review any other matter that ~~in its judgement~~ should be ~~taken into account~~ considered in reaching ~~its a~~ 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(s) 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 a Auditor.

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~~8-9.~~ To meet with the Auditor without Management present, at least once per year.

~~Approved February 23, 2024~~ Approved November 22, 2024

# Grand River Conservation Authority Reserves Policy



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## Purpose and Objectives

### Policy Statement

This policy establishes the objectives for reserves and reserve funds, standard of care, and responsibilities for their management and administration.

### Application

The General Membership and employees who are responsible for the creation, control, administration, and management of reserves and reserve funds.

### Corporate Structure and Applicable Legislation

The Grand River Conservation Authority (GRCA) is a non-share corporation, which was incorporated in 1966 by Bill 32, "An Act to establish the Grand River Conservation Authority". Bill 32 stated that the

Members also formed the Board of Directors of the Corporation. The Conservation Authorities Act (RSO 1990) applies to the GRCA and, as an Ontario Corporation Without Share Capital, Part III of the Corporations Act (RSO 1990) is also applicable. The accounting standards for Canadian public sector organizations, including Conservation Authorities, are established by the Public Sector Accounting Board (PSAB).

### Purpose of Reserves

A non-share corporation does not carry on business for the purpose of generating profits (surpluses). Under the PSAB standards, however, certain activities cause an “accumulated surplus” to be shown on a public sector organization’s balance sheet. A significant component of an accumulated surplus is the net (unamortized) value of the Tangible Capital Assets that the organization owns. A limited number of other items may also be included in the accumulated surplus on a Conservation Authority’s balance sheet, such as:

- a small surplus (or deficit) carried over from one year to the next, and,
- amounts that have been set aside in reserves.

Reserves are essentially savings that the organization has set aside for future projects, contingencies, or emergencies. Reserves promote financial stability and flexibility or may be a result of statutory requirements. The money to fund a reserve could have come from an operational surplus in a given period or been raised through municipal apportionment or other revenues.

Reserves are an appropriate way to save for such events because Conservation Authorities:

- may wish to avoid large fluctuations in annual municipal funding requests, and,
- may not be able to increase other revenues to accommodate major one-time expenditures.

### Definitions/Types of Reserves

Some of the GRCA’s reserves are created and funded at the discretion of the board of directors (the board) to ensure funds are available for future events (discretionary reserves). Other reserves are required due to outside interest or control over certain funds (non-discretionary reserves). The following table includes explanations and examples of reserves that fall into those two categories.

TYPE A: Discretionary Reserves	TYPE B: Non-discretionary Reserves
<p><u>Insurance, Building, and Equipment Reserves:</u> At the discretion of the board, GRCA may establish reserves to fund uninsured losses, deductibles, and unanticipated building equipment maintenance expenses. The source of funds for these types of reserves could be savings resulting from reduced insurance premiums (due to self-insurance or increased deductibles) or unspent budgeted amounts for expenses that fluctuate over time.</p> <p><u>Miscellaneous Operating Reserves:</u> At the discretion of the board, GRCA may establish</p>	<p><u>Land Sale Reserves:</u> The Conservation Authorities Act, Provincial Regulations and MNRF Policies and Procedures require that proceeds from the disposition of property (where provincial grants were provided to acquire the property) must be held in a capital reserve and used only for projects of provincial interest.</p> <p><i>Disposition of Property</i> includes selling, exchanging, granting of easement or otherwise disposing of land and fixed assets. This includes all oil/gas/gravel leases over one year in duration. This also includes all other leases</p>

TYPE A: Discretionary Reserves	TYPE B: Non-discretionary Reserves
<p>reserves for future operating expenses that are intermittent in nature. Examples include regulation enforcement, forestry management, cottage lot maintenance, one-time personnel expenses, etc.</p> <p><b>Capital Reserves:</b> It may be necessary to set aside money over time for large capital projects that are expected to take place in future years. In some cases, the money is raised by municipal funding, including matching funding for projects that are jointly funded by the province and GRCA. In other cases, the board may wish to set aside surpluses generated by a fee-based business unit for future capital improvements in that business unit (e.g. Conservation Areas).</p> <p><b>Stabilization Reserves:</b> The board may support setting aside surpluses generated by a non-municipally-funded municipally funded business unit to offset operating deficits in other years. GRCA has used this strategy for Conservation Areas, where revenues can fluctuate substantially due to uncontrollable factors such as weather, water quality, currency and other economic changes. <a href="#">The board may support setting aside net residual surpluses generated by municipally-funded 'Category 1, Category 2 and General Operating expense groupings. The board may support setting aside net residual surpluses generated by the non-municipally-funded Category 3 expense group. Net residual surplus is meant to ensure consideration be first given to specific motions to set aside reserves and consideration be first given to surplus carried forward to the following year's budget.</a></p> <p><b>Motor Pool/Computer Replacement Reserves:</b> These two departments are support areas that provide equipment and technology for other programs. Historically, the provincial granting process allowed costs for these two support areas to be allocated on an as-used basis to activities that were eligible for provincial grants. A process was developed whereby all departments are charged user fees for their use of Motor Pool and Information Systems and Technology. The internal revenue from those user fees goes into</p>	<p>over five years in duration (and renewals over five years in duration) where ownership/interest in the property is altered. This does not include management agreements in place for the operation and/or maintenance of the property where no exclusive rights or interest in the property are being transferred.</p> <p><i>Projects of provincial interest</i> include acquisition of provincially significant conservation lands or managed/agreement forest lands, major maintenance of flood control structures, acquisition of other ecologically significant lands, hazard land mapping in support of plan input or regulation programs, flood and erosion control capital projects and related studies and watershed/sub-watershed management plans that are inter-municipal in scope.</p> <p><b>Reserves required by contracts with others:</b> GRCA occasionally enters into contracts that stipulate that all, or a portion of funds provided by others be held in a reserve for future projects. An example would be where a portion of fees are to be held for maintenance of buildings.</p>

**Commented [SR1]:** Could potentially delete this section since nothing in place currently (i.e. School contracts no longer refer to reserves) but could also keep since may wish to establish in the future.

TYPE A: Discretionary Reserves	TYPE B: Non-discretionary Reserves
the Motor Pool and Computer reserves. All operating and capital costs associated with providing those services are paid from the same reserves. This ensures a fair allocation of costs while allowing the reserves to smooth out capital or other one-time expenditures over the long run. During the annual budgeting process, the board approves the user fees, expenditures and the methodology for staff to follow during the year.	

## Requirements

### Governance

The board has the ultimate responsibility for the accuracy of financial reporting and prudent management of resources. An effective system of governance is critical in carrying out this responsibility, which includes board-approved by-laws, policies, and procedures, as well as regular receipt and approval of reports regarding financial and other matters.

Each year, a financial audit is conducted by an external accounting firm. The board appoints members to an Audit Committee that is responsible for reviewing the audited financial statements and recommending their approval to the board. The Audit Committee is also responsible for reviewing internal controls, accounting practices/policies and significant accruals, provisions and estimates included in the financial statements.

### Management Responsibilities

The Secretary-Treasurer is responsible for implementing the board's direction regarding reserves. The Secretary-Treasurer and/or Manager of Corporate Services will review and make recommendations to the board, at least annually, regarding the need for new reserves, the financial adequacy of existing reserves and funding sources for reserves.

All contributions to and/or withdrawals from reserve and reserve funds will be clearly identified and segregated within the Corporation's accounting system.

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### Creation of Reserves

A Resolution of the board is required to create a new reserve, other than a reserve that falls under one of the exceptions outlined below. The required Resolutions are typically recommended by staff prior to year-end in an annual reserve report, but may also be recommended in a separate report when a specific transaction takes place.

The only exceptions to this are when reserves are non-discretionary reserves that are required under legislation or a board-approved contract with others (land sale reserves, funds provided by others for maintenance of a structure, etc.). In these instances, staff are authorized to create the reserves, with the details to be included in future board reports as information.

A staff recommendation to the board for the creation of a new reserve will include:

- rationale for creating reserve
- funding source(s)
- target balance for reserve (if applicable)
- amount and timing of projected disbursements (if known)

### Transfers to/from Reserves

Transfers to reserves must be approved by a Resolution of the board, unless the transfer relates to one of the non-discretionary reserve exceptions outlined above (required by legislation or contract). A Resolution to transfer funds to a reserve can be a one-time lump-sum amount (THAT the \$X,XXX be transferred to the [name] reserve) or can be a ~~formula~~ or principle for staff to follow (e.g. the methodology for funding the Motor Pool & Computer reserves).

All transfers from reserves (use of reserve funds) must be approved by a Resolution of the board. Similar to above, the Resolution ~~can~~ may be one-time or ~~can be~~ a formula or principle that staff will follow. When funds are to be transferred out of a non-discretionary reserve, staff will confirm that the use of the funds is consistent with the legislated or contracted requirement when presenting the recommended Resolution to the board for consideration.

### Investment Income and Reserves

GRCA's cash balances are pooled or combined for investment purposes. Investment income will be allocated to a reserve if it is:

- a) required by Resolution of the board, for discretionary reserve, or,
- b) required by a provincial policy or contract, for a non-discretionary reserve.

Any investment income allocated to reserves will be credited monthly to each reserve fund according to its proportionate share of the total investment portfolio, based on the weighted average return for all investment income (including the interest-bearing current account) during the month. Investments shall be made in accordance with the GRCA Banking and Investment Policy.

Note: If a discretionary reserve is considered to have reached a level that is sufficient to meet the future needs that it was established for, the board may direct staff to suspend the allocation of investment income to that reserve.

### Reporting

The monthly financial forecast board report will include actual and projected reserve adjustments as applicable.

The ~~five-year~~ five-year forecast, which is presented to the board mid-year, will include a summary of projected reserve balances and changes.

The annual budget review process will include detailed information on projected reserve balances and changes.

The audited financial statements will indicate the total amounts in reserve (on the balance sheet) and note disclosure will provide reserve details, compared to the prior year.

In the final quarter of each year, staff will prepare a comprehensive reserve report with an explanation of each reserve, forecasted year-end balances, and any recommendations for board approval of the current year's transfers and allocation of investment income, as required.

[The Ministry of Natural Resources \(MNR\)](#) has the right to review details of any transaction involving the land sale reserves. Staff maintain records and documentation to support any such requests. A copy of the audited financial statements is also forwarded to MNR annually.

## Appendix - Summary of Procedures for Reserves

	<b>TYPE A</b> (discretionary reserves)	<b>TYPE B</b> (non-discretionary reserves)
Purpose	To set aside funds for future events, at the discretion of the board.	To meet requirements of legislation or contracts with other organizations
Creation of a new reserve	Requires Board Resolution*	Can be created by staff if required by legislation or board-approved contract.
Transfers to a reserve	Requires Board Resolution*	Can be initiated by staff if required by legislation or board-approved contract.  Requires Board Resolution* unless one of the above exceptions applies
Transfers from a reserve	Requires Board Resolution*	Requires Board Resolution* (staff to confirm eligibility)
Investment Income	Allocated to a reserve at the discretion of the board.	Allocated to a reserve if required by legislation or contract.  <i>Note: MNR policy requires allocation of interest to land sale reserves.</i>
Reporting to Board	Included in <u>the</u> five-year forecast, budget process, monthly financial forecast, and annual detailed reserve report.	Included in <u>the</u> five-year forecast, budget process, monthly financial forecast, and annual detailed reserve report.
Reporting to MNR	Not required	Annually, for land sale reserves
Audited Financial Statements	Included on balance sheet and in note disclosure	Included on balance sheet and in note disclosure

**Commented [SR2]:** No longer get capital levies in this manner.

\*Resolution can be a one-time transfer or a formula or principle that staff will follow.

# Grand River Conservation Authority

**Report number:** GM-12-24-120

**Date:** December 13, 2024

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

**Subject:** Cash and Investment Status – November 2024

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## **Recommendation:**

THAT Report Number GM-12-24-120 – Cash and Investment Status – November 2024 be received as information.

## **Summary:**

The cash position including Notes Receivable of the Grand River Conservation Authority as at November 30, 2024 was \$62,807,086 with outstanding cheques written in the amount of \$18,292.

## **Report:**

See attached.

## **Financial Implications**

Interest rates, etc. are shown on the report.

## **Other Department Considerations:**

Not applicable.

## **Prepared by:**

Racha Ibrahim  
Senior Accountant

Sonja Radoja  
Manager of Corporate Services

## **Approved by:**

Karen Armstrong  
Deputy CAO/Secretary Treasurer

**Grand River Conservation Authority  
Cash and Investments Status Report  
November 30, 2024**

BANK ACCOUNTS	Location	Type	Amount	Interest Rate
	CIBC	Current Account	12,286,317	4.52%
	RBC	Current Account	46,451	nil
	Wood Gundy	Current Account	90,020	nil
	CIBC - SPP Holding	Current Account	885,324	4.52%
<b>TOTAL CASH - CURRENT ACCOUNT</b>			<b>13,308,112</b>	

INVESTMENT	Date Invested	Location	Type	Amount	Face Value Interest Rate	Yield Rate	Date of Maturity	2024 Total Interest Earned/ Accrued
		CIBC Renaissance	High Interest Savings Account	3,027,116	4.55%	4.55%	not applicable	413,446
		CIBC High Interest	High Interest Savings Account	2,293,101	4.55%	4.55%	not applicable	242,728
		One Investment Savings	High Interest Savings Account	4,878,757	4.58%	4.58%	not applicable	431,274
	September 23, 2021	Province of Ontario	Bond	2,300,000	1.23%	1.23%	December 2, 2026	27,156
	September 23, 2021	ManuLife Financial	Bond	2,000,000	2.24%	1.34%	May 12, 2030, call date 2025	37,326
	December 14, 2022	CIBC	Bond	4,100,000	3.30%	4.36%	May 26, 2025	96,320
	December 7, 2023	National Bank	Non-Redeemable GIC	2,000,000	4.70%	4.70%	December 7, 2026	94,000
	December 21, 2023	CIBC Trust Corp	Non-Redeemable GIC	2,000,000	4.45%	4.45%	December 22, 2025	89,000
	March 6, 2024	Laurentian Bank of Canada	GTD Investment Certificate	1,000,000	5.20%	5.20%	March 6, 2025	42,169
	March 6, 2024	National Bank of Canada	GTD Investment Certificate	1,000,000	5.00%	5.00%	March 6, 2025	40,958
	March 6, 2024	HSBC Bank of Canada	GTD Investment Certificate	1,000,000	4.80%	4.80%	March 6, 2026	39,320
	March 6, 2024	National Bank of Canada	GTD Investment Certificate	1,000,000	4.70%	4.70%	March 6, 2026	39,320
	June 27, 2024	CIBC	GTD Investment Certificate	4,000,000	4.80%	4.80%	June 30, 2025	38,501
	June 27, 2024	Laurentian Bank of Canada	GTD Investment Certificate	3,200,000	4.43%	4.43%	June 28, 2027	73,016
	September 5, 2024	Manulife Trust Co	GTD Investment Certificate	3,000,000	3.81%	3.81%	September 7, 2027	42,745
	September 5, 2024	Manulife Trust Co	GTD Investment Certificate	3,500,000	3.81%	3.81%	September 7, 2027	36,638
	September 10, 2024	National Trust Company	GTD Investment Certificate	2,100,000	3.75%	3.75%	September 11, 2026	25,243
	September 10, 2024	Montreal Trust Company	GTD Investment Certificate	2,100,000	3.75%	3.75%	September 11, 2026	25,243
	October 23, 2024	CIBC Mortgages Inc.	GTD Investment Certificate	3,000,000	3.60%	3.60%	October 24, 2025	20,416
	October 23, 2024	CIBC Trust Corp	Non-Redeemable GIC	2,000,000	3.60%	3.60%	October 24, 2025	13,610
<b>TOTAL INVESTMENTS</b>				<b>49,498,974</b>				<b>\$1,834,403</b>

**TOTAL CASH AND INVESTMENTS** **\$62,807,086**

\* Reserve Balance at December 31st, 2023 52,678,473

**Investment By Institution**

	% of Total Portfol
C.I.B.C.	41%
Montreal Tust Company	4%
Manulife Trust Co	13%
ManuLife Financial Bank	4%
One Investment Program	10%
Province of Ontario	5%
Laurenian Bank of Canada	9%
National Bank of Canada	8%
HSBC Bank of Canada	2%
National Trust Company	4%
	100%

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

# Grand River Conservation Authority

**Report number:** GM-12-24-119

**Date:** December 13, 2024

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

**Subject:** Financial Summary for the Period Ending November 30, 2024

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## Recommendation:

THAT the Financial Summary for the period ending November 30, 2024 be approved.

## Summary:

The Financial Statements include the 2024 *actual* year-to-date income and expenditures. The budget approved at the February 23, 2024 General Meeting is included in the *Budget* column. The *Current Forecast* column indicates an estimate of income and expenditures to the end of the current fiscal year. Currently, a net surplus of \$701,500 at year-end is anticipated.

## Report:

Forecast Adjustments for the period ending November 30, 2024 include the following:

A. Self-Generated Revenue decreased by \$30,000

- Conservation Services provincial funding decreased by \$30,000 due to funding for Upper Grand restoration work and eligible expenses not being incurred. Amounts will remain in deferred revenue.

