



**Township of East Garafraxa**  
**Council Meeting Agenda**  
**Meeting to be Held Electronically/Virtually**  
**Tuesday, November 14, 2023 at 2:00 P.M.**  
[Zoom Meeting Registration Link](#)

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**1. Opening of Meeting**

**2. Approval of Agenda**

Recommended Motion:

BE IT RESOLVED THAT: The agenda be approved as circulated.

**3. Disclosure of Pecuniary Interest and General Nature Thereof**

**4. Approval of Minutes**

**4.1 Council Meeting Minutes**

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby adopt the minutes of the Regular Council Meeting held on October 24, 2023, as circulated.

**4.2 Special Council Meeting Minutes**

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby adopt the minutes of the Special Council Meeting held on November 2, 2023, as circulated.

**4.3 Business arising from Minutes**

**5. Public Question Period 2:10 p.m.**

\*Questions to be sent by email to the Clerk at [clerks@eastgarafraxa.ca](mailto:clerks@eastgarafraxa.ca) no later than Monday, November 13, 2023, at noon.

**6. Delegation(s) / Presentation(s) / Petition(s)**

Nothing at this time.

**7. Statutory Public Meeting(s)**

Nothing at this time.

**8. Unfinished Business**

Nothing at this time.

**9. Notice of Motion(s)**

**10. Staff / Consultant Report(s)**

**10.1 2024 Regular Council Meeting Schedule and 2024 Budget Meeting Schedule**

10.1.1 Staff Report dated October 30, 2023

Recommended Motion:

BE IT RESOLVED THAT: Council approve the 2024 Regular Council Meeting Schedule and the 2024 Budget Meeting Schedule as presented;

And further that a review of the Regular Council Meeting Schedule be completed within six months of 2024, or when appropriate.

**10.2 Planning Services**

10.2.1 CAO Verbal Report

**11. County of Dufferin Business**

**11.1 County Council Meeting(s)**

11.1.1 [November 9, 2023 County Council Meeting Agenda](#)

**11.2 Economic Development Workshop**

11.2.1 [November 8 and 9, 2023 Meeting Agenda](#)

**11.3 Building Department**

11.3.1 Building Permit Listing to MPAC - October 2023

**11.4 Transportation Master Plan**

11.4.1 Notice of Study Completion dated November 3, 2023

**12. Local Boards and Committees**

**12.1 Grand Valley & District Fire Board**

12.1.1 October 2, 2023 Meeting Minutes

**12.2 Grand River Conservation Authority (GRCA)**

12.2.1 2024 Draft Budget for Consultation

12.2.1.1 Budget 2024 – Draft #1 Report

12.2.1.2 Budget 2024 – Draft #1 – Municipal Apportionment Report

12.2.2 Summary of the General Membership Meeting – October 27, 2023

**12.3 Credit Valley Conservation (CVC)**

12.3.1 2024 Schedule of CVC Board of Directors Meetings

**13. General Business and Correspondence**

(Including Municipalities Within Dufferin County)

**13.1 Rural Ontario Municipal Association (ROMA)**

13.1.1 [2024 Conference January 21, 2024 to January 23, 2023](#)

13.1.2 Request for Delegations – Deadline Monday, November 20, 2023

**13.2 Township of Melancthon**

13.2.1 Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022

**14. New Business**

**14.1 Grand Valley and District Santa Claus Parade Committee**

14.1.1 Invitation to Participate at the 83<sup>rd</sup> Annual Santa Claus Parade

14.1.1.1 Parade Flyer

14.1.1.2 Parade Float Registration Form

**15. Closed Meeting – 3:30 p.m.**

Stan Floras, Thomson Rogers and Carley Dixon, R.J. Burnside and Associates Limited (item 15.1)

Recommended Motion:

BE IT RESOLVED THAT: a Closed Meeting of Council be held pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reason(s):

**15.1 Ontario Land Tribunal (OLT) Appeal – Marsville Estates Inc. (MEI)**

Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**15.2 CAO Report Employee Pension and Payroll Restructuring**

Personal matters about an identifiable individual, including municipal or local board employees; and Labour relations or employee negotiations.

**15.3 17<sup>th</sup> Line Pit Agreement (Greenwood) Status Update**

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.

**15.4 Closed Meeting Minutes for October 24, 2023 and November 2, 2023**

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby resume regular business in open session. Staff and Consultants instructed in accordance with the Closed Meeting discussions.

**16. By-Law(s)**

Notice of the intention to pass the following:

**16.1 Road Widening (Bogensic/Wheeler Consent File B6-21)**

Recommended Motion:

BE IT RESOLVED THAT: Leave be given to introduce a By-Law, being a By-law to establish and lay out as part of the highway on which it abuts, Part Lot 1, Concession 12, being Parts 1 and 2 on RP 7R-6774; in the Township of East

Garafraxa, County of Dufferin, and that it be given the necessary readings and be passed and numbered 43-2023.

**16.2 Road Widening (Greenwood Consent Files B1-23 and B2-23)**

Recommended Motion:

BE IT RESOLVED THAT: Leave be given to introduce a By-Law, being a By-Law to establish and lay out as part of the highway on which it abuts, Part Lot 7 & 8, Concession 19, being Parts 2, 4 and 8 on RP 7R-6836; in the Township of East Garafraxa, County of Dufferin, and that it be given the necessary readings and be passed and numbered 44-2023.

**17. Confirming By-Law**

Recommended Motion:

BE IT RESOLVED THAT: Leave be given to introduce a By-Law, being a By-Law to Confirm the Proceedings of the Council of the Corporation of the Township of East Garafraxa at its meeting held on November 14, 2023, and that it be given the necessary readings and be passed and numbered 45-2023.

**18. Adjournment**

Recommended Motion:

BE IT RESOLVED THAT: Council do now adjourn to meet again for the Regular Electronic Council Meeting on Tuesday, November 28, 2023, at 4:00 p.m., or at the call of the Chair.



**Township of East Garafraxa**  
**Electronic Council Meeting Minutes**  
**Tuesday, October 24, 2023**

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The Council of the Township of East Garafraxa held an Electronic/Virtual Meeting of Council by video conference at 2:00 p.m. on October 24, 2023.

Members Present: Mayor Guy Gardhouse  
Deputy Mayor John Stirk  
Councillor Lenora Banfield  
Councillor Dave Halls

Members Absent: Councillor Jeremy Zukowski (With Notice)

Staff/Consultants Present: Peter Avgoustis, CAO  
Jessica Kennedy, Clerk  
Alan Selby, Treasurer  
Dave Knight, Director of Public Works  
Shannon Peart, Administration/Clerk's Dept.

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**1. Opening of Meeting**

Meeting called to order.

**2. Approval of Agenda**

**Resolution**

**MOVED BY HALLS, SECONDED BY BANFIELD**

**BE IT RESOLVED THAT:**

The agenda and addendum be approved.

**CARRIED**

**3. Disclosure of Pecuniary Interest and General Nature Thereof**

Nothing at this time.

**4. Approval of Minutes**

**4.1 Council Meeting Minutes**

**Resolution**

**MOVED BY HALLS, SECONDED BY STIRK**

**BE IT RESOLVED THAT:**

Council do hereby adopt the minutes of the Regular Council Meeting held on October 11, 2023, as circulated.