B. Operating Expenses decreased by \$379,000

- Watershed Management administration expenses decreased by \$40,000 as relates to reallocation of computer charges.
- Conservation Lands Management expenses decreased by \$201,000
  - Compensation and benefits expenses decreased by \$90,000, made up of \$20,000 in savings for Luther Marsh passive lands management, \$50,000 in savings due to reallocation of arboriculture budget to program areas where work occurred, an increase of \$20,000 for hazard tree management on passive lands, and a decrease of \$40,000 in passive lands operations.
  - Administration expenses decreased by \$11,000 made up of \$4,000 savings in Luther Marsh passive land management travel and phone expenses and \$7,000 in reallocation of arboriculture computer charge expenditures.
  - Other operating expenses decreased by \$100,000 due to deferral of demolition expenses.
- Source Protection Program compensation and benefits expenses decreased by \$25,000 due to vacancy.
- Conservation Services expenses decreased by \$45,000
  - Administration expenses decreased by \$25,000 due to a reduction in travel, conferences and reallocation of computer charges.
  - Other operating expenses decreased by \$20,000 due to deferral of budgeted Upper Grand restoration work.
- Property Rentals compensation and benefits expenses decreased by \$20,000 due to reduced staffing requirements.
- Conservation Areas expenses increased by \$12,000
  - Compensation and benefits expenses decreased by \$24,000, made up of \$10,000 in savings for Luther Marsh and \$14,000 in savings for operations support.

- Administration expenses increased by \$15,000, made up of \$3,000 savings for Luther Marsh, a \$11,000 increase for operations support and a \$7,000 increase in hazard tree management.
  - Other operating expenses increased by \$21,000, made up of a \$13,000 increase for Luther Marsh related to Motor Pool charges and a \$8,000 increase in hazard tree management.
  - Administrative Support expenses decreased by \$60,000
    - Compensation and benefits expenses decreased by \$20,000 mainly driven by a reallocation of capital support budget to program areas where work occurred.
    - Administration expenses increased by \$20,000 due mainly to reallocation of computer charges.
    - Other operating expenses decreased by \$60,000 due to savings in website development, membership costs and office equipment and supplies.
- C. Special Projects expenses decreased by \$245,000
- Flood Forecasting and Warning special project for Speed River hydrology expenses decreased by \$245,000 due to deferral of project expenditures to 2025.
- D. Net Funding from Reserves decreased by \$345,000
- Transfer from the Land Sale proceeds reserve decreased by \$345,000 due to timing of expected expenditures for the Flood Forecasting and Warning special project and deferral of demolition expenses to 2025.
- E. Capital Work in Progress
- Guelph Lake Nature Centre is expected to be completed before the end of 2024, or early in 2025.
  - Water Control Infrastructure projects are progressing; however timing of expenditures incurred prior to year end is not certain.
  - Conservation Area capital projects are progressing; however timing of expenditures incurred prior to year end is not certain.
  - A forecast adjustment has not been made for the above noted capital projects as timing of expenditures incurred prior to December 31<sup>st</sup> is not certain.

**Financial Implications:**

The forecast adjustments reported to date will result in a forecast surplus of \$701,500 as at December 31, 2024.

**Other Department Considerations:**

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

**Prepared by:**

Kayleigh Keighan  
Manager of Finance

**Approved by:**

Karen Armstrong  
Deputy CAO/Secretary-Treasurer

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

General Membership - December 13, 2024

<b>FORECAST - OCTOBER 31, 2024 - NET RESULT</b>				<b>\$452,500</b>
<u>CHANGES - November 2024</u>				
P&S #1	Watershed Management	\$40,000	Administration Expenses Decrease	<b>\$40,000</b>
P&S #2	Flood Forecasting & Warning	\$245,000 (\$245,000)	Special Project - Floodplain Mapping - defer Funding from Land Sale Proceeds Reserve Decrease	<b>\$0</b>
P&S #5	Conservation Lands Management	\$90,000 \$11,000 \$100,000 (\$100,000)	Compensation and Benefit Expense Decrease Administration Expenses Decrease Demolition Expenses Decrease Funding from Land Sale Proceeds Reserve Decrease	<b>\$101,000</b>
P&S #6	Source Protection Program	\$25,000	Compensation and Benefit Expense Decrease	<b>\$25,000</b>
P&S #10	Conservation Services	\$25,000 \$20,000 (\$30,000)	Administration Expenses Decrease Other Operating (Upper Grand) Expenses Decreased Provincial Funding Decrease	<b>\$15,000</b>
P&S #12	Property Rentals	\$20,000	Compensation and Benefit Expense Decrease	<b>\$20,000</b>
P&S #14	Conservation Areas	\$24,000 (\$15,000) (\$21,000)	Compensation and Benefit Expense Decrease Administration Expense Decrease Other Operating Expense Increase	<b>(\$12,000)</b>
P&S #15	Administrative Support-Category 3	\$20,000 (\$20,000) \$60,000	Compensation and Benefit Expense Decrease Administration Expense Increase Other Operating Expense Decrease	<b>\$60,000</b>
<b>FORECAST - NOVEMBER 30, 2024 - NET RESULT</b>				<b>\$701,500</b>

**GRAND RIVER CONSERVATION AUTHORITY**  
**STATEMENT OF OPERATIONS**  
for the period Ending November 30, 2024

<b>Category</b>			<b>Budget 2023</b>	<b>Budget 2024</b>	<b>YTD Actual</b>	<b>Previous Forecast</b>	<b>Current Forecast</b>	<b>Forecast Change</b>
<b><u>REVENUE</u></b>								
<b><u>Municipal</u></b>								
Municipal Apportionment	Category 1	various	11,976,000	12,275,000	12,275,000	12,275,000	12,275,000	-
Memorandums of Understanding Apportionment	Category 2	various	992,000	1,017,000	1,017,000	1,017,000	1,017,000	-
Other	Category 2 & 3	8	850,000	940,000	1,181,582	940,000	940,000	-
<b>Total Municipal</b>			<b>13,818,000</b>	<b>14,232,000</b>	<b>14,473,582</b>	<b>14,232,000</b>	<b>14,232,000</b>	<b>-</b>
<b><u>Government Grants</u></b>								
MNRF Transfer Payments	Category 1	various	449,688	449,688	449,688	449,688	449,688	-
Source Protection Program-Provincial	Category 1	6	640,000	834,000	696,738	862,000	862,000	-
Other Provincial	Category 1	various	737,500	737,500	1,110,320	1,762,500	1,762,500	-
Other Provincial	Category 2	8	-	130,000	151,788	130,000	130,000	-
Other Provincial	Category 3	10	30,000	100,000	71,409	65,000	35,000	(30,000)
Federal	Category 1,2,3	various	40,000	155,000	336,255	246,500	246,500	-
<b>Total Government Grants</b>			<b>1,897,188</b>	<b>2,406,188</b>	<b>2,816,198</b>	<b>3,515,688</b>	<b>3,485,688</b>	<b>(30,000)</b>
<b><u>Self Generated</u></b>								
User Fees and Sales								
<i>Resource Planning</i>	Category 1	4	1,144,000	994,000	873,191	914,000	914,000	-
<i>Burford Operations &amp; Planting Services</i>	Category 3	9	580,000	680,000	787,820	820,000	820,000	-
<i>Conservation Lands Income</i>	Category 3	14	71,000	71,000	21,826	71,000	71,000	-
<i>Conservation Lands Income</i>	Category 1	5	15,000	15,000	158,750	160,000	160,000	-
<i>Conservation Areas User Fees</i>	Category 3	14	10,000,000	10,700,000	12,433,405	12,450,000	12,450,000	-
<i>Environmental Education</i>	Category 3	11	500,000	600,000	380,719	590,000	590,000	-
Property Rentals	Category 3	12	2,981,000	3,038,000	3,090,525	3,058,000	3,058,000	-
Hydro Generation	Category 3	13	580,000	580,000	583,923	600,000	600,000	-
Land Sales	Category 1	5	-	-	1,745,835	1,750,000	1,750,000	-
Grand River Conservation Foundation	Category 1,2,3	various	27,000	662,000	329,527	1,583,000	1,583,000	-
Donations	Category 1,2,3	various	-	-	58,989	15,000	15,000	-
Investment Income	General Operating	7	1,350,000	2,200,000	1,414,385	2,200,000	2,200,000	-
Miscellaneous Income	various	various	-	-	105,315	60,000	60,000	-
<b>Total Self-Generated Revenue</b>			<b>17,248,000</b>	<b>19,540,000</b>	<b>21,984,210</b>	<b>24,271,000</b>	<b>24,271,000</b>	<b>-</b>
<b>TOTAL REVENUE</b>			<b>32,963,188</b>	<b>36,178,188</b>	<b>39,273,990</b>	<b>42,018,688</b>	<b>41,988,688</b>	<b>(30,000)</b>

**GRAND RIVER CONSERVATION AUTHORITY**  
**STATEMENT OF OPERATIONS**  
for the period Ending November 30, 2024

Category			Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
<b>EXPENSES</b>								
<b>OPERATING</b>								
Watershed Management	Category 1	1	1,276,000	1,146,100	765,763	985,100	945,100	(40,000)
Flood Forecasting and Warning	Category 1	2	895,000	911,000	915,088	1,011,000	1,011,000	-
Water Control Structures	Category 1	3	2,143,200	2,128,700	1,848,987	2,275,700	2,275,700	-
Resource Planning	Category 1	4	2,551,800	2,679,600	2,191,898	2,694,600	2,694,600	-
Conservation Lands Management	Category 1	5	2,954,600	2,871,900	2,264,695	2,801,900	2,600,900	(201,000)
Source Protection Program	Category 1	6	640,000	834,000	696,738	862,000	837,000	(25,000)
General Operating Expenses	General Operating	7	3,495,788	4,267,714	3,202,818	4,197,214	4,197,214	-
Watershed Services	Category 2	8	1,043,000	1,068,000	838,914	979,000	979,000	-
Burford Operations & Planting Services	Category 3	9	867,300	992,900	954,124	1,037,900	1,037,900	-
Conservation Services	Category 3	10	81,200	82,200	14,693	72,200	27,200	(45,000)
Environmental Education	Category 3	11	775,100	912,000	776,408	963,000	963,000	-
Property Rentals	Category 3	12	1,095,200	1,109,200	980,917	1,139,200	1,119,200	(20,000)
Hydro Production	Category 3	13	95,500	95,500	102,561	135,500	135,500	-
Conservation Areas	Category 3	14	9,037,000	9,782,000	9,377,924	10,082,000	10,094,000	12,000
Administrative Support	Category 3	15	1,198,000	1,217,400	984,248	1,133,400	1,073,400	(60,000)
<b>Total Operating Expenses</b>			<b>28,148,688</b>	<b>30,098,214</b>	<b>25,915,776</b>	<b>30,369,714</b>	<b>29,990,714</b>	<b>(379,000)</b>
<b>MAJOR MAINTENANCE &amp; EQUIPMENT</b>								
Watershed Management	Category 1	1	110,000	110,000	22,510	110,000	110,000	-
Flood Forecasting and Warning	Category 1	2	190,000	190,000	76,634	190,000	190,000	-
Water Control Structures	Category 1	3	1,500,000	1,500,000	2,180,694	3,500,000	3,500,000	-
Conservation Areas	Category 3	14	2,000,000	2,000,000	1,521,200	2,000,000	2,000,000	-
Information Systems	General Operating	16	290,000	459,000	198,801	421,000	421,000	-
Motor Pool	General Operating	16	14,000	415,000	232,603	415,000	415,000	-
<b>Total Major Maintenance &amp; Equipment Expenses</b>			<b>4,104,000</b>	<b>4,674,000</b>	<b>4,232,442</b>	<b>6,636,000</b>	<b>6,636,000</b>	<b>-</b>
<b>SPECIAL PROJECTS</b>								
Flood Forecasting and Warning	Category 1	2	-	250,000	2,825	250,000	5,000	(245,000)
Conservation Lands Management	Category 1	5	-	100,000	59,250	100,000	100,000	-
Watershed Services	Category 2	8	800,000	1,095,000	755,254	1,103,500	1,103,500	-
Conservation Services	Category 3	10	40,000	185,000	189,456	195,000	195,000	-
Environmental Education	Category 3	11	-	500,000	1,020,834	2,000,000	2,000,000	-
<b>Total Special Project Expenses</b>			<b>840,000</b>	<b>2,130,000</b>	<b>2,027,619</b>	<b>3,648,500</b>	<b>3,403,500</b>	<b>(245,000)</b>
<b>TOTAL EXPENSES</b>			<b>33,092,688</b>	<b>36,902,214</b>	<b>32,175,837</b>	<b>40,654,214</b>	<b>40,030,214</b>	<b>(624,000)</b>
<b>Gross Surplus/(Deficit)</b>			<b>(129,500)</b>	<b>(724,026)</b>	<b>7,098,153</b>	<b>1,364,474</b>	<b>1,958,474</b>	<b>594,000</b>
<b>Prior Year Surplus Carryforward</b>			<b>100,000</b>	<b>537,526</b>	<b>537,526</b>	<b>537,526</b>	<b>537,526</b>	<b>-</b>
<b>Net Funding FROM/(TO) Reserves</b>			<b>29,500</b>	<b>186,500</b>	<b>200,000</b>	<b>(1,449,500)</b>	<b>(1,794,500)</b>	<b>(345,000)</b>
<b>NET SURPLUS</b>			<b>-</b>	<b>-</b>	<b>7,835,679</b>	<b>452,500</b>	<b>701,500</b>	<b>249,000</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #1 - Watershed Management**  
for the period Ending November 30, 2024

	Budget 2023 <small>(draft Oct version)</small>	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
<b>How much does it cost, and who pays for it?</b>						
<u>Expenditures and Funding to Reserves</u>						
Compensation and Benefits	1,013,900	884,000	633,707	766,000	766,000	-
Administration Expenses	197,000	197,000	107,994	197,000	157,000	(40,000)
Other Operating Expenses	65,100	65,100	24,062	22,100	22,100	-
<b>Total OPERATING Expenditures</b>	<b>1,276,000</b>	<b>1,146,100</b>	<b>765,763</b>	<b>985,100</b>	<b>945,100</b>	<b>(40,000)</b>
Instrumentation	60,000	60,000	7,450	60,000	60,000	-
Water Quality Monitoring Equipment	50,000	50,000	15,060	50,000	50,000	-
<b>Total CAPITAL Expenditures</b>	<b>110,000</b>	<b>110,000</b>	<b>22,510</b>	<b>110,000</b>	<b>110,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,386,000</b>	<b>1,256,100</b>	<b>788,273</b>	<b>1,095,100</b>	<b>1,055,100</b>	<b>(40,000)</b>
<u>Funding</u>						
<b>Municipal</b>						
Municipal Apportionment (levy)	1,273,500	1,143,600	1,137,600	1,143,600	1,143,600	-
<b>Government Grants</b>						
Other Provincial	37,500	37,500	49,024	37,500	37,500	-
<b>Funding From Reserves</b>						
Gauges	75,000	75,000	-	75,000	75,000	-
<b>TOTAL FUNDING</b>	<b>1,386,000</b>	<b>1,256,100</b>	<b>1,186,624</b>	<b>1,256,100</b>	<b>1,256,100</b>	<b>-</b>
<b>Net Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>398,351</b>	<b>161,000</b>	<b>201,000</b>	<b>40,000</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #2 - Flood Forecasting and Warning**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<u>Expenditures and Funding to Reserves</u>						
Compensation and Benefits	551,000	567,000	556,147	667,000	667,000	-
Administration Expenses	236,000	236,000	239,759	236,000	236,000	-
Other Operating Expenses	108,000	108,000	119,182	108,000	108,000	-
<b>Total OPERATING Expenditures</b>	<b>895,000</b>	<b>911,000</b>	<b>915,088</b>	<b>1,011,000</b>	<b>1,011,000</b>	<b>-</b>
Hardware	88,000	88,000	65,476	88,000	88,000	-
Stream Gauges	102,000	102,000	11,158	102,000	102,000	-
<b>Total CAPITAL Expenditures</b>	<b>190,000</b>	<b>190,000</b>	<b>76,634</b>	<b>190,000</b>	<b>190,000</b>	<b>-</b>
Floodplain Mapping Projects		250,000	2,825	250,000	5,000	(245,000)
<b>Total SPECIAL PROJECT Expenditures</b>	<b>-</b>	<b>250,000</b>	<b>2,825</b>	<b>250,000</b>	<b>5,000</b>	<b>(245,000)</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,085,000</b>	<b>1,351,000</b>	<b>994,547</b>	<b>1,451,000</b>	<b>1,206,000</b>	<b>(245,000)</b>
<u>Funding</u>						
<b>Municipal</b>						
Municipal Apportionment (levy)	835,662	911,662	911,662	911,662	911,662	-
<b>Government Grants</b>						
MNR Transfer Payments	164,338	164,338	164,338	164,338	164,338	-
Other Provincial	-	-	276,421	-	-	-
Federal	-	-	-	-	-	-
<b>Funding From Reserves</b>						
Floodplain Mapping Projects & Gauges	25,000	275,000	-	275,000	30,000	(245,000)
Water Management Operating	60,000	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>1,085,000</b>	<b>1,351,000</b>	<b>1,352,421</b>	<b>1,351,000</b>	<b>1,106,000</b>	<b>(245,000)</b>
<b>Net Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>357,874</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>-</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #3 - Water Control Structures**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<u><b>Expenditures and Funding to Reserves</b></u>						
Compensation and Benefits	1,399,500	1,441,000	1,120,864	1,411,000	1,411,000	-
Administration Expenses	29,200	29,200	41,904	59,200	59,200	-
Insurance	199,000	143,000	144,749	145,000	145,000	-
Property Taxes	170,700	170,700	172,192	170,700	170,700	-
Other Operating Expenses	344,800	344,800	369,278	489,800	489,800	-
<b>Total OPERATING Expenditures</b>	<b>2,143,200</b>	<b>2,128,700</b>	<b>1,848,987</b>	<b>2,275,700</b>	<b>2,275,700</b>	-
<b>Total CAPITAL Expenditures</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>2,180,694</b>	<b>3,500,000</b>	<b>3,500,000</b>	-
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>3,643,200</b>	<b>3,628,700</b>	<b>4,029,681</b>	<b>5,775,700</b>	<b>5,775,700</b>	-
<u><b>Funding</b></u>						
<b>Municipal</b>						
Municipal Apportionment (levy)	2,537,850	2,593,350	2,599,350	2,593,350	2,593,350	-
<b>Government Grants</b>						
MNR Transfer Payments	285,350	285,350	285,350	285,350	285,350	-
Provincial	700,000	700,000	759,250	1,700,000	1,700,000	-
Federal	-	-	9,889	-	-	-
<b>Funding From Reserves</b>						
Water Control Structures/Water Mgmt Operating Reserve	120,000	50,000	-	50,000	50,000	-
Land Sale Proceeds Reserve	-	-	-	1,145,000	1,145,000	-
<b>TOTAL REVENUE AND FUNDING FROM RESERVES</b>	<b>3,643,200</b>	<b>3,628,700</b>	<b>3,653,839</b>	<b>5,773,700</b>	<b>5,773,700</b>	-
<b>Net Surplus/(Deficit)</b>	-	-	<b>(375,842)</b>	<b>(2,000)</b>	<b>(2,000)</b>	-

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #4 - Resource Planning**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<u>Expenditures and Funding to Reserves</u>						
Compensation and Benefits	2,275,200	2,403,000	1,714,291	2,103,000	2,103,000	-
Administration Expenses	221,900	221,900	248,846	251,900	251,900	-
Other Operating Expenses	54,700	54,700	228,761	339,700	339,700	-
<b>Total OPERATING Expenditures</b>	<b>2,551,800</b>	<b>2,679,600</b>	<b>2,191,898</b>	<b>2,694,600</b>	<b>2,694,600</b>	-
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>2,551,800</b>	<b>2,679,600</b>	<b>2,191,898</b>	<b>2,694,600</b>	<b>2,694,600</b>	-
<u>Funding</u>						
<b>Municipal</b>						
Municipal Apportionment (levy)	1,362,800	1,685,600	1,685,600	1,685,600	1,685,600	-
<b>Self Generated</b>						
Solicitor Enquiry Fees	90,000	80,000	46,500	70,000	70,000	-
Permit Fees	500,000	470,000	377,590	400,000	400,000	-
Plan Review Fees	554,000	444,000	449,101	444,000	444,000	-
<b>Funding from Reserves</b>						
Water Management Operating Reserve	45,000	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>2,551,800</b>	<b>2,679,600</b>	<b>2,558,791</b>	<b>2,599,600</b>	<b>2,599,600</b>	-
<b>Net Surplus/(Deficit)</b>	-	-	<b>366,893</b>	<b>(95,000)</b>	<b>(95,000)</b>	-

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #5 - Conservation Lands Management**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<b>Expenditures and Funding to Reserves</b>						
Compensation and Benefits	1,789,700	1,813,000	1,325,052	1,698,000	1,608,000	(90,000)
Administration Expenses	165,100	165,100	136,576	165,100	154,100	(11,000)
Insurance	201,000	60,000	61,025	62,000	62,000	-
Property Taxes	285,200	305,200	317,212	305,200	305,200	-
Other Operating Expenses	513,600	528,600	424,830	571,600	471,600	(100,000)
<b>Total OPERATING Expenditures</b>	<b>2,954,600</b>	<b>2,871,900</b>	<b>2,264,695</b>	<b>2,801,900</b>	<b>2,600,900</b>	<b>(201,000)</b>
<b>Total CAPITAL Expenditures</b>						
Ecological Restoration		100,000	59,250	100,000	100,000	-
<b>Total SPECIAL PROJECT Expenditures</b>	<b>-</b>	<b>100,000</b>	<b>59,250</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>
Forestry/Master Plans/Transition	-	-	-	145,000	145,000	-
Land Sale Proceeds	-	-	-	1,750,000	1,750,000	-
<b>Total FUNDING to RESERVES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,895,000</b>	<b>1,895,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>2,954,600</b>	<b>2,971,900</b>	<b>2,323,945</b>	<b>4,796,900</b>	<b>4,595,900</b>	<b>(201,000)</b>
<b>Funding</b>						
<b>Municipal</b>						
Municipal Apportionment (levy)	2,712,600	2,629,900	2,629,900	2,629,900	2,629,900	-
Municipal Other	-	-	-	-	-	-
<b>Government Grants</b>						
Provincial	-	-	25,625	25,000	25,000	-
Federal	-	-	7,449	-	-	-
<b>Self Generated</b>						
Timber Sales	15,000	15,000	158,750	160,000	160,000	-
Land Sale Proceeds	-	-	1,745,835	1,750,000	1,750,000	-
Donations - Foundation	27,000	127,000	17,001	102,000	102,000	-
Donations - Other	-	-	8,088	-	-	-
<b>Funding From Reserves</b>						
Land (Demolitions)	100,000	100,000	-	100,000	-	(100,000)
Transition Reserve (Staffing)	100,000	100,000	-	100,000	100,000	-
<b>TOTAL REVENUE</b>	<b>2,954,600</b>	<b>2,971,900</b>	<b>4,592,648</b>	<b>4,866,900</b>	<b>4,766,900</b>	<b>(100,000)</b>
<b>Net Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>2,268,703</b>	<b>70,000</b>	<b>171,000</b>	<b>101,000</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #6 - Source Protection Program**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<u>Expenditures</u>						
Compensation and Benefits	490,000	490,000	443,282	580,000	555,000	(25,000)
Administration Expenses	50,000	50,000	50,879	43,000	43,000	-
Other Operating Expenses	90,000	90,000	34,264	71,000	71,000	-
Water Budget - Technical Studies	10,000	204,000	168,313	168,000	168,000	-
<b>TOTAL EXPENDITURES</b>	<b>640,000</b>	<b>834,000</b>	<b>696,738</b>	<b>862,000</b>	<b>837,000</b>	<b>(25,000)</b>
<u>Funding</u>						
<b>Government Grants</b>						
Provincial	640,000	834,000	696,738	862,000	862,000	-
<b>TOTAL FUNDING</b>	<b>640,000</b>	<b>834,000</b>	<b>696,738</b>	<b>862,000</b>	<b>862,000</b>	<b>-</b>
<b>Net Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #7 General Operating Expense**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<b><u>Expenditures and Funding to Reserves</u></b>						
Compensation and Benefits	2,327,500	2,441,000	1,913,026	2,418,000	2,418,000	-
Administration Expenses	370,000	460,000	385,280	460,000	460,000	-
Insurance	63,500	334,500	289,431	287,000	287,000	-
Other Operating Expenses	804,788	1,102,214	659,142	1,102,214	1,102,214	-
LESS: Recovery of Corporate Services Expenses	(70,000)	(70,000)	(44,061)	(70,000)	(70,000)	-
<b>Total OPERATING Expenditures</b>	<b>3,495,788</b>	<b>4,267,714</b>	<b>3,202,818</b>	<b>4,197,214</b>	<b>4,197,214</b>	-
Interest Income	1,250,000	2,050,000	-	2,050,000	2,050,000	-
Personnel/Transition	-	-	-	60,000	60,000	-
<b>Total FUNDING to RESERVES</b>	<b>1,250,000</b>	<b>2,050,000</b>	<b>-</b>	<b>2,110,000</b>	<b>2,110,000</b>	-
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>4,745,788</b>	<b>6,317,714</b>	<b>3,202,818</b>	<b>6,307,214</b>	<b>6,307,214</b>	-
<b><u>Funding</u></b>						
<b>Municipal</b>						
Municipal Apportionment (levy)	3,253,588	3,310,888	3,310,888	3,310,888	3,310,888	-
<b>Self Generated</b>						
Investment Income	1,350,000	2,200,000	1,414,385	2,200,000	2,200,000	-
Miscellaneous	-	-	61,496	60,000	60,000	-
<b>Funding From Reserves</b>						
Personnel	65,000	65,000	-	65,000	65,000	-
<b>TOTAL REVENUE</b>	<b>4,668,588</b>	<b>5,575,888</b>	<b>4,786,769</b>	<b>5,635,888</b>	<b>5,635,888</b>	-
<b>Net Surplus/(Deficit)</b>	<b>(77,200)</b>	<b>(741,826)</b>	<b>1,583,951</b>	<b>(671,326)</b>	<b>(671,326)</b>	-

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #8 - Watershed Services - CAT 2**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<u>Expenditures and Funding to Reserves</u>						
Compensation and Benefits	825,100	850,000	653,027	761,000	761,000	-
Administration Expenses	117,900	118,000	112,456	118,000	118,000	-
Other Operating Expenses	100,000	100,000	73,431	100,000	100,000	-
<b>Total OPERATING Expenditures</b>	<b>1,043,000</b>	<b>1,068,000</b>	<b>838,914</b>	<b>979,000</b>	<b>979,000</b>	-
<b>Total CAPITAL Expenditures</b>						
RWQP Grants	800,000	800,000	528,355	800,000	800,000	-
Waste Water Optimization Project	-	130,000	101,227	130,000	130,000	-
Nature Smart Climate Solutions	-	85,000	84,835	85,000	85,000	-
Upper Blair Subwatershed Study	-	80,000	33,126	80,000	80,000	-
Municipal Drain Studies	-	-	7,711	8,500	8,500	-
<b>Total SPECIAL PROJECT Expenditures</b>	<b>800,000</b>	<b>1,095,000</b>	<b>755,254</b>	<b>1,103,500</b>	<b>1,103,500</b>	-
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,843,000</b>	<b>2,163,000</b>	<b>1,594,168</b>	<b>2,082,500</b>	<b>2,082,500</b>	-
<u>Funding</u>						
<b>Municipal</b>						
Memorandums of Understanding Apportionment	992,000	1,017,000	1,017,000	1,017,000	1,017,000	-
Municipal Other	850,000	930,000	1,181,170	930,000	930,000	-
<b>Government Grants</b>						
Other Provincial	-	130,000	151,788	130,000	130,000	-
Federal	-	85,000	94,488	93,500	93,500	-
<b>Self Generated</b>						
Donations - Foundation	-	-	-	-	-	-
Donations - Other	-	-	35,901	-	-	-
Miscellaneous	-	-	-	-	-	-
<b>Funding From Reserves</b>						
Cambridge Desiltation Pond	1,000	1,000	-	1,000	1,000	-
<b>TOTAL REVENUE</b>	<b>1,843,000</b>	<b>2,163,000</b>	<b>2,480,347</b>	<b>2,171,500</b>	<b>2,171,500</b>	-
<b>Net Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>886,179</b>	<b>89,000</b>	<b>89,000</b>	<b>-</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #9 Burford Tree Nursery & Planting Services**  
for the period Ending November 30, 2024

	Budget 2023 <small>(draft Oct version)</small>	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
<b>How much does it cost, and who pays for it?</b>						
<u><b>Expenditures and Funding to Reserves</b></u>						
Compensation and Benefits	278,000	287,000	263,049	307,000	307,000	-
Administration Expenses	30,900	30,900	13,944	30,900	30,900	-
Other Operating Expenses	558,400	675,000	677,131	700,000	700,000	-
<b>Total OPERATING Expenditures</b>	<b>867,300</b>	<b>992,900</b>	<b>954,124</b>	<b>1,037,900</b>	<b>1,037,900</b>	-
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>867,300</b>	<b>992,900</b>	<b>954,124</b>	<b>1,037,900</b>	<b>1,037,900</b>	-
<u><b>Funding</b></u>						
<b>Self Generated</b>						
Burford Nursery	400,000	450,000	530,964	550,000	550,000	-
Landowner Contributions (Tree Planting)	180,000	230,000	256,856	270,000	270,000	-
Donations - Foundation	-	-	3,250	-	-	-
<b>TOTAL REVENUE</b>	<b>580,000</b>	<b>680,000</b>	<b>791,070</b>	<b>820,000</b>	<b>820,000</b>	-
<b>Net Surplus/(Deficit)</b>	<b>(287,300)</b>	<b>(312,900)</b>	<b>(163,054)</b>	<b>(217,900)</b>	<b>(217,900)</b>	-

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #10 - Conservation Services**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<b><u>Expenditures and Funding to Reserves</u></b>						
Compensation and Benefits	26,000	27,000	10,700	17,000	17,000	-
Administration Expenses	33,200	33,200	3,236	33,200	8,200	(25,000)
Other Operating Expenses	22,000	22,000	757	22,000	2,000	(20,000)
<b>Total OPERATING Expenditures</b>	<b>81,200</b>	<b>82,200</b>	<b>14,693</b>	<b>72,200</b>	<b>27,200</b>	<b>(45,000)</b>
<b>Total CAPITAL Expenditures</b>						
Brant/Brantford Water Festival	-	45,000	38,658	45,000	45,000	-
Waterloo Wellington Children's Water Festival	-	-	3,041	10,000	10,000	-
Species at Risk	40,000	70,000	76,396	70,000	70,000	-
Mill Creek Rangers Program	-	35,000	35,435	35,000	35,000	-
Profit Mapping	-	35,000	29,101	35,000	35,000	-
Great Lakes Agricultural Stewardship Initiative	-	-	6,825	-	-	-
<b>Total SPECIAL PROJECT Expenditures</b>	<b>40,000</b>	<b>185,000</b>	<b>189,456</b>	<b>195,000</b>	<b>195,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>121,200</b>	<b>267,200</b>	<b>204,149</b>	<b>267,200</b>	<b>222,200</b>	<b>(45,000)</b>
<b><u>Funding</u></b>						
<b>Municipal</b>						
Municipal-Other	-	10,000	-	10,000	10,000	-
<b>Government Grants</b>						
Other Provincial	30,000	100,000	71,409	65,000	35,000	(30,000)
Federal	40,000	70,000	141,361	70,000	70,000	-
<b>Self Generated</b>						
Donations - Foundation	-	35,000	58,895	55,000	55,000	-
Donations - Other	-	-	15,000	15,000	15,000	-
<b>Funding from Reserves</b>						
Transition Reserve	-	-	-	10,000	10,000	-
<b>TOTAL REVENUE</b>	<b>70,000</b>	<b>215,000</b>	<b>286,665</b>	<b>225,000</b>	<b>195,000</b>	<b>(30,000)</b>
<b>Net Surplus/(Deficit)</b>	<b>(51,200)</b>	<b>(52,200)</b>	<b>82,516</b>	<b>(42,200)</b>	<b>(27,200)</b>	<b></b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #11 - Outdoor Environmental Education**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<b><u>Expenditures and Funding to Reserves</u></b>						
Compensation & Benefits	574,500	642,000	506,175	617,000	617,000	-
Administration Expenses	57,000	57,000	59,095	57,000	57,000	-
Other Operating Expenses	143,600	213,000	211,138	289,000	289,000	-
<b>Total OPERATING Expenditures</b>	<b>775,100</b>	<b>912,000</b>	<b>776,408</b>	<b>963,000</b>	<b>963,000</b>	-
Guelph Lake Nature Centre	-	500,000	1,020,834	2,000,000	2,000,000	-
<b>Total SPECIAL PROJECT Expenditures</b>	-	<b>500,000</b>	<b>1,020,834</b>	<b>2,000,000</b>	<b>2,000,000</b>	-
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>775,100</b>	<b>1,412,000</b>	<b>1,797,242</b>	<b>2,963,000</b>	<b>2,963,000</b>	-
<b><u>Funding</u></b>						
<b>Municipal</b>						
Municipal-Other	-	-	412	-	-	-
<b>Government Grants</b>						
Provincial	-	-	-	-	-	-
Federal	-	-	-	-	-	-
<b>Self Generated</b>						
Donations - Foundation	-	500,000	246,881	1,426,000	1,426,000	-
Donations - Other	-	-	-	-	-	-
Nature Centre Revenue - Schools	500,000	600,000	379,390	590,000	590,000	-
Nature Centre Revenue - Community	-	-	1,329	-	-	-
<b>Funding from Reserves</b>						
Transition Reserve	275,100	312,000	-	312,000	312,000	-
Nature Centre Reserve	-	-	-	35,000	35,000	-
General Capital Reserve	-	-	-	600,000	600,000	-
<b>TOTAL REVENUE</b>	<b>775,100</b>	<b>1,412,000</b>	<b>628,012</b>	<b>2,963,000</b>	<b>2,963,000</b>	-
<b>Net Surplus/(Deficit)</b>	-	-	<b>(1,169,230)</b>	-	-	-