**CARRIED**

**4.2 Business arising from Minutes – None.**

**5. Public Question Period**

Nothing at this time.

**6. Delegation(s) / Presentation(s) / Petition(s)**

Nothing at this time.

**7. Statutory Public Meeting(s)**

Nothing at this time.

## **8. Unfinished Business**

### **8.1 Ministry of Municipal Affairs and Housing**

#### **8.1.1 Responding to the Housing Affordability Task Force's Recommendations – September 15, 2023**

##### **8.1.1.1 Township Response**

## **9. Notice of Motion(s)**

Nothing at this time.

## **10. Staff / Consultant Report(s)**

### **10.1 17<sup>th</sup> Line Road Closure Extension**

#### **10.1.1 Resident Concerns – Verbal Report from CAO**

Peter Avgoustis, CAO provided a verbal report on resident concerns regarding the 17<sup>th</sup> Line road closure and possible road closure extension.

Discussion ensued regarding the matter; no formal road closure extension has been received. Council will take resident concerns into consideration should an extension be requested.

### **10.2 Planning Services**

#### **10.2.1 Verbal Report from CAO**

Peter Avgoustis, CAO provided a verbal report on Township and County planning matters and services.

Request for Proposals (RFP's) will be issued for Township for planning services. The first Request for Proposal (RFP) will encompass planning applications and administrative functions, while planning policy functions will be included in the second Request for Proposal (RFP). A review of the user planning fee structure will also be completed.

Discussion ensued regarding the pending Dufferin County notice of motion from Councillor Gerrits of the Township of Amaranth regarding the removal of upper-tier planning responsibilities for Dufferin County. County recruitment of planners has been put on hold pending County Council discussion.

Further discussion ensued regarding Provincial planning directives and announcements regarding the reversal of Official Plan decisions in certain municipalities.

Discussion ensued regarding the County of Dufferin Municipal Comprehensive Review Phase 3, which has been sent to the Province for comments. A public meeting will be scheduled.

Peter Avgoustis noted options for bringing the Township Official Plan into conformity with the County of Dufferin Official Plan once the County Official Plan decision has been received from the Province.

## **11. County of Dufferin Business**

### **11.1 County Council Meeting(s)**

#### **11.1.1 [October 12, 2023 Council Meeting Video \(YouTube\)](#)**

### **11.2 Access Dufferin Advisory Committee Meeting**

#### **11.2.1 [October 18, 2023 Agenda](#)**

- 11.3      **Committee Meetings – October 26, 2023**
- 11.3.1    Infrastructure and Environmental Services – 9:00 a.m.
- 11.3.2    General Government Services – 11:00 a.m.
- 11.3.3    Health & Human Services – 1:00 p.m.
- 11.3.4    Community Development and Tourism – 3:00 p.m.

**12.    Local Boards and Committees**

- 12.1      **Grand Valley & District Community Centre Board**
  - 12.1.1    September 11, 2023 Meeting Minutes
  
  - 12.2      **Grand Valley Public Library Board**
  - 12.2.1    September 13, 2023 Meeting Minutes
  
  - 12.3      **Grand Valley & District Fire Board**
  - 12.3.1    September 18, 2023 Meeting Minutes
  
  - 12.4      **Grand Valley & District Medical Dental Board**
  - 12.4.1    October 18, 2023 Meeting Agenda
- Councillor Banfield provided an update regarding the Grand Valley & District Medical Dental Board. Ownership of the building to be investigated. There was also discussion regarding building repairs and tender for the required work.

**13.    General Business and Correspondence**  
(Municipalities Within Dufferin County)

- 13.1      **Town of Orangeville**
  - 13.1.1    Committee of Adjustment Decision
    - 13.1.1.1    A-09-13
    - 13.1.1.2    B-06-23
    - 13.1.1.3    B-07-23
  - 13.1.2    Economic Outlook Breakfast – November 1, 2023
- Alan Selby, Treasurer and Councillor Dave Halls to attend.
- Discussion ensued regarding attendance at conferences and events including the Rural Ontario Municipal Association (ROMA) conference. Conference details to be included on the next Council meeting agenda.
- 13.2      **(ADDENDUM) Remembrance Day Ceremony**
  - 13.2.1    Grand Valley Cenotaph, Saturday November 11, 2023
- Mayor Gardhouse to attend.

**14.    New Business**

- 14.1      **Town of Orangeville**
  - 14.1.1    Endorsement Request Regarding Tier Three Water Budget Study – October 6, 2023
  - 14.1.2    **(ADDENDUM)** Joint Municipal Water Supply Management Model: Tier 3, Town of Orangeville Staff Report dated October 16, 2023
- Township Risk Management Official (RMO) to participate on the steering committee with respect to the study.
- Any additional costs above the funding amount to be apportioned to the applicable municipalities in accordance with the Joint Municipal Water Management Agreement.

**Resolution**

**MOVED BY STIRK , SECONDED BY BANFIELD**

**BE IT RESOLVED THAT:**

Township of East Garafraxa Council receive the Town of Orangeville Tier Three Water Budget Study Endorsement request letter dated October 6, 2023;

And that Council endorse the Town of Orangeville request to retain a consultant to complete the tier three water budget study;

And further that should costs exceed the funded amount of \$100,000.00 the additional costs be apportioned pursuant to Schedule "A" of the Joint Municipal Water Management Agreement.

**CARRIED**

14.2 **Credit Valley Conservation (CVC)**

14.2.1 Sign Exemption Request dated October 5, 2023

**Resolution**

**MOVED BY BANFIELD, SECONDED BY HALLS**

**BE IT RESOLVED THAT:**

Township of East Garafraxa Council receive the Credit Valley Conservation Authority sign exemption request dated October 5, 2023;

And that Council approves the request to exempt stewardship partner signs from Sign By-Law 37-2012, as amended;

And further that Council direct Township Staff to amend Sign By-Law 37-2012, as amended, to provide for Conservation Authority signage exemption.

**CARRIED**

14.3 **Special Council Meeting**

14.3.1 Employee Pension Review (Stage 2) Scheduled for November 2, 2023 at 4:00 p.m. (Meeting format (in-person or virtual) to be determined)

Meeting to be held electronically/virtually.

14.4 **(ADDENDUM) Hillsburgh Snow Roamers**

14.4.1 Email Correspondence for Memorandum of Understanding (MOU) for the 2023/2024 Season

Request encompasses the same Township owned properties as the previous season.

**Resolution**

**MOVED BY STIRK , SECONDED BY HALLS**

**BE IT RESOLVED THAT:**

Council do hereby grant the Hillsburgh Snow Roamers Snowmobile Club permission to run a section of trail on Township owned properties located at Concession 16, West Part Lot 13 (15th Line), the no winter maintenance road allowance between 15th & 16th Line, being 10 Sideroad, and a section of the unopened road allowance in Marsville, running north of County Road 3, as identified on the route maps provided, for the upcoming winter season;

And that staff be directed to enter into the Memorandum of Understanding for the prescribed snowmobile trail land use and all other sections of road allowance and/or Township owned property;

And further that Hillsburgh Snow Roamers Snowmobile Club provide the Township with the necessary insurance.