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #12 - Property Rentals**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<u>Expenditures and Funding to Reserves</u>						
Compensation and Benefits	456,000	470,000	289,913	395,000	375,000	(20,000)
Administration Expenses	37,500	37,500	52,087	37,500	37,500	-
Property Taxes	-	-	-	-	-	-
Other Operating Expenses	601,700	601,700	638,917	706,700	706,700	-
<b>Total OPERATING Expenditures</b>	<b>1,095,200</b>	<b>1,109,200</b>	<b>980,917</b>	<b>1,139,200</b>	<b>1,119,200</b>	<b>(20,000)</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,095,200</b>	<b>1,109,200</b>	<b>980,917</b>	<b>1,139,200</b>	<b>1,119,200</b>	<b>(20,000)</b>
<u>Funding</u>						
<b>Self Generated</b>						
Belwood	1,040,000	1,066,000	1,063,904	1,066,000	1,066,000	-
Conestogo	1,245,000	1,276,000	1,279,847	1,276,000	1,276,000	-
Agricultural	250,000	250,000	266,346	250,000	250,000	-
Residential	110,000	110,000	105,769	110,000	110,000	-
Miscellaneous	336,000	336,000	374,659	356,000	356,000	-
<b>Funding FROM Reserves</b>						
Cottage Lot Program	-	-	-	80,000	80,000	-
<b>TOTAL REVENUE</b>	<b>2,981,000</b>	<b>3,038,000</b>	<b>3,090,525</b>	<b>3,138,000</b>	<b>3,138,000</b>	<b>-</b>
<b>Net Surplus/(Deficit)</b>	<b>1,885,800</b>	<b>1,928,800</b>	<b>2,109,608</b>	<b>1,998,800</b>	<b>2,018,800</b>	<b>20,000</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #13 - Hydro Production**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<u>Expenditures and Funding to Reserves</u>						
Compensation and Benefits	70,000	70,000	58,239	70,000	70,000	-
Other Operating Expenses	25,500	25,500	44,322	65,500	65,500	-
<b>Total OPERATING Expenditures</b>	<b>95,500</b>	<b>95,500</b>	<b>102,561</b>	<b>135,500</b>	<b>135,500</b>	-
General Capital/Land Sale Proceeds	116,500	116,500	-	96,500	96,500	-
<b>Total FUNDING to RESERVES</b>	<b>116,500</b>	<b>116,500</b>	-	<b>96,500</b>	<b>96,500</b>	-
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>212,000</b>	<b>212,000</b>	<b>102,561</b>	<b>232,000</b>	<b>232,000</b>	-
<u>Revenue</u>						
<b>Self Generated</b>						
Hydro Production-Belwood	265,000	265,000	321,239	285,000	285,000	-
Hydro Production-Conestogo	260,000	260,000	257,257	260,000	260,000	-
Hydro Production-Guelph	40,000	40,000	5,581	40,000	40,000	-
Hydro Production-Elora	15,000	15,000	(154)	15,000	15,000	-
<b>TOTAL REVENUE</b>	<b>580,000</b>	<b>580,000</b>	<b>583,923</b>	<b>600,000</b>	<b>600,000</b>	-
<b>Net Surplus/(Deficit)</b>	<b>368,000</b>	<b>368,000</b>	<b>481,362</b>	<b>368,000</b>	<b>368,000</b>	-

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #14 - Conservation Areas**  
for the period Ending November 30, 2024

	Budget 2023 (draft Oct version)	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
<b>How much does it cost, and who pays for it?</b>						
<b>Expenditures and Funding to Reserves</b>						
Compensation and Benefits	5,033,000	5,774,000	5,270,819	5,774,000	5,750,000	(24,000)
Administration Expenses	215,000	220,000	225,481	220,000	235,000	15,000
Property Tax	65,000	65,000	64,964	65,000	65,000	-
Other Operating Expenses	3,724,000	3,723,000	3,816,660	4,023,000	4,044,000	21,000
<b>Total OPERATING Expenditures</b>	<b>9,037,000</b>	<b>9,782,000</b>	<b>9,377,924</b>	<b>10,082,000</b>	<b>10,094,000</b>	<b>12,000</b>
<b>Total CAPITAL Expenditures</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>1,521,200</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>-</b>
Conservation Area Reserve	-	-	-	1,033,000	1,033,000	-
<b>Total FUNDING to RESERVES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,033,000</b>	<b>1,033,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>11,037,000</b>	<b>11,782,000</b>	<b>10,899,124</b>	<b>13,115,000</b>	<b>13,127,000</b>	<b>12,000</b>
<b>Funding</b>						
<b>Government Grants</b>						
Federal	-	-	83,068	83,000	83,000	-
<b>Self Generated</b>						
Brant	1,100,000	1,175,000	1,457,003	1,450,000	1,450,000	-
Byng Island	1,000,000	1,100,000	1,160,935	1,170,000	1,170,000	-
Belwood Lake	400,000	375,000	408,616	405,000	405,000	-
Conestogo Lake	550,000	600,000	638,811	635,000	635,000	-
Elora Gorge	2,000,000	2,300,000	2,547,069	2,550,000	2,550,000	-
Elora Quarry	450,000	450,000	402,111	405,000	405,000	-
Guelph Lake	1,300,000	1,400,000	1,749,114	1,750,000	1,750,000	-
Laurel Creek	650,000	650,000	774,119	780,000	780,000	-
Pinehurst Lake	850,000	900,000	1,076,139	1,070,000	1,070,000	-
Rockwood	1,250,000	1,300,000	1,635,258	1,650,000	1,650,000	-
Shade's Mills	450,000	450,000	584,230	585,000	585,000	-
Total Fee Revenue	10,000,000	10,700,000	12,433,405	12,450,000	12,450,000	-
Donations-Foundation	-	-	3,500	-	-	-
Donations - Other	-	-	-	-	-	-
Other Areas Income	71,000	71,000	21,826	71,000	71,000	-
Miscellaneous Income	-	-	39,397	-	-	-
<b>Funding From Reserves</b>						
Gravel	1,000	1,000	-	1,000	1,000	-
Conservation Areas - Capital Projects	500,000	500,000	-	-	-	-
<b>TOTAL REVENUE</b>	<b>10,572,000</b>	<b>11,272,000</b>	<b>12,581,196</b>	<b>12,605,000</b>	<b>12,605,000</b>	<b>-</b>
<b>Net Surplus/(Deficit)</b>	<b>(465,000)</b>	<b>(510,000)</b>	<b>1,682,072</b>	<b>(510,000)</b>	<b>(522,000)</b>	<b>(12,000)</b>

GRAND RIVER CONSERVATION AUTHORITY  
**P&S #15 - Administrative Support - CATEGORY 3**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<b><u>Expenditures and Funding to Reserves</u></b>						
Compensation and Benefits	648,600	668,000	485,915	587,000	567,000	(20,000)
Administration Expenses	100,900	100,900	117,006	100,900	120,900	20,000
Insurance	208,500	208,500	207,894	205,500	205,500	-
Other Operating Expenses	240,000	240,000	173,433	240,000	180,000	(60,000)
LESS: Recovery of Corporate Services Expenses						
<b>Total OPERATING Expenditures</b>	<b>1,198,000</b>	<b>1,217,400</b>	<b>984,248</b>	<b>1,133,400</b>	<b>1,073,400</b>	<b>(60,000)</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,198,000</b>	<b>1,217,400</b>	<b>984,248</b>	<b>1,133,400</b>	<b>1,073,400</b>	<b>(60,000)</b>
<b><u>Funding</u></b>						
<b>Self Generated</b>						
Miscellaneous	-	-	4,422	-	-	-
<b>TOTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>4,422</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Surplus/(Deficit)</b>	<b>(1,198,000)</b>	<b>(1,217,400)</b>	<b>(979,826)</b>	<b>(1,133,400)</b>	<b>(1,073,400)</b>	<b>60,000</b>

GRAND RIVER CONSERVATION AUTHORITY  
**Supplementary Information - Information Systems and Motor Pool**  
for the period Ending November 30, 2024

	Budget 2023	Budget 2024	YTD Actual	Previous Forecast	Current Forecast	Forecast Change
	(draft Oct version)					
<b>How much does it cost, and who pays for it?</b>						
<b><u>Expenditures</u></b>						
<b>Information Systems</b>						
Compensation and Benefits	1,290,000	1,329,000	962,455	1,191,000	1,191,000	-
Administrative Expenses	25,500	25,500	15,792	25,500	25,500	-
Software and Hardware Maintenance	187,500	187,500	177,495	187,500	187,500	-
Supplies and Services	54,000	54,000	43,937	54,000	54,000	-
<b>Total OPERATING Expenditures</b>	<b>1,557,000</b>	<b>1,596,000</b>	<b>1,199,679</b>	<b>1,458,000</b>	<b>1,458,000</b>	<b>-</b>
<b>Capital Expenses</b>	<b>170,000</b>	<b>300,000</b>	<b>385,064</b>	<b>400,000</b>	<b>400,000</b>	<b>-</b>
<b>LESS Internal Charges</b>	<b>(1,437,000)</b>	<b>(1,437,000)</b>	<b>(1,385,942)</b>	<b>(1,437,000)</b>	<b>(1,437,000)</b>	<b>-</b>
<b>NET Unallocated Expenses</b>	<b>290,000</b>	<b>459,000</b>	<b>198,801</b>	<b>421,000</b>	<b>421,000</b>	<b>-</b>
<b>Motor Pool</b>						
Compensation and Benefits	312,000	321,000	243,819	301,000	301,000	-
Administrative Expenses	26,000	26,000	17,323	26,000	26,000	-
Insurance	50,600	63,000	64,264	63,000	63,000	-
Motor Pool Building and Grounds Maintenance	10,400	10,000	11,890	10,000	10,000	-
Equipment, Repairs and Supplies	286,000	336,000	419,591	356,000	356,000	-
Fuel	254,000	284,000	248,616	284,000	284,000	-
<b>Total OPERATING Expenditures</b>	<b>939,000</b>	<b>1,040,000</b>	<b>1,005,503</b>	<b>1,040,000</b>	<b>1,040,000</b>	<b>-</b>
<b>Capital Expenses</b>	<b>375,000</b>	<b>675,000</b>	<b>657,626</b>	<b>675,000</b>	<b>675,000</b>	<b>-</b>
<b>LESS Internal Charges</b>	<b>(1,300,000)</b>	<b>(1,300,000)</b>	<b>(1,430,526)</b>	<b>(1,300,000)</b>	<b>(1,300,000)</b>	<b>-</b>
<b>NET Unallocated Expenses</b>	<b>14,000</b>	<b>415,000</b>	<b>232,603</b>	<b>415,000</b>	<b>415,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>304,000</b>	<b>874,000</b>	<b>431,404</b>	<b>836,000</b>	<b>836,000</b>	<b>-</b>
Gross Surplus (Deficit)	(304,000)	(874,000)	(431,404)	(836,000)	(836,000)	-
Funding From Reserves	3,041,000	3,611,000	-	3,573,000	3,573,000	-
Funding to Reserves	(2,737,000)	(2,737,000)	-	(2,737,000)	(2,737,000)	-
<b>Net Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>(431,404)</b>	<b>-</b>	<b>-</b>	<b>-</b>

# Grand River Conservation Authority

**Report number:** GM-12-24-117

**Date:** December 13, 2024

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

**Subject:** Parkhill Dam Sediment

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## **Recommendation:**

THAT Report Number GM-12-24-117 – Parkhill Dam be received as information.

## **Summary:**

Not applicable.

## **Report:**

The Grand River Conservation Authority (GRCA) owns and operates 28 dams. Seven of the dams are used to manage flows within the watershed and are classified as multi-purpose dams. The multi-purpose dams serve two key functions: managing floods and supplying water to the river during periods of low flow (flow augmentation) .

The GRCA's other 21 dams are generally run-of-the-river dams or earthen embankment dams with small head ponds. Although the smaller dams do not serve a flood control or flow augmentation function, they are important community features. Parkhill Dam is a run-of-the-river dam that was acquired by the GRCA in 1972. The dam was historically built by two major mills operating in the downtown Galt area. The waterpower was used to operate the industrial machinery associated with the mills.

### **History of Parkhill Dam**

Parkhill Dam is comprised of a reinforced concrete overflow weir (dam) approximately 3.66 meters in height which is founded on bedrock, spanning the Grand River in the City of Cambridge. In the late 1970s, as part of the Galt channel improvement works, dam repairs were undertaken by the GRCA which included an extension of the dam towards the west embankment and the construction of a sluice gate control structure consisting of two gates on the west bank of the river. The dam structure also consisted of four low-level outlets (sluiceways) across the dam, which effectively were one meter by one meter openings through the base that allowed for the passage of water.

Following two drowning deaths at Parkhill Dam in 1998, a coroner's inquest was conducted. In 2000 the verdict of the Coroner's jury was delivered, which made a total of 40 recommendations, eight of which were directed specifically to the Grand River Conservation Authority. GRCA developed an action plan for implementing the jury recommendations, which was approved by the GRCA Board in June 2000 (GM-6-00-29) .

To address the risk to public safety posed by the existing dam structure, Jury Recommendation 31 states: "We recommend that all four sluices at the Parkhill Dam be grouted to ensure they are permanently closed." The GRCA undertook works to address Jury Recommendation 31 to permanently fill in the four low-level sluiceways with concrete and grout, including design, permit approvals, and construction beginning in 2001. Approvals were granted from the Ministry of Natural Resources (MNR) under the Lakes and Rivers Improvement Act, the Department of Fisheries and Oceans Letter of Advice, and the Grand River Conservation Authority (Construction and Alteration to Waterways Permit pursuant to O. Reg 149) . The sealing of the sluiceways was an effective control to remove the hazard to the public that these features generated. Fencing along the embankments at the ends of the dam would not be deemed

sufficient control as access from upstream along the Grand River would still allow for recreational users to interact with the hazard introduced by the low-level sluices on the dam. The GRCA engaged an experienced dam safety engineering firm, which also provided an assessment that installing grating on the low-level sluices would still similarly present a risk to public safety and drowning hazard.

### **Sediment and Water Quality in the Grand River at the Parkhill Dam**

Prior to their permanent sealing in 2002, the low-level sluiceways would be able to provide a path for sediment transport closer to the bottom of the channel. Sedimentation in the reach of the Grand River upstream of the Parkhill Dam has been an historic issue, and a sediment island can be observed between the Parkhill Dam and the upstream railroad bridge in air photos dating back to the 1950s.

On behalf of the GRCA, an assessment on the fish community and aquatic habitat was completed in spring of 2001, which included an assessment of existing condition and identification of key issues. It is important to note that this assessment was completed prior to the permanent sealing of the low-level outlets. Detailed aquatic habitat assessments in the vicinity of the Parkhill Road bridge had previously been completed in 1992. In 2000 the fish community within a 31-kilometer-long section of the Grand River was assessed, including segments both upstream and downstream of the Parkhill Dam. The head pond behind the dam was expected to provide feeding and holding habitat for a number of fish species, particularly the top predator species such as smallmouth bass (Geddes, 2001).

As part of the Parkhill Dam Hydro Project, the GRCA undertook sediment quality sampling in a focused area upstream from the existing sluice gate control structure along the west bank in 2017. Sediments located close to the inlet channel upstream of existing gated control structure on the west bank were found to have elevated levels of some metals and hydrocarbons. It is possible that elevated zinc in sediments accumulating behind the Parkhill Dam are naturally occurring due to historical observations in previous GRCA studies (GRCA, 2017). The sampling completed at that time was consistent with the findings of previous studies in the Parkhill Dam area, including sampling in 2006. In general, as long as the sediment stays undisturbed, the contaminants trapped in it should not negatively impact the water quality.

The 2005 Grand River Fisheries Management Plan (GRFMP) documents the issues contributing to negative impacts on the fisheries, including the impact urban centers have on water quality problems due to inputs of sediments and stormwater in this reach of the Grand River. Incremental losses of fish habitat are noted due to various land use activities, channelization, and urban encroachment. In addition, the GRFMP notes a “(perceived) concern regarding impacts to the fish community by pre-season angling for smallmouth bass and impacts of local bass derby”. In the technical background report supporting the GRFMP, a recommendation with respect to maintaining the Parkhill Dam as a barrier to migratory fish species from Lake Erie is documented (GRCA MNR 2001).

In the Grand River Conservation Action Plan, authored by the Carolinian Canada Coalition in 2014 with support from MNR, GRCA and Environment Canada identifies notes high nutrient loading from municipal sewage treatment plants in the highly urbanized reach of the river as reducing aquatic diversity at the time of the study. Significant improvements have been made to water quality in the Grand River from Doon to Parkhill Dam, thanks to major upgrades to the Kitchener and Waterloo wastewater treatment plants (WWTPs). These upgrades included new infrastructure and better treatment processes. As a result, the water now has higher oxygen levels and lower ammonia, which has benefited the health of fish in the area.

### **GRCA Action and Next Steps**

GRCA staff are in communication with the Department of Fisheries and Ocean (DFO) in response to the concerns that have been raised with respect to navigation for recreational

use and fish habitat and communities for recreational fishing in the reach of the Grand River upstream of the Parkhill Dam.

There are currently no significant repairs or modifications planned for the Parkhill Dam with respect to GRCA's dam safety and public safety management program. Regular inspections and engineering assessments have not identified dam safety or public safety works with respect to the Parkhill Dam that require addressing at this time. Any future construction projects at this structure would assess impacts to dam safety, public safety, and the environment, and alternate solutions to address sediment issues could be considered at that time. The permanent sealing of the low-level sluices was required to address the risk to public safety. The importance of controlling public safety hazards and the risk of drowning at GRCA structures is a top priority for the GRCA, and at this point, the option of re-opening the low-level outlets at the Parkhill Dam is not under active consideration. Alternatives for addressing sediment transport may be considered in any future significant dam maintenance or modifications.