**CARRIED**

Alan Selby, Treasurer, and Shannon Peart, Administrative Assistant/Clerk's Department left the meeting at 5:00 p.m. and did not return to the meeting.

**15. Closed Meeting – 5:00 p.m. to 5:55 p.m.**

**Resolution**

**MOVED BY HALLS, SECONDED BY STIRK**

**BE IT RESOLVED THAT:**

Council do hereby move to into Closed Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reason(s):

**15.1 Ontario Land Tribunal (OLT) Appeal – Marsville Estates Inc. (MEI)**

Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**15.2 Community Living Dufferin (CLD) Lease Request**

Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**15.3 Closed Meeting Minutes September 6, 2023, September 26, 2023 and October 11, 2023**

**CARRIED**

Dave Knight, Director of Public Works did not return to the open session following the Closed session.

Councillor Banfield experienced internet connection issues during the Closed session and did not return to the open session.

**Resolution**

**MOVED BY HALLS, SECONDED BY STIRK**

**BE IT RESOLVED THAT:**

Council do hereby resume regular business in open session. Staff instructed in accordance with the Closed Meeting discussions.

**CARRIED**

**16. By-Law(s)**

Nothing at this time.

**17. Confirming By-Law**

**Resolution**

**MOVED BY STIRK , SECONDED BY HALLS**

**BE IT RESOLVED THAT:**

Leave be given to introduce a By-Law, being a By-Law to Confirm the Proceedings of the Council of the Corporation of the Township of East Garafraxa at its meeting held on October 24, 2023, and that it be given the necessary readings and be passed and numbered 41-2023.

**CARRIED**

**18. Adjournment**

**Resolution**

**MOVED BY HALLS, SECONDED BY STIRK**

**BE IT RESOLVED THAT**

Council do now adjourn to meet again for the Special Council Meeting on Thursday, November 2, 2023 at 4:00 p.m. and the Regular Electronic Council Meeting on Tuesday, November 14, 2023 at 2:00 p.m., or at the call of the Chair.

**CARRIED**

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Clerk

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Head of Council

DRAFT



**Township of East Garafraxa**  
**Special Council Meeting Minutes**  
**Thursday, November 2, 2023**

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The Council of the Township of East Garafraxa held a Special Electronic/Virtual Meeting of Council by video conference at 4:00 p.m. on November 2, 2023.

Members Present: Mayor Guy Gardhouse  
Deputy Mayor John Stirk  
Councillor Lenora Banfield  
Councillor Dave Halls  
Councillor Jeremy Zukowski

Staff/Consultants Present: Peter Avgoustis, CAO  
Jessica Kennedy, Clerk  
Alan Selby, Treasurer  
Dave Knight, Director of Public Works  
Shannon Peart, Administration/Clerk's Dept.

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**1. Opening of Meeting**

Meeting called to order.

**2. Approval of Agenda**

**Resolution**

**MOVED BY BANFIELD, SECONDED BY STIRK**

**BE IT RESOLVED THAT:**

The agenda be approved as circulated.

**CARRIED**

**3. Disclosure of Pecuniary Interest and General Nature Thereof**

Nothing at this time.

**4. Delegation(s) / Presentation(s) / Petition(s)**

**4.1 Employee Pension Program Review; Dianne Tamburro, CFA, Eckler Ltd.**

**4.1.1 Stage 2, RRSP versus OMERS Comparison Presentation**

Dianne Tamburro and Bryan Merida from Eckler Ltd. were present at the meeting. Dianne Tamburro presented the RRSP versus OMERS Comparison PowerPoint slides included in the meeting agenda package and Bryan Merida was in attendance to assist with answering technical questions.

The presentation included:

- background of the study;
- assumptions during the analysis;
- outcomes;
- considerations;
- Next steps including:
  - Option 1: Maintain Individual RRSP
  - Option 2: Set up a Group RRSP
  - Option 3: Join OMERS
  - Option 4: Maintain individual RRSP and compensate for members for missed contributions due to RRSP limits and for the fee differential relative to OMERS
- Appendix A included retirement income projections for various ages and incomes; and
- Appendix B included assumption information.

Discussion ensued regarding the implementation process of a Group RRSP and OMERS program.

Discussion ensued regarding whether the Group RRSP and OMERS programs would require mandatory or voluntary enrolment by an employee. The employer has the authority to determine whether participation in the program is mandatory or optional for its employees. The rates for the Group RRSP would vary based on the number of participants enrolled.

Discussion ensued regarding notice period for changes to the pension program.

**5. Township Motion – Acting Clerk for Closed Meeting**

**Resolution**

**MOVED BY ZUKOWSKI, SECONDED BY HALLS**

**BE IT RESOLVED THAT:**

Peter Avgoustis, CAO, be appointed the Acting Clerk for the November 2, 2023 Closed Meeting.

**CARRIED**

**6. Closed Meeting – 5:10 p.m. to 6:23 p.m.**

**Resolution**

**MOVED BY BANFIELD, SECONDED BY ZUKOWSKI**

**BE IT RESOLVED THAT:**

Council do hereby move to into Closed Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reason(s):

**6.1 Employee Compensation CAO Report**

Personal matters about an identifiable individual, including municipal or local board employees; and Labour relations or employee negotiations.

**CARRIED**

**Resolution**

**MOVED BY HALLS, SECONDED BY BANFIELD**

**BE IT RESOLVED THAT:**

Council do hereby resume regular business in open session. Staff instructed in accordance with the Closed Meeting discussions.

**CARRIED**

**Resolution**

**MOVED BY BANFIELD, SECONDED BY ZUKOWSKI**

**BE IT RESOLVED THAT:**

Council give direction to the CAO to investigate potentially implementing OMERS as part of a larger restructuring of payroll processes.

**CARRIED**

**7. Confirming By-Law**

**Resolution**

**MOVED BY STIRK, SECONDED BY HALLS**

**BE IT RESOLVED THAT:**

Leave be given to introduce a By-Law, being a By-Law to Confirm the Proceedings of the Council of the Corporation of the Township of East Garafraxa at its meeting held on November 2, 2023, and that it be given the necessary readings and be passed and numbered 42-2023.

**CARRIED**

8.     **Adjournment**

**Resolution**  
**MOVED BY BANFIELD, SECONDED BY ZUKOWSKI**  
**BE IT RESOLVED THAT:**

Council do now adjourn to meet again for the Regular Electronic Council Meeting on Tuesday, November 14, 2023, at 2:00 p.m., or at the call of the Chair.

**CARRIED**

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Clerk

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Head of Council

DRAFT



**CORPORATION OF THE  
TOWNSHIP OF EAST GARAFRAXA**

**STAFF REPORT**

**TO:** Council  
**FROM:** Jessica Kennedy, Clerk  
**REPORT DATE:** October 30, 2023  
**MEETING DATE:** November 14, 2023  
**SUBJECT:** 2024 Regular Council Meeting Schedule and 2024 Budget Meeting Schedule

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**RECOMMENDATION:**

BE IT RESOLVED THAT: Council approve the 2024 Regular Council Meeting Schedule and the 2024 Budget Meeting Schedule as presented;

And further that a review of the Regular Council Meeting Schedule be completed within six months of 2024, or when appropriate.

**PURPOSE:**

This report provides an overview of the 2024 Regular Council Meeting Schedule and 2024 Budget Meeting Schedule, in accordance with Township of East Garafraxa Procedural By-Law 34-2023 (Procedural By-Law).

**BACKGROUND AND DISCUSSION:**

**2024 Regular Council Meeting Schedule**

Section 12 of the Procedural By-Law stipulates the Clerk shall prepare a schedule of meetings for the forthcoming year, which shall be approved by Council. Section 13 governs the establishment of regular council meeting dates and times and defines circumstances under which exceptions to the schedule may be made.

The enclosed 2024 Regular Council Meeting Schedule has been prepared in compliance with the provisions of Section 13. However, the schedule includes a proposed change for the second regular Council meeting in January 2024. It is recommended that the regular meeting be scheduled for Wednesday, January 24, 2024, rather than the regular meeting date of Tuesday January 23, 2024,

to accommodate the attendance of Township representatives at the Rural Ontario Municipalities Association (ROMA) conference, should representatives wish to attend.

The 2024 schedule has been prepared to facilitate effective and efficient governance for the upcoming year. Should Council or the Chair determine that adjustments are necessary, the flexibility afforded by the by-law's provisions allows for such changes to be made as circumstances dictate. Any regular Council meeting can be rescheduled and/or cancelled as deemed appropriate by Council or at the call of the Chair.

It should be noted that Council has expressed the desire to transition toward one Regular Council meeting per month which at this time is not feasible. However, it is recommended that a review of the Regular Council Meeting Schedule be completed within six months of 2024, or when appropriate, to assess the feasibility of transiting to a monthly meeting, contingent upon the consideration of additional delegated authority to Municipal Staff, Township Consultants and/or agents for various matters.

### **2024 Budget (Special) Meeting Schedule**

The 2024 Budget Meeting Schedule is proposed as follows:

- **Thursday, February 1, 2024 at 4:00 p.m.: Budget Presentation**

The 2024 Budget presentation will involve a detailed overview of the budget's contents, including revenue and expenditure projections, key financial goals, and any significant changes or initiatives to be considered for the upcoming fiscal year.

- **Thursday, February 29, 2024 at 4:00 p.m.: Consideration of Adoption of the 2024 Budget**

It is proposed that Council will consider adopting the 2024 Budget at the February 29, 2024 Budget Meeting.

It is anticipated that should the 2024 Budget be adopted at the February 29<sup>th</sup> Budget Meeting that the corresponding By-Law will be considered at the Regular Council Meeting on March 12, 2024. However, should there be a need for further discussions and/or revisions additional special meetings may be scheduled beyond the two initial meetings mentioned in the proposed schedule. These special meetings would be organized as necessary to ensure a thorough and well-considered budgeting process.

All meetings are open to the public, unless otherwise posted, and the public are encouraged to offer comments and input throughout the 2024 Budget process. Any comments and/or delegation requests received will be considered by Council at the appropriate meeting.

Provisions for holding a Special or Emergency Council meeting can be found in Sections 19 and 20 of the Procedural By-Law.

**CONSULTATION:**

Chief Administrative Officer  
Treasurer

**FINANCIAL IMPACTS:**

There are no financial impacts associated with this report.

**Respectfully Submitted,**  
Jessica Kennedy, Clerk

**Reviewed by:**  
Peter C. Avgoustis  
Chief Administrative Officer (CAO)

Attachments:        2024 Regular Council Meeting Schedule



Township of East Garafraxa  
2024 Regular Council Meeting Schedule

Meeting Number	Regular Council Meeting Date	Meeting Time
1.	Tuesday, January 9 <sup>th</sup>	2:00 p.m.
2.	Wednesday, January 24 <sup>th</sup>	4:00 p.m.
3.	Tuesday, February 13 <sup>th</sup>	2:00 p.m.
4.	Tuesday, February 27 <sup>th</sup>	4:00 p.m.
5.	Tuesday, March 12 <sup>th</sup>	2:00 p.m.
6.	Tuesday, March 26 <sup>th</sup>	4:00 p.m.
7.	Tuesday, April 9 <sup>th</sup>	2:00 p.m.
8.	Tuesday, April 23 <sup>rd</sup>	4:00 p.m.
9.	Tuesday, May 14 <sup>th</sup>	2:00 p.m.
10.	Tuesday, May 28 <sup>th</sup>	4:00 p.m.
11.	Tuesday, June 11 <sup>th</sup>	2:00 p.m.
12.	Tuesday, June 25 <sup>th</sup>	4:00 p.m.
13.	Tuesday, July 23 <sup>rd</sup>	4:00 p.m.
14.	Tuesday, August 27 <sup>th</sup>	4:00 p.m.
15.	Tuesday, September 10 <sup>th</sup>	2:00 p.m.
16.	Tuesday, September 24 <sup>th</sup>	4:00 p.m.
17.	Tuesday, October 8 <sup>th</sup>	2:00 p.m.
18.	Tuesday, October 22 <sup>nd</sup>	4:00 p.m.
19.	Wednesday, November 13 <sup>th</sup>	2:00 p.m.
20.	Tuesday, November 26 <sup>th</sup>	4:00 p.m.
21.	Tuesday, December 10 <sup>th</sup>	2:00 p.m.

Pursuant to [Township of East Garafraxa Procedural By-Law 34-2023](#), Council Meetings are held the second and fourth Tuesdays of each month, unless otherwise determined by Council; however, there are exceptions, including but not limited to the following:

- The regular meetings of Council shall be held at 2:00 p.m. on the second Tuesday of the month and at 4:00 p.m. on the fourth Tuesday of the month, or at the call of the Chair.
- Regular meetings of Council shall occur at 4:00 p.m. on the fourth Tuesday in July and August, or at the call of the Chair.
- The regular meeting of Council shall occur at 2:00 p.m. on the second Tuesday in December, or at the call of the Chair.
- In the event that a holiday lands on the Monday of the week of the regularly scheduled meeting of Council the meeting shall be pushed to the following day (Wednesday).
- Regular meetings of Council shall not occur during the Voting Period in the year of an election.



- Any regular meeting can be rescheduled and/or cancelled as deemed appropriate by Council, or at the call of the Chair.

2024 Office Closures

Monday, January 1, 2024 (Office to reopen on Tuesday, January 2, 2024)	New Year's Day
Monday, February 19 <sup>th</sup>	Family Day
Friday, March 29 <sup>th</sup>	Good Friday
Monday, April 1 <sup>st</sup>	Easter Monday
Monday, May 20 <sup>th</sup>	Victoria Day
Monday, July 1 <sup>st</sup>	Canada Day
Monday, August 5 <sup>th</sup>	Civic Day
Monday, September 2 <sup>nd</sup>	Labour Day
Monday, October 14 <sup>th</sup>	Thanksgiving Day
Monday, November 11 <sup>th</sup>	Remembrance Day
Tuesday, December 24 <sup>th</sup>	Office Closure at Noon
Wednesday, December 25, 2024 to January 1, 2025 (Office reopening January 2, 2025)	Holiday Closure

**Dufferin County**  
**Permits Submitted to MPAC [Date of Submission]**  
**From: 10/16/2023 To: 10/20/2023**

Permit #                      Type                                      Parcel #

Last Sent                      Date Issued    Date Occupancy                      Revoked                      Final Inspection

East Garafraxa							
	PRAD202300186	Addition	220100000213800	151227 12TH LINE, East Garafraxa, ON			Permit(s) Issued
	Oct-17-23	Sep-11-23					
	PRSF202300342	New Single Family Dwelling (SFD)	220100000212800	151100 12TH LINE, East Garafraxa, ON			Permit(s) Issued
	Oct-17-23	Sep-11-23					

# Transportation Master Plan

Notice of Study Completion | Issued: November 3, 2023



## About The Study

The County of Dufferin has completed the 2023 Transportation Master Plan (TMP) that incorporates updated population and employment forecasts to guide infrastructure investments, policies, and strategies for a multi-modal transportation network up to the year 2051.