**Financial Implications:**

As the owner of the Parkhill Dam, the GRCA continues to be responsible for safe operation and maintenance. The current Water Structures Capital Forecast has not identified any projects or funding to complete studies or modifications to the Parkhill Dam.

**Other Department Considerations:**

Not applicable.

**Prepared by:**

Katelyn Lynch  
Manager of Water Infrastructure

**Approved by:**

Samantha Lawson  
Chief Administrative Officer

# Grand River Conservation Authority

**Report number:** GM-12-24-116

**Date:** December 13, 2024

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

**Subject:** Brantford Ice Jam Mitigation Class Environmental Assessment Consulting Contract

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## Recommendation:

THAT the Grand River Conservation Authority award the contract for the Brantford Ice Jam Mitigation Class Environmental Assessment for the amount of \$134,355 (excluding HST) to Matrix Solutions Inc;

AND THAT a contingency of 10 percent be included in the overall project budget for a total project budget of \$147,791(excluding HST).

## Summary:

Ice jam flooding on the Grand River in February 2018 caused significant flood damages in the City of Brantford. Matrix Solutions (then Ecosystem Recovery Inc.) was retained by the Grand River Conservation Authority (GRCA) , in partnership with the City of Brantford, to undertake a feasibility study for the development and refinement of alternative mitigation measures to reduce ice jam potential in Brantford. The draft technical report sections have been received by the GRCA and City of Brantford, however consultation and completion of this study is outstanding.

The GRCA, in partnership with the City of Brantford, has received a proposal from Matrix Solutions Inc. to complete additional study tasks to follow the requirements of the Conservation Ontario (CO) Class Environmental Assessment for Remedial Flood and Erosion Control Projects. Study completion will satisfy the Canadian Environmental Assessment Act requirements to further advance the ice jam mitigation preferred management strategy to detailed design and construction, which will be completed in subsequent project phases.

## Report:

The City of Brantford suffered a major ice jam flood in 2018. Following this event, the GRCA carried out an investigation with KGS consultants to document the event and introduce mitigation options. The investigation was completed in cooperation with the City of Brantford and was reported to their Council and the GRCA Board in spring 2020 with a recommendation to carry out an Ice Jam Mitigation Feasibility Study to advance the development of mitigation options.

Terms of reference for the Study were developed and approved by the GRCA and the City of Brantford. Main components of the Study include:

1. Identification of cost and ability to implement potential mitigation projects including varied approaches such as modifications to built infrastructure, e.g.: the dike, floodwalls, and roads, as well as river and floodplain modifications;
2. Benefit of the current dike protection system in Brantford in reducing flood damages and potential return on investment for any increased protection the additional mitigation measures would achieve; and
3. Public engagement regarding the background to the flood event and solutions being identified through this Study.

The most promising mitigation measures would be considered for implementation and would require an Environmental Assessment process and further consideration and discussion about agency roles, legal responsibilities, and funding arrangements.

Matrix Solutions (then Ecosystem Recovery Inc.) was retained by the GRCA, in partnership with the City of Brantford, to undertake the feasibility study for the development and refinement of alternative mitigation measures to reduce ice jam potential in Brantford. A draft Ice Jam Mitigation Feasibility Study has been prepared, with an initial evaluation of mitigation measures completed. At this stage in the Feasibility Study, to recognize efficiencies in advancing to detailed design, additional scope to satisfy the Class Environmental Assessment is recommended.

At the request of the GRCA, with the support of the City of Brantford, Matrix Solutions has provided a proposal to complete an additional scope of work to complete the in-progress Feasibility Study with the requirements of the Conservation Ontario Class Environmental Assessment, including notification and engagement with stakeholders, the public and First Nations on the evaluation of alternatives, completion of natural heritage assessment, archaeology, cultural heritage impact assessment, and environmental impact assessment. This Environmental Assessment study will conclude with the selection of a preferred management strategy for ice jam mitigation along the Grand River in the City of Brantford. Detailed design and construction will proceed under subsequent separate projects, in partnership with the City of Brantford.

The Matrix Solutions project team has been involved in the work completed in the draft Brantford Ice Jam Mitigation Feasibility study, including technical assessments of hydraulics, flood damages, and development and evaluation of mitigation options. It is recommended that to satisfy the requirements of the CO Class Environmental Assessment Matrix Solutions is engaged to complete the contract as outlined in their proposal. This proposed approach will provide efficiencies and the best value to GRCA due to the project team's intimate knowledge of the ice jam mitigation study background and technical work completed to date. Due to staff turnover within the GRCA and the City of Brantford, the continuity of knowledge that the Matrix team brings will assist with the successful completion of the Ice Jam Mitigation Class Environmental Assessment study.

### **Financial Implications:**

The contract proposal for the additional scope of work to complete the Ice Jam Mitigation study in satisfaction of the Conservation Ontario Class Environmental Assessment requirements is \$134,355 excluding HST.

The GRCA has received approval for funding through the provincial Water and Erosion Control Infrastructure fund for 50% of this project in 2025. The remaining 50% of this project budget will be from Land Sale Reserves.

### **Other Department Considerations:**

Not applicable.

### **Prepared by:**

Katelyn Lynch  
Manager of Water Infrastructure

### **Approved by:**

Samantha Lawson  
Chief Administrative Officer

# Grand River Conservation Authority

**Report number:** GM-12-24-115

**Date:** December 15, 2024

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

**Subject:** Residential Program Wind-down: Status Update

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## **Recommendation:**

THAT Report GM-12-24-115 – Residential Program Wind-down: Status Update be received as information.

## **Summary:**

Not applicable.

## **Report:**

Houses owned by the GRCA were acquired as part of various land acquisition projects, most often for flood control. The houses that were not immediately demolished for the construction of the projects were held for future assessment and rented to tenants.

A Strategic Plan and 2013 comprehensive review of the GRCA's residential tenancy program concluded that the program did not fit GRCA objectives and was a significant challenge to fund and maintain.

A four-stage framework for the wind-down was approved by the General Membership on July 22, 2016 (Resolution No. 2016-118), ranging from Stage 1 most imminent safety and financial liability through to Stage 4 properties that can be held and re-evaluated. Since 2016, annual correspondence has been sent to all tenants regarding the status of the wind-down of the program.

At the beginning of the wind-down, the GRCA owned 45 residential houses of which 34 were rented out to tenants. Currently, there are 12 remaining residential properties, of which 8 are occupied and rented out and 4 are vacant. All of the highest-priority Stage 1 and Stage 2 properties have been removed from the portfolio.

Throughout 2024, the sale of 5500 Jones Baseline in the Township of Guelph-Eramosa closed and demolition preparation was started for two of the properties for 2025. These properties include: 6366 Eighth Line in the Township of Centre Wellington (Elora) and 5245 Wellington Rd 29 in the Township of Guelph/Eramosa (Rockwood). Due to GRCA staffing turnover and vacancies, increased demands on staff with other matters, notably attending to frequent and numerous encampments, the demolition of these two structures in 2024 has been delayed. Following the demolition of these two properties, 6741 Lakeview Drive in the Township of Mapleton (Conestogo Lake) is also planned for 2025 demolition.

The following provides a status update on the wind-down of the program:

### **Stage 1**

All Residential buildings have been vacated and demolished, transferred to the parks as assets, or sold.

### **Stage 2**

All Residential buildings have been vacated and demolished, transferred to the parks as assets, or sold. The final property in Stage 2, 5500 Jones Baseline in the Township of Guelph-Eramosa, was severed and sold for \$1.85 million. The transaction closed on August 16, 2024.

### **Stage 3**

Two residences remain and are both occupied by a tenant. Conservation Lands staff will undertake building condition assessments in 2025 to determine next steps for disposition/demolition.

### **Stage 4**

There are ten properties remaining, of which four are vacant and six are occupied and rented.

Two of the vacant properties are the aforementioned houses where demolition preparation has commenced and are planned for 2025 demolition.

Expected final outcomes for the ten properties: three properties require additional review to determine the appropriate course of action for the houses and land; two properties are planned for demolition; and the remaining five properties are planned for disposition.

Staff will continue to transition the remaining properties out of the residential program.

### **Financial Implications:**

The 2024 budget includes residential rental income of \$110,000 and expenses of \$81,500 for a forecasted surplus of \$28,500. Actuals YTD are \$115,500 rental income less \$84,000 expenses for a YTD surplus of \$31,000. The 2025 budget forecasts \$115,000 rental income compared to \$81,500 expenses for a surplus of \$33,500. Should any of the properties be sold in 2025, this would reduce the surplus as it relates to this budget. It is noted that taxes and insurance for the residential property rentals are not included in the budget but are carried in the Passive Lands Budget, thereby placing the residential program in a break-even position.

### **Other Department Considerations:**

Not applicable.

### **Prepared by:      Approved by:**

Nick Randle  
Property Superintendent

Sam Lawson  
Chief Administrative Officer

Joel Doherty  
Manager of Conservation Lands

**Table 1: Summary of Stage 1, 2, 3, and 4 Wind-down Progression**

**Stage 1**

Status: 100% Complete

(9 Properties / 0 Remain in program)

Status		Demolished		Disposition		
Vacant	Occupied	Planned/ In Progress	Complete	Transferred To Park	Listing Pending	Sold
0	0	0	7	1	0	1

**Stage 2**

Status: 100% Complete

(10 Properties / 0 Remain in program)

Status		Demolished		Disposition		
Vacant	Occupied	Planned/ In Progress	Complete	Transferred To Park	Listing Pending	Sold
0	0	0	7	1	0	2

**Stage 3**

Status: 83% Complete

(12 Properties / 2 Remain in program)

Status		Demolished		Disposition		
Vacant	Occupied	Planned/ In Progress	Complete	Transferred To Park	Listing Pending	Sold
0	2	1	8	0	1	2

**Stage 4**

Status: 9% Complete

(11 Properties / 10 Remain in program)

Status		TBD	Demolished		Disposition		
Vacant	Occupied	Under Review	Planned/ In Progress	Complete	Transferred To Park	Listing Pending	Sold
4	6	3	2	0	0	5	0

# Grand River Conservation Authority

**Report number:** GM-12-24-112

**Date:** December 13, 2024

**To:** General Membership of the Grand River Conservation Authority

**Subject:** ERO Posting 019-9325 Permit to Take Water application

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## **Recommendation:**

THAT Report Number GM-12-24-112 – ERO Posting 019-9325 Permit to Take Water application be received as information.

## **Summary:**

The GRCA will submit comments on ERO Posting 019-9325, a Permit to Take Water application for quarry dewatering by James Dick Construction Limited. Water will be taken from two ponds to create dry working conditions that will allow aggregate extraction below the water table at the Glenchristie Quarry, located at 2145 Waterloo Regional Road 24, Cambridge, Ontario.

## **Report:**

The Ministry of the Environment, Conservation and Parks (MECP) has the authority to issue a Permit to Take Water (PTTW) under Section 34 of the Ontario Water Resources Act. PTTWs are required for most surface or ground water takings of more than 50,000 L/day. Conservation authorities are notified of PTTW applications under Ontario Regulation 387/04 (Water Taking and Transfer).

The Grand River Conservation Authority (GRCA) has the authority to review PTTW applications under Section 13 of Ontario Regulation 686/21 (Mandatory Programs and Services) to determine whether the proposal relates to a significant drinking water threat and whether it may result in a potential impact on drinking water sources protected by the Grand River Source Protection Plan.

The GRCA received notification of an application for a PTTW on November 7, 2024. The application was posted to the ERO (number [019-9325](#)) on October 29, 2024, with a 30-day comment period ending November 28, 2024. The GRCA requested and received an extension to the deadline to submit comments by January 10, 2025.

The application by James Dick Construction Limited is for a new 10-year permit for pumping to drain a quarry lake and pond and maintain dry working conditions to allow for aggregate quarrying below the water table at the Glenchristie Quarry, adjacent to the Speed River in Cambridge (Figure 1). The application is for a Category 3 permit, the class of water takings anticipated to have the highest potential of causing unacceptable environmental impact or interference.

Staff reviewed the application and associated Hydrogeology Assessment Report, and plan to submit the following comments to the MECP:

- The proposed water taking is within a wellhead protection area for quantity for the municipal drinking water systems of the City of Guelph and the Regional Municipality of Waterloo. Additionally, there are a number of large private permitted water takers in the area. There is a need to consider the cumulative impacts of existing and potential future water takings to ensure sufficient water supplies for municipal, non-municipal, and environmental needs.
- A Best Practices paper was developed in 2010 by a working group representing the GRCA, the Ministry of Northern Development, Mines, Natural Resources and Forestry and the Ontario Stone, Sand & Gravel Association. The paper presents advice relating to cumulative effects assessment of applications for below-water aggregate extraction. Cumulative effects are changes in the environment caused by multiple interactions among human activities and natural processes, which accumulate across time and space. The

PTTW application is within the lower Speed River subwatershed, an area identified in the paper as a high priority for cumulative effects assessment of new or amended aggregate license applications and their potential impacts on water resources.

- Section 4(5) of Ontario Regulation 387/04 (Water Taking and Transfer) provides a mechanism by which the MECP may delineate a geographic area where a ground or surface source of water supply is under stress and prepare a strategy to manage permitted water takers within the area. The GRCA recommends the Ministry use this tool to facilitate management of the cumulative effects and potential interference of municipal and non-municipal water takers in the lower Speed River subwatershed.



**FIGURE 1: LOCATION OF THE GLENCHRISTIE QUARRY.**

**Financial Implications:**

Not applicable.

**Other Department Considerations:**

Staff from the Water Resources and Flood Operations departments provided input to the comments on the PTTW application.

**Prepared by:**

Janet Ivey  
Manager, Water Resources

Sonja Strynatka  
Senior Hydrogeologist

**Approved by:**

Samantha Lawson  
Chief Administrative Officer

# Grand River Conservation Authority

**Report number:** GM-12-24-122

**Date:** December 13, 2024

**To:** General Membership of the Grand River Conservation Authority

**Subject:** Update on the Watershed-wide Wastewater Optimization Program

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## **Recommendation:**

THAT Report Number GM-12-24-122 – Update on the Watershed-wide Wastewater Optimization Program be received as information.

## **Summary:**

The Grand River Conservation Authority (GRCA) recently hosted the annual workshop for the Watershed-wide Wastewater Optimization Program. At this well-attended event, participants received the results of an annual assessment of sewage treatment plant performance, heard report-backs from plants and lagoons across the watershed, and recognized those that achieved excellent treated effluent quality in 2023.

## **Report:**

Addressing elevated nutrients in the Grand River watershed requires the efforts of both rural and urban communities. The Watershed-wide Wastewater Optimization Program (WWOP) assists wastewater treatment plant (WWTP) operators in achieving voluntary total phosphorus (TP) and total ammonia nitrogen (TAN) effluent targets that go above and beyond the plants' legal requirements. The WWOP is a Category 2 program provided under agreement with participating municipalities and with financial support from the Ministry of the Environment, Conservation and Parks (MECP).

Optimization is a continuous improvement process that uses the full potential of people and infrastructure. This means using the existing equipment at the wastewater treatment plant to its maximum capacity before building expensive new tanks and treatment processes. The benefits of participating vary from plant to plant but optimizing the operation of a WWTP has resulted in:

- Identifying potential cost savings and/or deferring capital investment,
- Gaining a deeper understanding of the wastewater treatment plant,
- Reducing the number of bypasses, and
- Producing better effluent quality.

The WWOP is recognized in the Grand River Water Management Plan and Lake Erie Action Plan as key strategies for achieving nutrient load reductions to the Grand River and Lake Erie.

A strategic planning committee of the GRCA, Haldimand County, City of Brantford, and the MECP guides WWOP development and implementation. Key program activities include:

- Reporting on WWTP performance using data voluntarily contributed by plants and recognizing plants achieving excellent treated effluent quality,
- Hosting an annual workshop to facilitate knowledge transfer and build a community of practice, and
- Providing technical support to operators through plant-specific summary reports, on-site visits, special studies, and training.

## **2024 Accomplishments**

On November 14, 2024, the GRCA welcomed a group of 50 to the annual workshop, representing wastewater professionals from municipalities, contract operators, and the MECP. A presentation on watershed-wide WWTP performance highlighted a 92% reduction in TAN and 35% reduction in TP

loading from WWTPs between 2012 and 2023, despite the watershed population increasing by about 17% over the same period. These improvements are the result of WWTP upgrades and optimization.

Short presentations were received from the Township of Southgate, City of Guelph, Region of Waterloo, Oxford County, City of Brantford, and Haldimand County, highlighting optimization studies and technical support examples. These presentations allow managers and operators to share experiences, engage in collaborative problem solving, and network with peers.

The annual workshop concluded with the announcement of WWTPs that have achieved bronze, silver, or gold levels of recognition for the 2023 operating year. Recognition program criteria include meeting provincial Environmental Compliance Approval effluent limits, achieving voluntary targets, providing enhanced reporting, and validating data (via water balance or sludge accountability analyses). This year, recognitions were awarded to:

- Bronze category – City of Guelph, Region of Waterloo (Kitchener, New Hamburg, St. Jacobs) and Brant County (St. George)
- Silver category – Township of Southgate (Dundalk), Region of Waterloo (Elmira, Heidelberg, Preston), Brant County (Cainsville) and Haldimand County (Caledonia)
- Gold category – Region of Waterloo (Ayr, Conestogo) and City of Brantford

This year marked the largest number of recognitions that have been awarded in program history.