## The Process

The TMP followed Phases 1 and 2 of the Municipal Class Environmental Assessment (EA) process for master plans. The recommendations from the TMP were determined and refined through a data-driven process, traffic modelling and public and agency consultation and input. The recommendations help identify the next steps that the County of Dufferin can take to improve how people travel through within and through the County.

The TMP provided recommendations to improve the County's roadways, walking and cycling infrastructure, and transit network.

## Notice of Review Period

This notice announces the start of the 30 calendar-day public review period for the TMP in accordance with the requirements of the EA process. The review period will begin on **November 3, 2023**.

The TMP report is available for viewing beginning November 3, 2023 at the County's administrative office:

W. & M. Edelbrock Centre, 30 Centre Street  
Orangeville, ON L9W 2X1  
Monday to Friday, 8:30am to 4:30pm

or online at <https://www.dufferincounty.ca/services/planning-development>

Please provide all written comments to the study team member noted below by **December 4, 2023**:

**Silva Yousif**, PMP, MCIP, RPP, EIT  
Senior Planner, Development and Tourism  
County of Dufferin  
519-941-2816 Ext. 2509  
[syousif@dufferincounty.ca](mailto:syousif@dufferincounty.ca)

**Brett Sears**, MCIP RPP  
Senior Project Manager  
Transportation Planning and Science, WSP  
289 982 4752  
[brett.sears@wsp.com](mailto:brett.sears@wsp.com)

**GRAND VALLEY & DISTRICT FIRE DEPARTMENT  
BOARD OF MANAGEMENT  
October 2, 2023 Minutes**

**MEMBERS PRESENT:** Paul Latam, Sue Graham, Guy Gardhouse, Chris Gerrits, Fire Chief Justin Foreman, Helena Snider Secretary/Treasurer

**MEMBERS ABSENT:** Lorne Dart, John Stirk

**1. Call Meeting to order**

Chair Gerrits called the meeting to order at 4:36pm.

**2. Approval of Agenda**

**#2023-10-01**

Moved By: G. Gardhouse

Seconded By: P. Latam

***BE IT RESOLVED THAT*** the October 2, 2023, regular meeting agenda be approved as circulated.

Carried

**3. Disclosure of Pecuniary Interest**

None

**4. Adoption of Minutes**

4.1. September 18, 2023

**#2023-10-02**

Moved By: S. Graham

Seconded By: G. Gardhouse

***BE IT RESOLVED THAT*** the September 18, 2023, regular meeting minutes of the Grand Valley and District Fire Board be adopted as circulated.

Carried.

**5. Deputations/Presentations**

None

**6. Unfinished Business**

6.1. GIC Investment

6.2. Quote for a radio system

**7. Financials**

7.1. Accounts Payable – September 2023

P. Latam directed staff to provide details regarding GL 6-4-8000-1215, Protective Clothing-Capital Purchase due to the amount that has been spent to date.

**#2023-10-03**

Moved By: P. Latam

Seconded By: G. Gardhouse

**BE IT RESOLVED THAT** the Bills and Accounts for September 2023 in the amount of \$71, 572.85 be approved and paid from the General Account.

Carried.

7.2. Accounts Receivable – September 2023

No questions

7.3. Response Report

September 2023

G. Gardhouse requested that Chief Foreman include in the report how many calls to date and number of calls per Municipality going forward.

7.4. Budget Variance Report

No questions

**8. Fire Chief's Report**

8.1 Station Repair Quote

The Board directed Chief Foreman to request B.T. Builders to defer the invoice until January 2024.

**#2023-10-04**

Moved By: S. Graham

Seconded By: G. Gardhouse

**BE IT RESOLVED THAT** the Board approves the quote from B.T. Builders in the amount of \$10, 836.15 including taxes for the repair of the fire station.

Carried.

8.2 HVAC Service Quote

**#2023-10-05**

Moved By: P. Latam

Seconded By: G. Gardhouse

**BE IT RESOLVED THAT** the Board approves the quote from Near North Mechanical in the amount of \$1, 808.00 including taxes for the quarterly maintenance of the HVAC system to commence January 2024.

Carried.

### 8.3 Tube Heater Replacement Quote

The Board directed Chief Foreman to acquire one more quote, to compare. The Chief advised the Board that Near North Mechanical is looking for a motor to potentially try to fix the current tube heater that is not functioning.

**#2023-10-06**

Moved By: G. Gardhouse

Seconded By: S. Graham

**BE IT RESOLVED THAT** the Board approves the quote from Near North Mechanical in the amount of \$19, 436.00 including taxes for the tube heater replacement.

Carried.

### 8.4 Station Siren

The Chief provided an update to the Board regarding the siren and the request to have it fixed and the pole raised. To raise the siren, a new tower will need to be purchased, the existing tower is from the old Fire Station. The Board has decided to put this on hold for now.

## 9. Correspondence

### 9.1 2022 Draft Financial Statement

The Board directed staff to contact Murray Short from RLB to request his attendance during next month's meeting. There are questions that the Board wants clarification on, the reserve accounts and the bad debt entry.

### 9.2 Resolution from Grand Valley Council – Room Fee Waiver

The Board discussed the denial from the Grand Valley Council regarding the request for the room fee waiver for the Firefighter's Appreciation night. The waiver was denied but to this event not being a community event.

## 10. New Business

## 11. Closed Session

**#2023-10-07**

Moved By: P. Latam

Seconded By: G. Gardhouse

**BE IT RESOLVED THAT** the Board resolve itself into closed session at 5:20pm under provisions of Section 239(2) (b) personal matter about an identifiable individual, including Municipal or local Board employees to discuss:

Snow removal services

Carried.

## 12. Rise and Report

**#2023-10-09**

Moved By: S. Graham

Seconded By: P. Latam

**BE IT RESOLVED THAT** the Board rise and report at 5:28pm.

**AND FURTHER THAT** the Board directs staff to proceed with the snow removal contract as discussed.

Carried.

**#2023-10-08**

Moved By: P. Latam

Seconded By: S. Graham

**BE IT RESOLVED THAT** the Board approves the closed session minutes dated January 19, 2023, February 3, 2023, March 14, 2023, March 29, 2023, May 1, 2023, June 5, 2023, and September 18, 2023 as presented in closed session.

Carried.

## 13. Confirming Resolution

**#2023-10-11**

Moved By: P. Latam

Seconded By: G. Gardhouse

**BE IT RESOLVED THAT** all actions of the Board Members and Officers of the Grand Valley & District Fire Board, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified, and confirmed;

**AND FURTHER THAT** each motion, resolution, and other actions taken by the Board members and/or Officers at the meeting held on the above date are hereby adopted, ratified, and confirmed.

Carried.

## 14. Adjournment

**#2023-10-12**

Moved By: G. Gardhouse

Seconded By: S. Graham

***BE IT RESOLVED THAT*** the Board adjourns to meet again on November 6<sup>th</sup> at 4:30pm or at the call of the Chairperson.  
Carried.

ORIGINALS SIGNED BY

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Chris Gerrits, Chair

ORIGINALS SIGNED BY

---

Helena Snider, Secretary/Treasurer



November 2, 2023

Office of the Municipal Clerk  
Township of East Garafraxa  
065371 Dufferin County Road 3  
East Garafraxa ON L9W 7J8

By email: [pavgoustis@eastgarafraxa.ca](mailto:pavgoustis@eastgarafraxa.ca)

Dear Township of East Garafraxa,

**Re: 2024 Grand River Conservation Authority Draft Budget for Consultation**

Please be advised that the General Membership of the Grand River Conservation Authority (GRCA) approved the GRCA's Budget 2024 Draft #1 for consultation purposes at their meeting on October 27, 2023. The approved motion is as follows:

*THAT Report Number GM-10-23-80 – Budget 2024 – Draft #1 be approved for consultation purposes, circulated to all participating municipalities, and posted to the GRCA website.*

This consultation circulation is required under [Ontario Regulation 402/22: Budget and Apportionment](#) which came into effect July 1, 2023, and sets out requirements for Conservation Authority budgets and municipal apportionment starting with the 2024 budget process. This regulation replaced *O.Reg. 139/96 Municipal Levies* and *O.Reg. 670/00 Conservation Authority*. As a result of these changes, the format of the 2024 budget for the GRCA is different from prior years.

The attached report and draft 2024 budget outline the programs and services of the GRCA and how those programs are expected to be funded in 2024. Also attached is the municipal apportionment information.

This draft budget includes a total municipal apportionment amount of \$13,292,000 which represents a 2.5% increase over 2023. Municipal apportionment of General Operating Expenses, Category 1 Operating Expenses, and Category 2 Operating Expenses have been allocated to participating municipalities using Modified Current Value Assessment (MCVA) information in the watershed, which was provided by the Ministry of Natural Resources and Forestry (MNRF). Although not all participating municipalities have signed the Category 2 Memorandum of Understanding (MOU) at this time, the MCVA allocation for Category 2 reflects an assumption of agreement by all participating municipalities.

Under O.Reg. 402/22, municipal apportionment and the budget must be approved at separate meetings. The Municipal Apportionment vote is scheduled to occur at the GRCA General Membership meeting on January 26, 2024, and the Final 2024 Budget vote is scheduled for the meeting on February 23, 2024.

Should you have any questions or feedback concerning the draft budget or municipal apportionment, please contact the undersigned.

Sincerely,

A handwritten signature in black ink, appearing to read "KArmstrong".

Karen Armstrong,  
Deputy CAO and Secretary-Treasurer



Administration Centre: 400 Clyde Road, P.O. Box 729 Cambridge, ON N1R 5W6

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Phone: 519-621-2761 Toll free: 1-866-900-4722 Fax: 519-621-4844 [www.grandriver.ca](http://www.grandriver.ca)

# Grand River Conservation Authority

**Report number:** GM-10-23-80

**Date:** October 27, 2023

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

**Subject:** Budget 2024 – Draft #1

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## Recommendation:

THAT Report Number GM-10-23-80 - Budget 2024 - Draft #1 be approved for consultation purposes, circulated to all participating municipalities, and posted to the GRCA website.

## Summary:

This report summarizes the first draft of the 2024 Budget. The final budget for 2024 will be presented for approval at the February 24, 2024 Annual General Meeting. See Attachment A “Budget 2024 Timetable” for additional details on budget timelines.

Budget 2024- Draft #1 reflects the continuation of programs and services delivered in 2023 and maintains breakeven results. Total draft expenditures for 2024 are \$34,442,188. For context, the October 2022 draft budget for 2023 included expenditures of \$33,279,188. Preliminary budget financial figures are outlined in Attachment G which includes the Statement of Operations and detailed Program and Services statements. The individual programs and services budgets have been categorized as Operating, Capital Maintenance, and Special projects.

Grand River Conservation Authority (GRCA) programs and services are funded by:

- Municipal Apportionment (in prior years referred to as Municipal General Levy)
- Municipal Funding as per Memorandum of Understandings (MOUs)
- Other Municipal Funding (by special agreements)
- Provincial and Federal Grants
- Self-Generated Revenue
- Funding from Reserves

Overall, the municipal funding request has been increased by 2.5% (or \$324,000) to \$13,292,000 in 2024. For a breakdown of municipal funding by Category 1, 2, and general operating expenses see Attachment C “Budget 2024 Municipal funding breakdown”.

As required under *O.Reg.687/21 Transition Plans and Agreements for Programs and Services Under Section 21.2.2 of the Act*, the GRCA has developed an Inventory of Programs and Services based on the categories identified in the Regulation. These categories include: (1) Mandatory, (2) Municipally requested, (3) Other (Authority determines are advisable), and General Operating Expenses.

Attachment B “Programs & Services Inventory” outlines the expenditures and funding sources applicable to each category, along with the reallocation of program surplus between programs and services.

Appendix D “Summary of Municipal Apportionment” details the municipal apportionment and MOU funding requests by participating municipalities.

**TABLE A -BUDGET 2024 EXPENDITURES**

	2024	2023 (Oct draft)	Increase/(decrease)
<b><u>EXPENDITURES</u></b>			
Operating Expenses	\$29,066,688	\$28,148,688	\$918,000
Capital Expenses	\$4,419,000	\$4,104,000	\$315,000
Special Projects	\$840,000	\$840,000	\$0
Funding to Reserve (hydro)	\$116,500	\$116,500	\$0
<b>TOTAL</b>	<b>\$34,442,188</b>	<b>\$33,209,188</b>	<b>\$1,233,000</b>

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

## Report:

### A. CONSERVATION AUTHORITIES ACT - NEW REGULATIONS

The Conservation Authorities Act (CA Act) outlines three categories of programs and services: (1) Mandatory, (2) Municipally requested, and (3) Other (Authority determines are advisable).

*O. Reg. 402/22 - Budget and Apportionment* also defines “general operating expense or capital cost” as an operating expense or capital cost that is not related to the provision of a program or service that an authority provides. The regulations require that these costs be identified separately, and municipal funding be apportioned using Modified Current Value Assessment (MCVA).

*O. Reg. 402/22* requirements came into force for the 2024 budget process. See Attachment A – Budget 2024 Timetable for timeline details. This regulation outlines Four Phases to the budget process

- Phase 1: Categorizing revenue and expenses as per the categories listed above, and amounts of municipal apportionment
- Phase 2: Board approval of draft budget for consultation (vote required), distribution to participating municipalities, and posting on the GRCA’s Governance section on the website. Consultation with municipalities will occur as required.
- Phase 3: Board apportionment approval process (weighted vote required)
- Phase 4: Final budget approval process (vote required)

### B. OPERATING BUDGET

In general, the 2024 budget assumes the same level of program and service delivery as provided in 2023. Any exceptions to specific program areas are included in the commentary below as applicable.