Ongoing efforts are needed to improve plant operational practices and data validation, provide support to plants that are not currently meeting the voluntary targets, and ensure long-term program sustainability. Although the percentage of months that watershed WWTPs met the TP targets in 2023 improved over 2022, the total TP loading to the river increased. Six plants met the total phosphorous targets less than 50% of the time, including some of the largest plants in the watershed.

Site visits were conducted in 2024 at six of the WWTPs that have the strongest track record of meeting the voluntary TP targets. The goal of the visits was to explore and document the operational best practices that contribute to achieving the targets. Results of this special study are anticipated in 2025 and will demonstrate the feasibility of achieving the targets to WWTPs that struggle to meet them.

### **Financial Implications:**

The WWOP is supported by a combination of funding from the MECP (about \$130,000 per year) and participating municipalities under the Category 2 Memorandum of Understanding (about \$80,000 per year). The current transfer payment agreement with the MECP ends in February 2025. Staff are negotiating a one-year extension to the agreement.

### **Other Department Considerations:**

Not applicable.

#### **Prepared by:**

Janet Ivey  
Manager of Water Resources

Cameron Irvine  
Supervisor of Water Quality

#### **Approved by:**

Samantha Lawson  
Chief Administrative Officer

# Grand River Conservation Authority

**Report number:** GM-12-24-118

**Date:** December 13, 2024

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

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

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## **Recommendation:**

THAT Report Number GM-12-24-118 – Grand River Watershed Flood Warning System be received as information.

## **Summary:**

A pre-winter Flood Coordinators meeting was held on December 5, 2024. The program included a review of the flood message fan-out system test and a discussion on the roles of the GRCA, Police and municipal Flood Coordinators in response to flooding. Presentations relating to the GRCA Flood Warning System, the recently approved Reservoir Operation Policy and Roles and Responsibilities for Flood Communications were provided by GRCA staff. Trudy Kidd from Environment and Climate Change Canada provided an overview of severe weather events over the past year and a look ahead at the long-term weather forecast. Staff from Brant County highlighted a new radar sensor that they have deployed in Paris to provide additional information during flooding or ice jam conditions. The outlook at the time of the flood coordinators meeting was to expect warmer than normal temperatures and slightly above average precipitation levels for winter of 2024/2025.

Municipal Flood Coordinators, Municipal Police, Ontario Provincial Police, Environment Canada, Province of Ontario, neighboring Conservation Authority staff and GRCA staff attended the meeting. The Grand River Flood Warning booklet was updated in November 2024 and will be mailed out to all municipalities, police services and other agencies that participate in the Grand River flood warning system. One reason for initiating a pre-winter meeting is to ensure all contact information is up to date heading into the winter season with the intention of being as prepared and organized as possible.

## **Report:**

Flooding poses a longstanding concern for residents of the Grand River watershed. While most major river flooding occurs in March and April, the potential for serious flooding persists throughout the year. Projections indicate that climate change will likely amplify the frequency and intensity of flood events. To address this, the Grand River Conservation Authority has implemented a comprehensive flood management program involving the construction of reservoirs and dike systems. Despite the significant role played by these measures in reducing flood damage, they do not eliminate the risk of flooding.

The crucial responsibility for handling a flood emergency lies with the municipality and its emergency plan. The Grand River Conservation Authority assumes specific roles in a flood emergency, including monitoring watershed and weather conditions to forecast flooding, operating dams and reservoirs to mitigate flood effects, and issuing flood warning messages to municipal flood coordinators and emergency services.

In the event of a flood, timely warnings are paramount for both watershed residents and emergency response personnel to take appropriate measures and mitigate potential damages and threats to life. To address this need, the Grand River Conservation Authority has

established a "fan-out" flood warning system designed to deliver timely flood warnings and information to municipal officials and residents within the watershed.

The 2024 Flood Coordinators meeting was held on December 5, 2024. This meeting was delivered in-person at the GRCA Administration Center Auditorium. The purpose of the pre-winter meeting is to ensure contact information is up-to-date heading into the winter and spring flood season. The meeting also provides participants with a forecast of the anticipated flood risk based on watershed conditions. A copy of the meeting agenda is included at the end of this report.

Presentations relating to the program included a review of the flood fan-out system test, a discussion on the role of the GRCA, Police and municipal Flood Coordinators, details of the GRCA Flood Warning System, Flood Management Program Updates, the recently approved Reservoir Operation Policy, Roles and Responsibilities for Flood Communications and Current Watershed Conditions, including the winter 2024/2025 flood outlook.

Trudy Kidd, a guest speaker from Environment and Climate Change Canada, provided a presentation reviewing the predicted and observed conditions over the summer and fall of 2024 and provided an outlook for Winter 2024/25. Trudy also provided an update on upcoming changes to weather alert messaging that have been adopted by The Meteorological Services of Canada, Environment and Climate Change Canada to align with recommendations from the World Meteorological Organization for early warnings.

Kent Pottruff, Community Emergency Management Coordinator from the County of Brant provided a presentation on new river level monitoring technology using a radar sensor that has been implemented on the Nith River, immediately upstream of the confluence with the Grand River. The purpose of this device is to provide more timely river level data to County staff and first responders and provide better understanding of any potential flood risks and evolving situations.

The watershed conditions described relatively wet conditions for the first half of 2024 followed by a very dry period from August to November across the watershed. Overall, reservoir levels are within their normal operating range except for the two largest reservoirs – Shand and Conestogo – which are much lower than normal due to dam maintenance activities. Lake Erie levels are somewhat higher than normal, creating a slightly higher risk for Lake Erie shoreline flooding. Winter flooding will depend on snow fall depths and temperature fluctuations. Environment and Climate Change Canada forecasts a warmer than normal winter with slightly above normal precipitation levels.

A total of 64 people participated in the December 5, 2024 in-person Flood Coordinators meeting. Participants included members of the following organizations and agencies: Municipal Flood Coordinators and municipal police from within the watershed, Environment and Climate Change Canada, and GRCA staff. The following table compares the attendances at the 2023 and 2024 meetings.

**Table 1 Attendance 2023 and 2024 Municipal Flood Coordinators Meetings**

<b>Agencies Represented</b>	<b>2024 Dec. Attendance (In-Person)</b>	<b>2023 Dec. Attendance (In-Person)</b>	<b>2023 Feb. Attendance (Virtual)</b>
Municipal Flood Coordinators	25	29	63
Municipal Police	2	1	3
Ontario Provincial Police	0	2	6
Provincial Ministries	0	2	3
Federal Agencies	3	5	5
Other Conservation Authority staff	0	9	13
News Media	0	0	0
GRCA Staff	34	19	35
Other	0	1	8
<b>Total Persons in Attendance</b>	<b>64</b>	<b>68</b>	<b>136</b>

To ensure a strong communications link, the Flood Warning System is tested twice a year, once prior to spring and once in the late fall prior to winter. This year’s pre-winter test was run on November 28, 2024. All but one of the municipalities and First Nations received the message and confirmed receipt of the test message. The email message was not received by Mississaugas of the Credit First Nation due to a firewall issue which was quickly resolved and should not interfere with future flood messages. All police services received the message.

An updated Flood Warning System “Booklet” will be mailed out in December, based on latest updates. The mail out distribution list includes:

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

**Financial Implications:**

Not Applicable.

**Other Department Considerations:**

Not Applicable.

**Prepared by:**

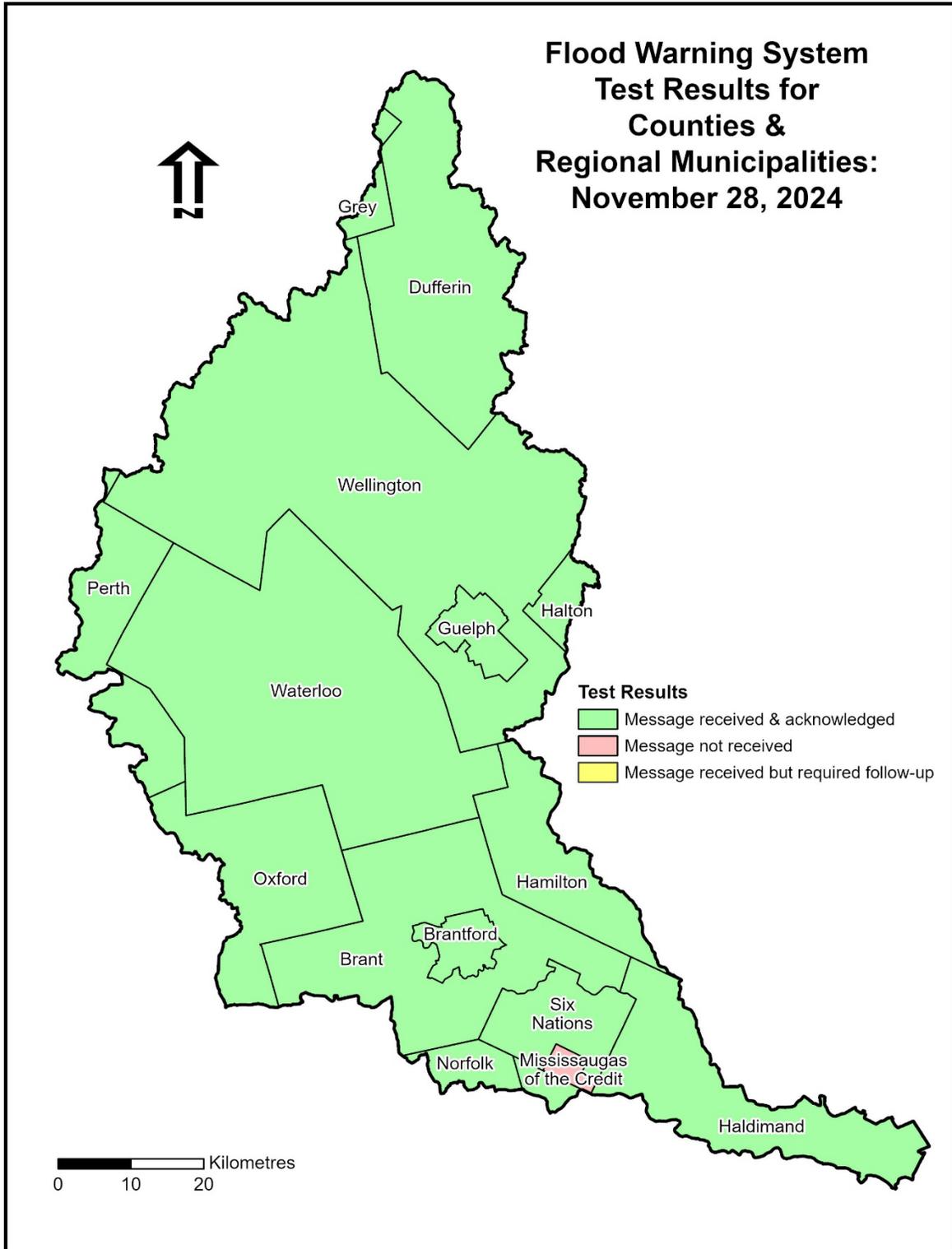
Mark Anderson, P.Eng.  
Senior Engineer-Flood Management

Vahid Taleban, P.Eng.  
Manager of Flood Operations

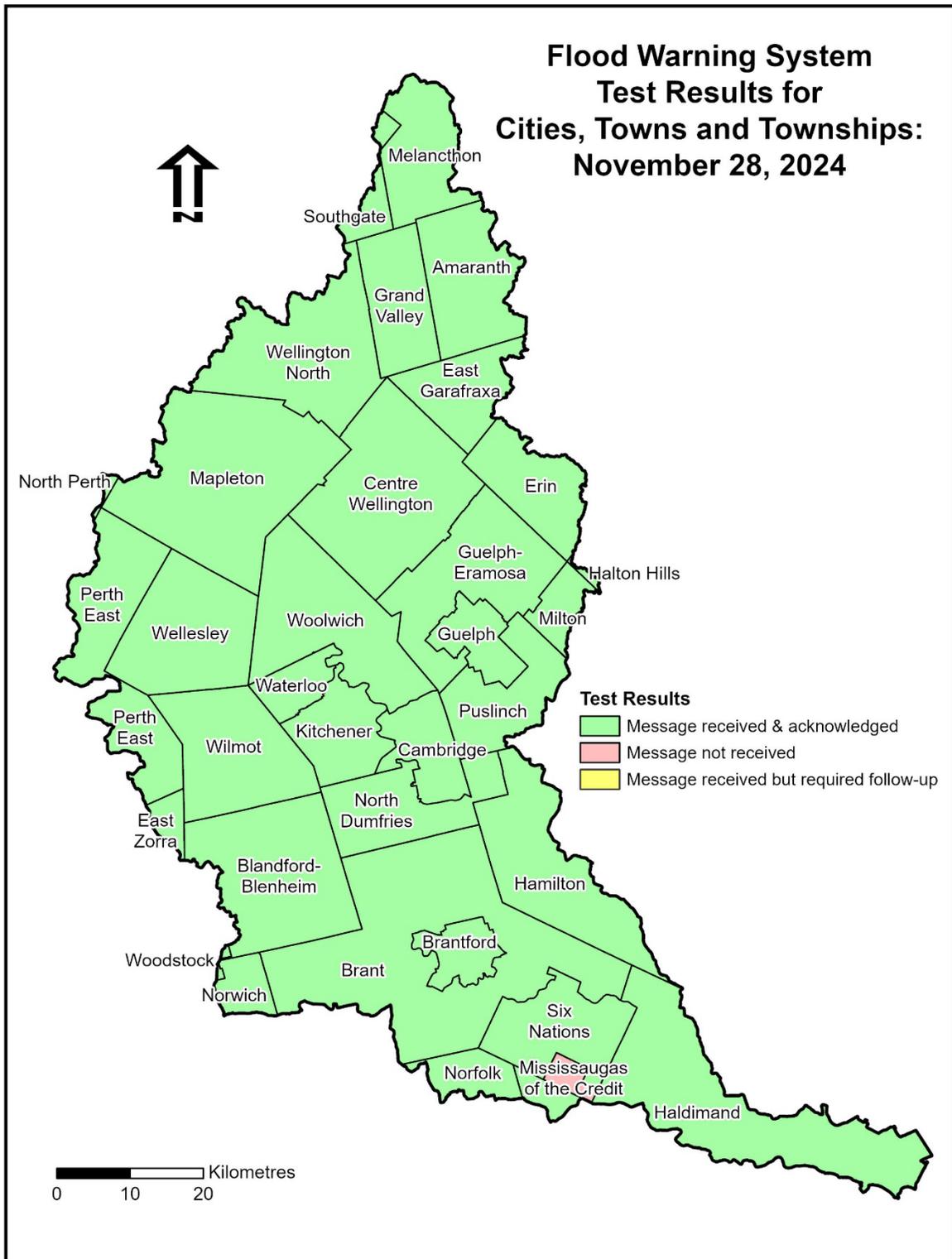
**Approved by:**

Samantha Lawson  
Chief Administrative Officer

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



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





**Grand River Conservation Authority  
Flood Warning Emergency Planning Meeting  
Thursday, December 05, 2024, 1:30 p.m.  
AGENDA**

<b>1. Chris White</b> <i>Chair</i> Grand River Conservation Authority Board of Directors	<b>Opening Remarks</b>	1:30 – 1:35 p.m.
<b>2. Mark Anderson</b> <i>Senior Engineer – Flood Management</i> Grand River Conservation Authority	<b>GRCA Flood Warning System</b> <ul style="list-style-type: none"> <li>• Flooding in the Grand River Watershed</li> <li>• Role of the GRCA</li> <li>• Role of Municipality and Municipal Flood Coordinator</li> <li>• Role of police</li> <li>• GRCA's Flood Warning Guide</li> </ul>	1:35 – 1:45 p.m.
<b>3. Jordan Atherton</b> <i>Water Resources Engineer</i> Grand River Conservation Authority	<b>Reservoir Operation Policy</b> <ul style="list-style-type: none"> <li>• Role of reservoirs and dikes to reduce flooding</li> <li>• Updates to reservoir operations</li> </ul>	1:45 – 2:00 p.m.
<b>4. Trudy Kidd</b> <i>Warning Preparedness Meteorologist</i> Environment and Climate Change Canada	<b>Weather Recap: Reflecting on past seasons and looking ahead</b>	2:00 – 2:30 p.m.
<b>6. Kent Pottruff</b> <i>Community Emergency Management Coordinator</i> County of Brant	<b>New River Level Monitoring Technology</b>	2:30 – 2:45 p.m.
<b>6. James Clark</b> <i>Senior Communications and Marketing Advisor</i> Grand River Conservation Authority	<b>Flood Communications – Roles and Responsibilities</b>	2:45 – 2:55 p.m.
<b>7. Samantha Lawson</b> CAO Grand River Conservation Authority	<b>Closing Remarks</b>	2:55 – 3:00 p.m.

# Grand River Conservation Authority

**Report number:** GM-12-24-121

**Date:** December 13, 2024

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

**Subject:** Current Watershed Conditions as of December 3, 2024

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## **Recommendation:**

THAT Report Number GM-12-24-121 – Current Watershed Conditions as of December 3, 2024 be received as information.