#### (a) Resource Planning

- Resource Planning fee revenue declined in 2023 and therefore this draft of the budget reduced revenue by \$100,000.
- Compensation and benefits costs reduced by \$50,000 to recognize vacancy and/or rate savings which have resulted historically (budget assumes no change in staffing complement).

#### (b) Residential Property Rental Program

- The Residential Property Rental Program is in the process of winding down. The budgeted 2023 revenue of \$110,000 assumes no decrease in occupancy during 2024.
- The budgeted net result for this program is a \$25,000 deficit.

(c) Outdoor Environmental Education

- Negotiations with school boards for 2023/24 contracts have been completed. The first draft of the budget assumes that 2023/24 school contracts will be extended for the 2024/25 school year. This draft does not include any community or day camp program delivery. Decisions regarding the future format and scope of the Outdoor Environmental Education program will be incorporated into future budget drafts as applicable.

(d) Conservation Areas

- Conservation Area 2024 budgeted revenue of \$10,500,000 is approximately \$1,000,000 less than projected revenue of \$11,500,000 for 2023.
- Operating expenses are being increased by \$350,000.
- Conservation Area program and services expenses have been expanded to include 100% of Manager of Conservation Area Operations, 50% of Luther Marsh operations, and 100% of hazard tree management in the Conservation Areas. The funding for these three additional components is being funded with surplus from other Category 3 programs.
- The Conservation Areas budget excludes any allocation for corporate services overhead expenses.
- The revenue and cost assumptions will be revisited once actuals for the full 2023 season are available. Any adjustments to operating revenue or expenses will be the transfer to/from the Conservation Areas Reserve.

(e) Investment Income

- Income increased \$50,000 due to higher interest being earned on cash balances.

(f) Section 39 Funding

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

(g) Municipal Funding

- The 2024 Budget includes \$12,275,000 of funding for Category 1 Mandatory Programs and General Operating Expenses along with \$1,017,000 for Category 2 MOU Programs for a total of \$13,292,000 which is a \$324,000 (or 2.5%) increase over the 2023 General Municipal Levy of \$12,968,000.

(h) Surplus Assumption

- The draft budget assumes a \$100,000 surplus carry forward from 2023. If additional surplus is applicable, staff will recommend that it be incorporated in the final budget and used for non-recurring expense demands (i.e. consulting, professional development, and other administrative costs).

(i) Transition Reserve (created in 2021)

- The purpose of the reserve is to fund expenditures related to the transitioning of the GRCA to new provincial regulations requirements and/or fund costs related to managing expenses impacted by COVID-19 or revenue losses due to COVID-19. As at December 31, 2022, the reserve balance is approximately \$2.0 million.
- The strategy for Budget 2024 draft #1 is to utilize the transition reserve to fund one staff position (\$100,000) to assist with some of the deliverables required by the new regulations and to fund the Outdoor Environmental Education program deficit (\$312,000).

(j) Compensation and Benefits and Staffing Comments:

- The 2024 draft budget includes a 3% increase for compensation and benefits which allows for a general wage increase, grid steps within wage scales, and benefit cost increases. In addition, one administrative position is being added to the budget.
- Non-union salary adjustments are required to be approved by the General Membership which is typically presented in November or December for the subsequent year.
- Union wage adjustments have been incorporated into the budget in accordance with the Collective Agreement which is effective until December 31, 2025.

(k) Source Protection Program

- The province has identified that this program is considered a Category 1 mandatory program that is required to be delivered by Conservation Authorities. Funding until March 2024 was secured. The province, which currently fully funds this program, has not guaranteed funding for future years, nor has it announced an end to program funding.

**C. CAPITAL & MAJOR MAINTENANCE BUDGET**

(a) Major Maintenance Spending Water Control Structures

- The budget is set at \$1,500,000. Any demands that arise more than that amount can be funded with the Water Control Structures reserve and/or the Land Sale Proceeds reserve. Staff continue to seek funding to repair and update the water control infrastructure from provincial and federal government. Government funding included in budget 2024 relates to provincial Water and Erosion Control Infrastructure (WECI) funding which is subject to provincial approval of projects. Changes to this budget line will not impact the request for municipal funding. Any additional spending will be funded with WECI funding or reserves.

(b) Capital Spending Conservation Areas

- The budget is set at \$2,000,000. This spending is budgeted to be funded with \$1,650,000 of fee revenue and \$350,000 from the conservation area reserve. Future budget drafts will be revised as capital projects are prioritized. Any increases in budgeted spending will be facilitated by either increased revenue or use of the conservation area reserve. Any decrease in budgeted expenses would be offset by a transfer to the conservation reserve.

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

- The budget is being held constant at \$300,000. The gauge reserve will be used to fund \$100,000 of total costs and the remaining costs will be funded with Category 1 Municipal Apportionment funding.

(d) Information Systems and Motor Pool

- Costs of \$379,000 for Information Systems and \$240,000 for Motor Pool represent the costs not funded through internal cost allocations to programs and services and are funded through the IS reserve and MP reserve respectively. See Attachment G 'P&S #16 - Supplemental Information – IS and MP' for detailed expense information.

**D. SPECIAL PROJECTS**

- (a) Special projects do not rely on Municipal Apportionment funding.
- (b) This draft of the budget only includes items that are known or highly likely to be undertaken and a cost can be estimated. At present, the budget includes \$840,000 in spending. By the time the 2024 budget is finalized, special project spending, along with

matching revenue, is expected to increase as projects are approved and carryover amounts are confirmed.

(c) The \$840,000 in special projects included in this draft budget are:

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

(d) New Guelph Lake Nature Centre Building

To date, the purchasing process for this project has not commenced, therefore, a reliable cost estimate is not available. The final budget draft will incorporate this project as applicable with funding to be provided via donations and potentially using GRCA reserves.

## **E. RESERVES**

For 2024, reserves are budgeted to decrease by \$331,500. Significant budgeted drawdowns to reserves include \$350,000 for Conservation Area capital projects, \$315,000 to fund the Environmental Education deficit, \$100,000 to fund one staff position, \$379,000 for Information Systems, and \$240,000 for Motor Pool. See Attachment E 'Summary of Reserves' for details of reserve movements budgeted for 2024. The use of reserves is integral to GRCA operations. The GRCA sets aside certain funds to reserves (i.e. Land Sale Proceeds, Hydro Revenue, Interest Earned on Reserves) in order to be able to draw upon these reserves at a later date in accordance with either legislative mandates and/or board-approved use

Reserves can be viewed as:

- Planned savings set aside for future capital projects (facilitates smoothing of funding requests)
- Surpluses set aside for future operating or capital needs (i.e. Conservation Area revenue in excess of budget)
- Contingency funds for unplanned expenditures
- Legislated amounts to be used in accordance with regulations (i.e. land sale proceeds)

A detailed report on reserves will be presented at the November 24, 2023 meeting.

## **F. CATEGORY 2 – WATERSHED SERVICES**

The programs and services included under watershed services are:

- Subwatershed Studies
- Conservation Services
- Water Quality
- Wastewater Optimization Program
- Groundwater Resources
- Watershed Services

See Attachment F 'Budget 2024 Category 2 - Watershed Services Program Breakdown'

This budget assumes that all participating municipalities will enter into a Memorandum of Agreement with the GRCA and agree to apportioning the funding requirements using MCVA, the same as Category 1 apportionment and the same method that was used in prior years.