## **Summary:**

Precipitation in November was below average across the watershed but trending closer to normal compared to September and October. On average, the stations received about 70 percent of the long-term normal precipitation for November. Additionally, the first snow of the season at the end of November and into December brought considerable amounts of snow to parts of the watershed. However, as of December 3, 3-month indicators for precipitation are showing below normal conditions at all 8 climate stations.

Recorded temperatures in October at Shand, Luther, Shades, and Environment and Climate Change Canada's Brantford Airport climate (Brantford) stations, show that the average temperature across the watershed was close to 3 degrees Celsius warmer than normal. December started off cooler than normal with temperatures at the Shand Dam climate station a little over 2 degrees Celsius below the long-term average for the first half of December.

Guelph Dam and Luther Dam are at their normal operating levels for this time of year and Shand Dam and Conestogo Dam have been drawn down to accommodate rehabilitation work.

The large reservoirs will continue to serve their primary functions of flood storage and low flow augmentation, however there may be some deviation from the low flow target at Doon in December and January because of the rehabilitation work at Shand and Conestogo Dams.

Lake Erie continues to be above the long-term average.

The seasonal forecast over the next three months is for above normal temperatures and above normal precipitation.

## **Report:**

### **Precipitation**

On average, the climate stations across the watershed received 70 percent of normal precipitation in November.

The first snowstorms of the season occurred during late November into December. By the first couple days of December, recorded precipitation ranged from 2 to 65 percent of the long-term average for half of the month of December at climate stations across the watershed. Data is shown in Table 1. Snow measurements were also completed on December 1 and 2 as part of the Ministry of Natural Resources Snow Survey Program. The measured snow water equivalent was high to very high compared to the respective long-term averages for December 1 at 8 of 12 locations. A map of the results is shown in Figure 1.

Trends in precipitation, as presented in Table 2, show that during the past 3 months, the watershed has experienced drier than normal conditions. Precipitation amounts ranged from around 40 percent at the Woolwich climate station to 58 percent at the Luther station with an overall average of around 48 percent. Over longer periods of 12 to 18 months recorded

precipitation is still close to normal long-term averages overall. A visual representation of these trends for the Shand climate station is provided in Figure 2.

Table 1: Current monthly precipitation for climate stations across the watershed up to the morning of December 3, 2024.

<b>Climate Station</b>	<b>Current Month Precipitation (mm)</b>	<b>Long Term Average Precipitation (mm)</b>	<b>Percentage of Long-Term Average (%)</b>
Shand	4.0	37.1	11%
Conestogo	17.0	42.4	40%
Guelph	4.5	35.1	13%
Luther	4.5	39.4	11%
Woolwich	21.0	34.8	60%
Laurel	24.0	37.1	65%
Shades	5.0	35.3	14%
Brantford	0.5	28.8	2%

Table 2: Precipitation trends as a percentage ( % ) of the long-term average over the last 18 months.

<b>Climate Station</b>	<b>Last Month</b>	<b>Last 3 Months</b>	<b>Last 6 Months</b>	<b>Last 12 Months</b>	<b>Last 18 Months</b>
Shand	75%	52%	82%	102%	103%
Conestogo	74%	49%	67%	90%	94%
Guelph	70%	47%	78%	100%	99%
Luther	86%	58%	81%	103%	102%
Woolwich	65%	40%	75%	87%	93%
Laurel	63%	45%	77%	90%	90%
Shades	68%	48%	90%	105%	106%
Brantford	54%	44%	93%	108%	103%

### **Air Temperatures**

Recorded temperatures in November at Luther, Shand, Shades, and Brantford were close to 3 degrees Celsius higher than the long-term average at the stations, overall. Temperatures have cooled down during the beginning of December with temperatures slightly cooler than average for December by 1 to 2 degrees Celsius, but this is only considering 2 to 3 days of data. A visual representation of these trends for the Shand climate station is provided in Figure 3.

### **Groundwater Resources**

Groundwater levels in the Provincial Groundwater Monitoring Network and Grand River Conservation Authority monitoring wells across the watershed were analyzed to the end of August and are shown in Figure 4 and into October for some locations and are shown in Figure 5.

Overall, groundwater levels into October remained normal to above normal, aided by months of above average precipitation in 2024 prior to August. Four wells continue to show lower than normal levels however this is likely related to influences from local pumping. Groundwater levels will continue to be monitored following this drier than normal summer/fall.

### **Lake Erie Water Levels**

As of November 27, the average lake level was around 0.14 metres above the long-term average. As of early December, levels continued to follow a seasonal decline and remain above the long-term average.

The most probable forecast for Lake Erie is for lake levels to remain above the long-term average for the remainder of the year. Figure 6 shows the observed water levels starting in 2021 as well as the range of water levels expected over the next five months.

### **Reservoir Conditions**

The large reservoirs are being used to meet downstream flow targets to the extent possible. Dry conditions this fall mean that reservoirs are continuing to be more heavily relied upon to augment flows downstream. Luther and Guelph reservoirs are at their normal operating levels for this time of year.

The water level in the Conestogo Lake reservoir has been drawn down below the lower rule curve to facilitate the concrete rehabilitation work on the upstream (reservoir facing) side of Conestogo dam. The concrete rehabilitation work is expected to wrap up for this year within the next two weeks. Work will recommence in the late spring of 2025. Water levels will be managed to try to minimize any further decreases and if possible, water will be taken into storage to stabilize or increase the reservoir level.

The GRCA is also preparing for a maintenance project on Shand Dam. To accommodate the work, water in the Belwood reservoir has been lowered below the gates, which is below the lower rule curve for this time of year. The dam will continue to operate as intended throughout the duration of the project and provide its primary flood storage and flow augmentation functions. Water levels will be managed to try to minimize any further decreases and if possible, water will be taken into storage to stabilize the reservoir level.

Reservoir operations at other GRCA dams may be adjusted to accommodate the maintenance drawdowns at Shand and Conestogo and to augment low flow as much as possible. The concrete rehabilitation projects may result in a deviation from the low flow target at Doon in December and January. The impact of deviating from the low flow target will be mitigated by lower water temperatures at this time of year and significant impacts on water quality are not anticipated.

There is 84 and 97 percent available storage at Shand and Conestogo, respectively. Year to date reservoir levels and operating rule curves are shown in Figures 7 and 8 for the four largest reservoirs.

### **Low Water Response**

The watershed has received below average rain since August, leading to precipitation and stream flow indicators declining below the threshold for low water conditions in some areas.

Considering seasonal water use trends, the Grand River Low Water Response Team decided to maintain a normal low water condition at the time of the Grand River Low Water Response Team meeting on September 27, 2024.

Precipitation and streamflow data will continue to be monitored along with groundwater level data and the GRCA will coordinate meetings with the Low Water Response Team to review conditions as a group, as needed.

**Long Range Forecast**

Environment and Climate Change Canada is forecasting above normal temperatures and above normal precipitation for the watershed over the 3 months of December 2024 and January to February 2025.

**Flood Preparedness and Flood Centre Activities**

The GRCA flood operations centre did not issue any flood messages in November or December, so far.

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

Training sessions for dam operators and field staff will be conducted as needed.

**Financial Implications:**

Not applicable

**Other Department Considerations:**

Not applicable

**Prepared by:**

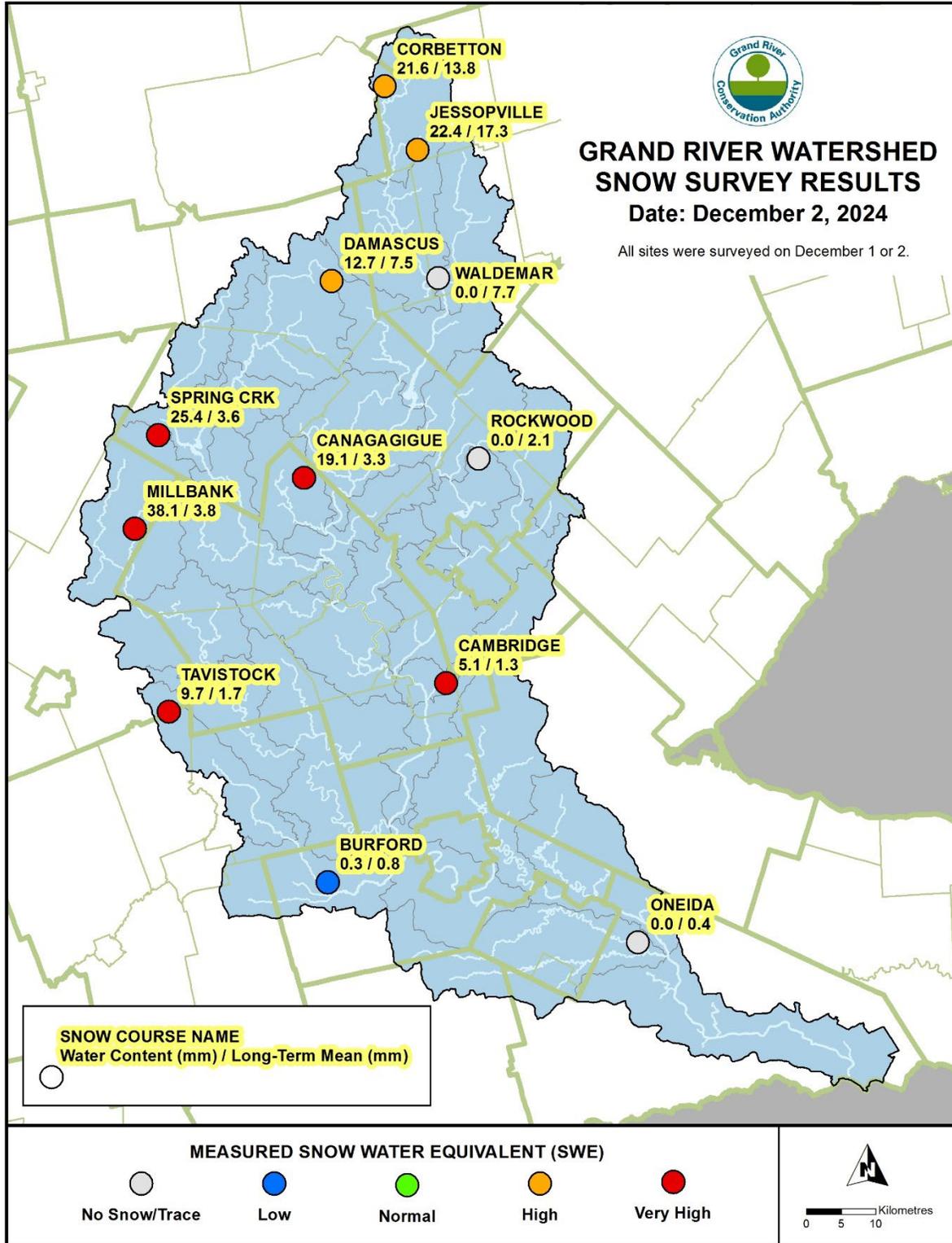
Mark Anderson, P. Eng.  
Senior Engineer – Flood Management

Liz Fisher  
Water Management Supervisor

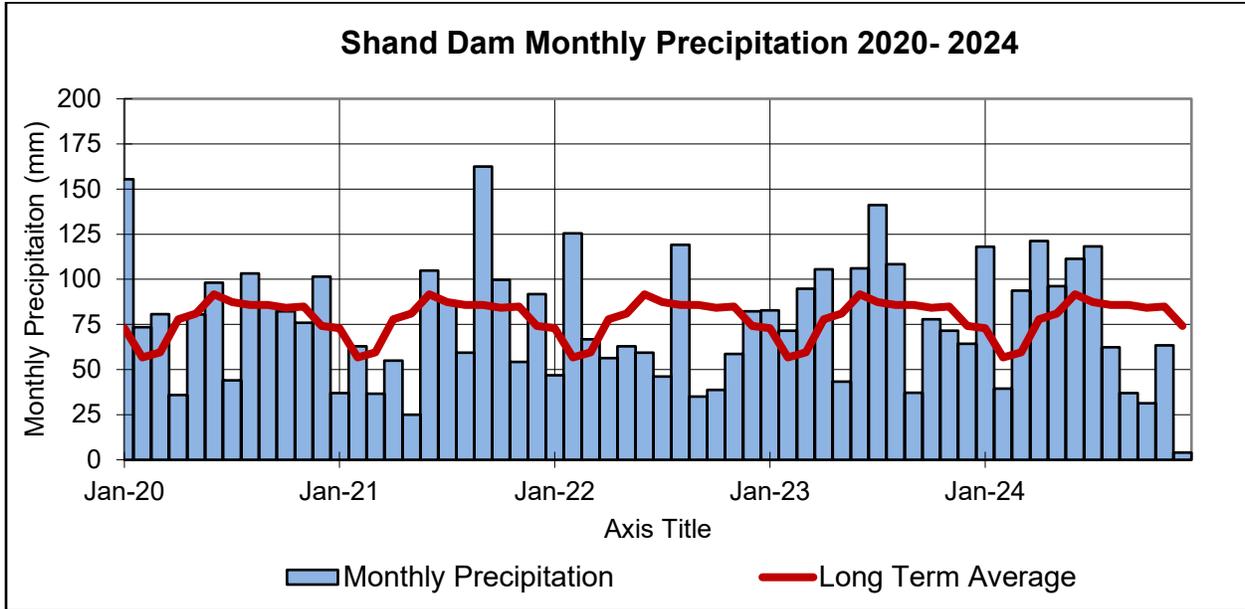
**Approved by:**

Vahid Taleban, P. Eng.  
Manager of Flood Operations

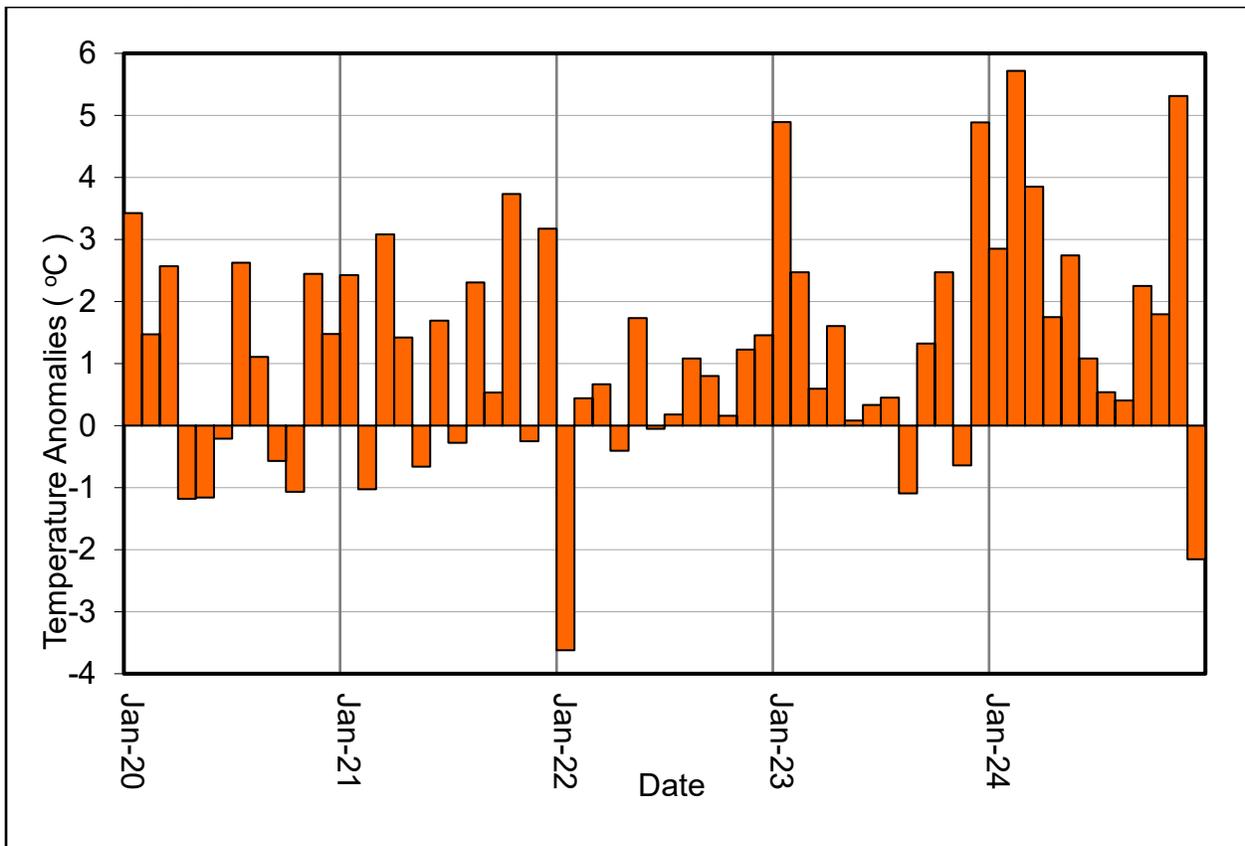
**Figure 1: Map of Grand River Watershed Snow Survey Results for December 1 and 2, 2024**



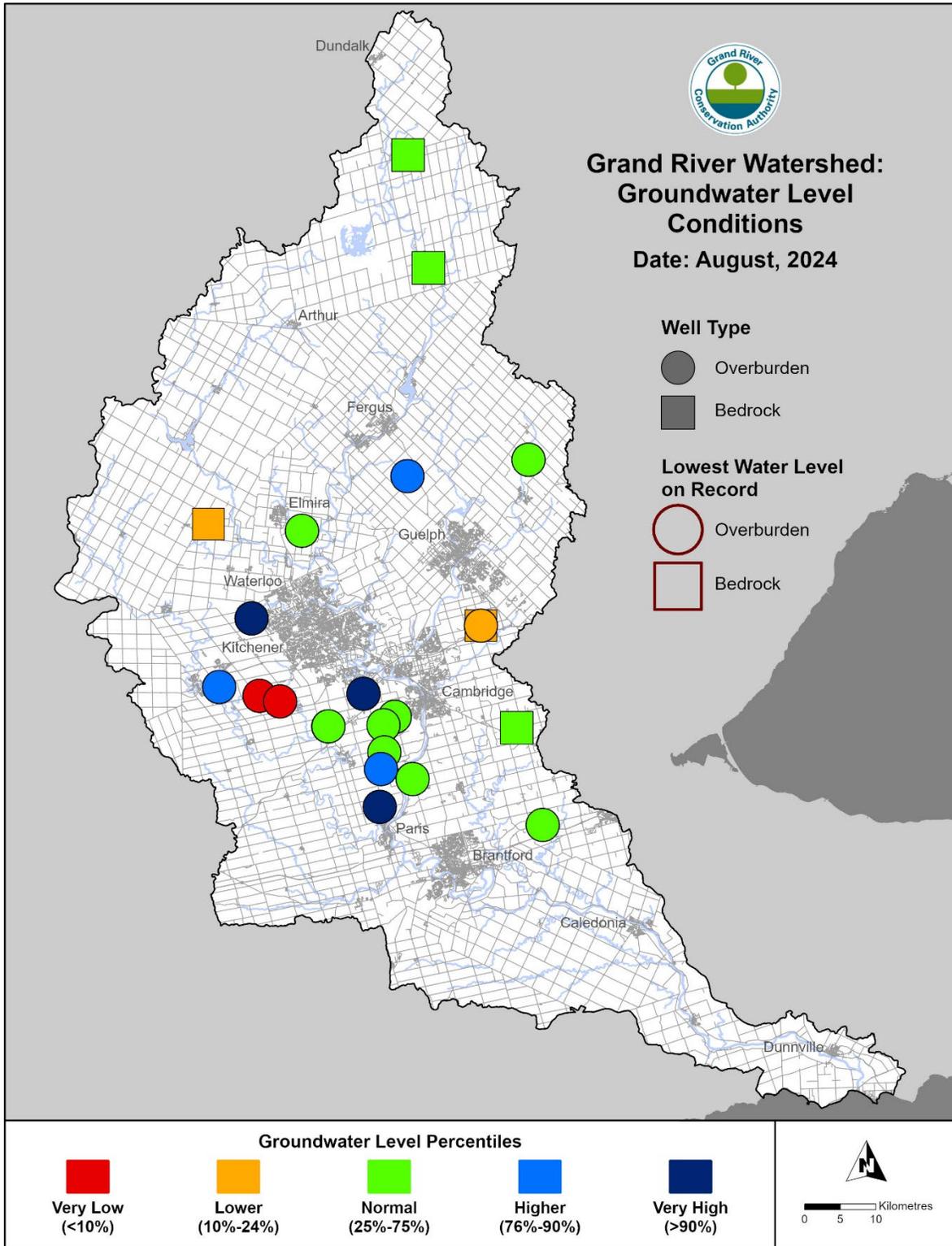
**Figure 2: Shand Dam Monthly Precipitation 2020 to morning of December 3, 2024**



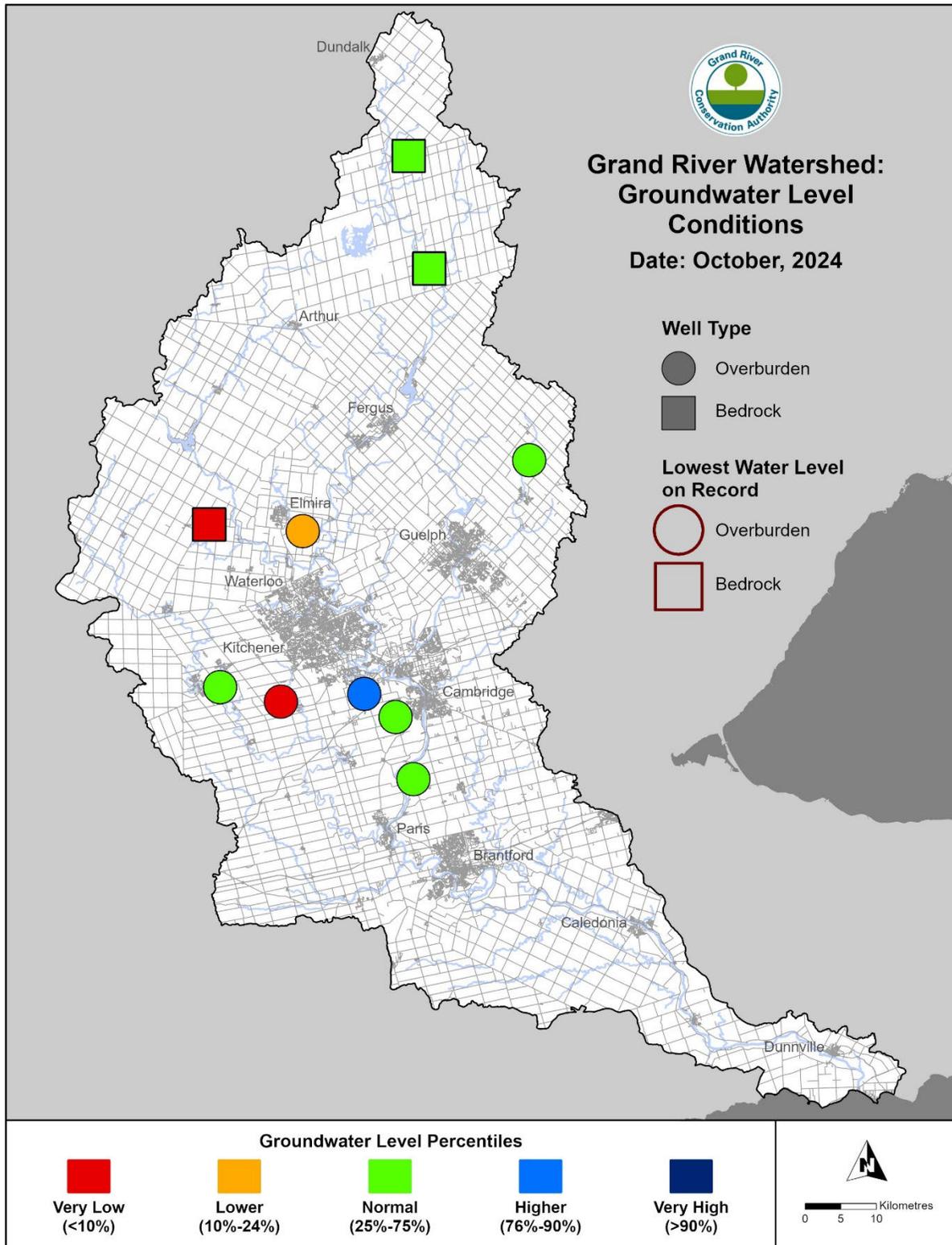
**Figure 3: Monthly Average Air Temperatures at Shand Dam from 2020 to December 3, 2024**



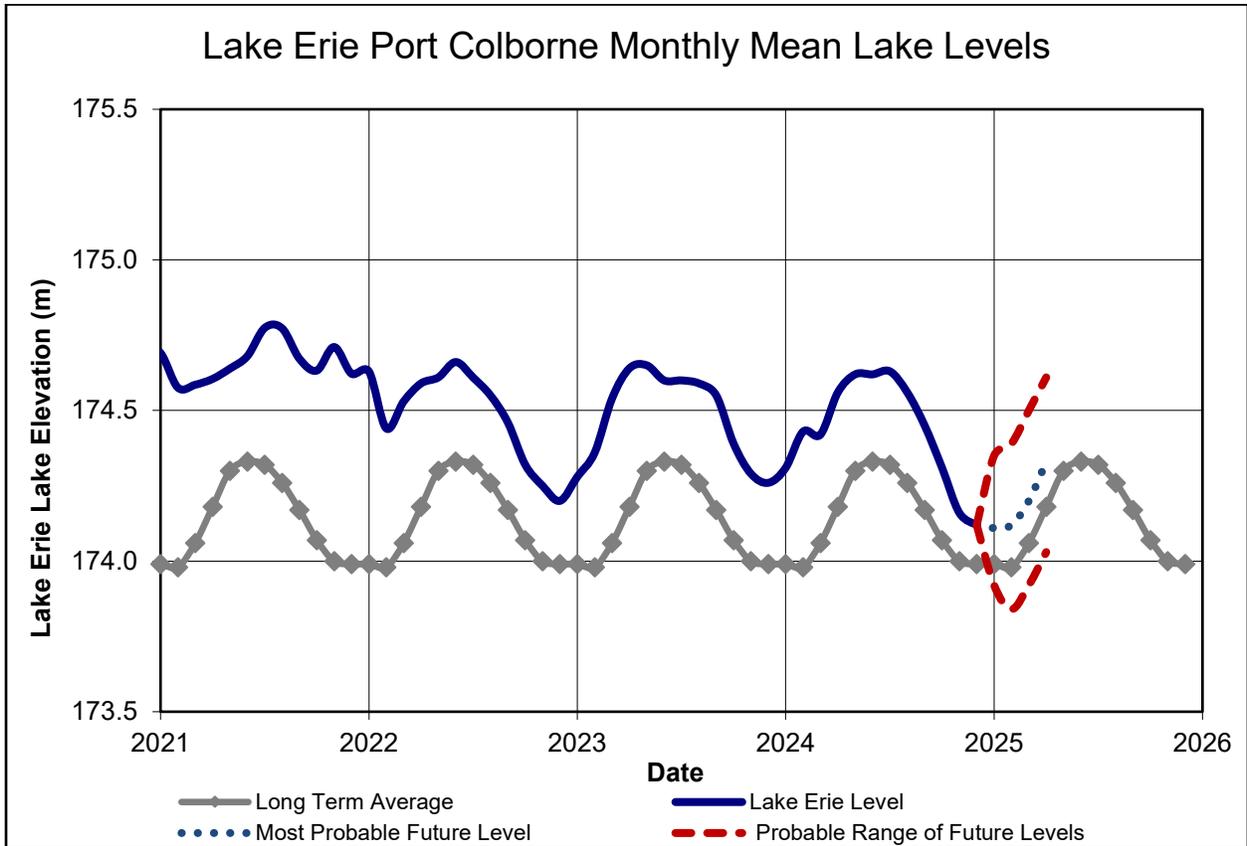
**Figure 4: Groundwater conditions in August 2024 at GRCA monitored groundwater wells**



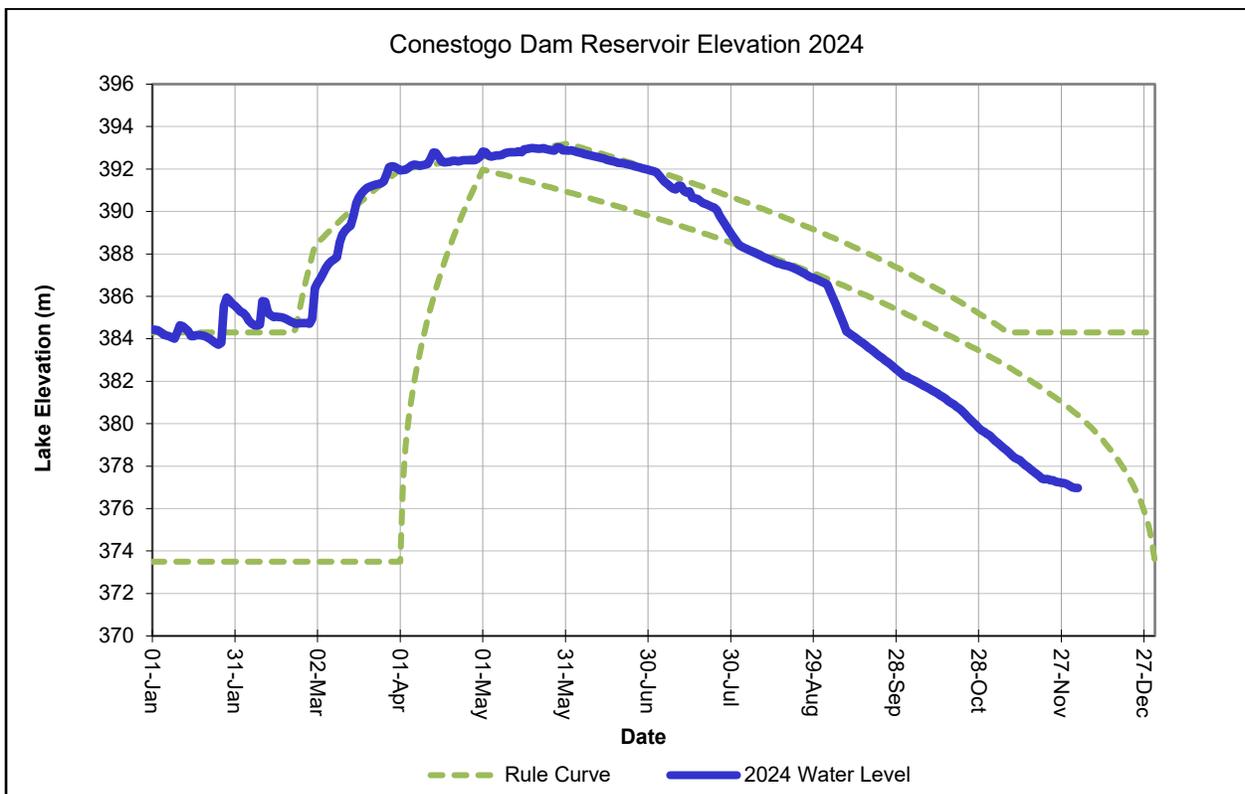
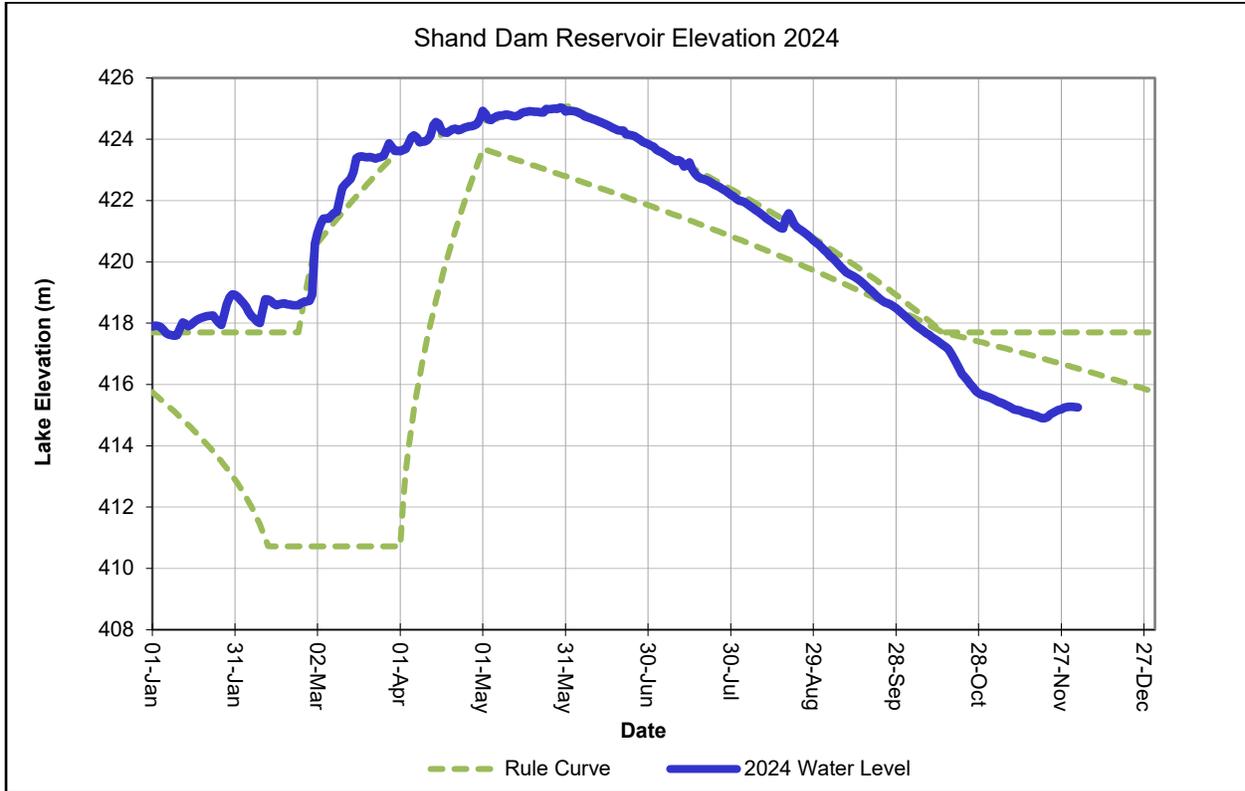
**Figure 5: Groundwater conditions in October 2024 at GRCA monitored groundwater wells**



**Figure 6: Water levels for Lake Erie at Port Colborne**



**Figure 7: Shand and Conestogo Reservoir Elevation Plots for 2024**



**Figure 8: Guelph and Luther Reservoir Elevation Charts for 2024**