## **G. MUNICIPAL APPORTIONMENT (referred to as General Municipal Levy in prior years)**

Where municipal funding is applicable, namely, Category 1, 2, and General Operating Expenses, the methodology of apportionment used is Modified Current Value Assessment (MCVA) on the basis that there is a watershed benefit for all participating municipalities from the programs and services. See Attachment D 'Budget 2024 Summary of Municipal Apportionment' for details.

The methodology for calculating the MCVA and distributing apportionment is outlined in O. Reg. 402/22 Section (7). Agreements with participating municipalities for Category 2 programs and services have not been finalized therefore the funding allocation is subject to change and would be communicated and agreed to accordingly if applicable.

#### **OTHER MAJOR ASSUMPTIONS**

- (a) Cottage Lot Rental Program revenue increased by 2.5% or \$57,000 in accordance with the Residential Tenancy Act.
- (b) Total Insurance expense increased by 5% or \$24,000 to reflect 2023 rate increases and projected 2024 rate increases.
- (c) Total Property Tax expense increased \$20,000.
- (d) Admin Operating expense held constant.
- (e) Other Operating expenses increased between 0% and 5% as applicable.
- (f) Motor Pool charge-out rates held constant.
- (g) Computer charge-out rates held constant.

#### **H. SIGNIFICANT OUTSTANDING BUDGET ITEMS**

- (a) Year 2023 Carry forward Adjustments  
2023 Surplus carry forward - this draft of the 2024 Budget assumes a \$100,000 surplus carryover from year 2023. The actual "2023 Net Surplus" will be incorporated into the 2024 budget.
- (b) 2023 Special Projects carry forward  
Any projects commenced in year 2023 and not completed by December 31, 2023 will be carried forward and added to Budget 2023 (i.e. both the funding and the expense will be added to Budget 2023 and therefore these adjustments will have no impact on the breakeven net result).
- (c) Water Control Structures Major Maintenance Expenditures  
A final determination of the amount of spending to be added to the Budget 2024 (i.e. unspent amounts from 2023, new projects) will be made, including use of reserves for 2024 projects. Any decisions to increase spending should not impact the general municipal apportionment request but would be funded with reserves, WECI funding, and/or new funding sources, as applicable.
- (d) Conservation Area Revenue and Expenses  
Final revenue, operating, and capital expense figures are to be determined following the year-end actuals review.
- (e) Environmental Education  
Final revenue and operating expense figures are to be determined following further information on program delivery developments.

The following are attached:

- Attachment A: Budget 2024 Timetable
- Attachment B: Budget 2024 Program and Services Inventory
- Attachment C: Budget 2024 Municipal Funding Breakdown
- Attachment D: Budget 2024 Summary of Municipal Apportionment
- Attachment E: Budget 2024 Summary of Reserves
- Attachment F: Budget 2024 Category 2 - Watershed Services Program breakdown
- Attachment G: Statement of Operations & Detailed Program and Services Statements

## **Financial Implications:**

Budgeted spending for 2024 is \$34,442,188 (2023: \$33,279,188) which includes transfers of \$116,500 to reserves. This first draft of the budget includes a municipal general levy increase of \$324,000 (or 2.5%).

The main budgetary challenges faced by the GRCA are:

- Cost pressures created by the economic environment including inflation, supply chain issues, and labour force shortages.
- Conservation Area operating revenue is impacted by fluctuations in consumer demand and weather conditions which are difficult to predict.
- An aging infrastructure in the Conservation Areas and aging Nature Centre facilities.
- Increased demands on managing passive lands (i.e. land use decisions, hazard tree management, trespassing, infrastructure).
- Keeping pace with digital innovation and technological advancements.
- Meeting new regulation reporting requirements (Conservation Area Strategy, etc.)

## **Other Department Considerations:**

None

### **Prepared by:**

Sonja Radoja  
Manager of Corporate Services

### **Approved by:**

Samantha Lawson  
Chief Administrative Officer

Karen Armstrong  
Deputy CAO/Secretary-Treasurer

ATTACHMENT A  
Grand River Conservation Authority  
Budget 2024 Timetable  
October 27, 2023

- Oct 27, 2022: Draft Budget #1 to General Meeting and Board approval of the draft budget for consultation purposes
- November 2023: Distribute Draft Budget #1 to Participating Municipalities and post it on the GRCA website in the Governance section
- Nov & Dec 2023: Consultation with Participating Municipalities as requested
- December 15, 2023: Board Motion to send 30 days' notice to Participating Municipalities of Municipal Apportionment Vote at January 26, 2024 General Meeting
- December 22, 2023: Send Notice to Participating Municipalities of Municipal Apportionment Vote and include apportionment amounts and most recent draft Budget
- Jan 26, 2024: Draft Budget #2 to General Meeting and Municipal Apportionment Vote – weighted majority and recorded. Once approved, distribute to Participating Municipalities.
- Feb 23, 2024: Final 2024 Budget Vote – weighted majority (as per by-law) and recorded. Once approved, distribute to Participating Municipalities, post on the GRCA website, and send to MNRF

Grand River Conservation Authority  
**PROGRAMS AND SERVICES INVENTORY**  
**BUDGET 2024**  
*to General Meeting October 27th, 2023*

**ATTACHMENT B**

		TOTAL EXPENDITURES (includes transfers to reserves)	MUNICIPAL APPORTIONMENT/ Cat 2-MOA FUNDING	MUNICIPAL- OTHER	SELF-GENERATED REVENUE	PROVINCIAL & FEDERAL GRANTS	Funding from RESERVES	Programs & Services SURPLUS allocation	TOTAL REVENUE (after P&S surplus allocation)	NET RESULT
	<b>Programs &amp; Services Inventory</b>									
CATEGORY 1	Watershed Resources-Planning	1,416,100	1,303,600			37,500	75,000		1,416,100	-
	FFW & Flood Plain Mapping	1,101,000	911,662			164,338	25,000		1,101,000	-
	Water Control Structures	3,628,700	2,593,350			985,350	50,000		3,628,700	-
	Resource Planning	2,609,600	1,525,600		1,044,000	40,000			2,609,600	-
	Conservation Lands Mgmt	2,871,900	2,629,900		42,000		200,000		2,871,900	-
	Source Protection Planning	640,000	-			640,000			640,000	-
	<b>Total Category 1</b>	<b>12,267,300</b>	<b>8,964,112</b>		<b>1,086,000</b>	<b>1,867,188</b>	<b>350,000</b>	<b>-</b>	<b>12,267,300</b>	<b>-</b>
			73%	0%	9%	15%	3%	0%	100%	
General Operating	<b>General Operating Expenses (note 5)</b>	<b>4,449,188</b>	<b>3,310,888</b>		<b>250,000</b>		<b>684,000</b>	<b>204,300</b>	<b>4,449,188</b>	<b>-</b>
			74%	0%	6%	0%	15%	5%	100%	
CATEGORY 2	<b>CATEGORY 2 Watershed Services</b>	<b>1,868,000</b>	<b>1,017,000</b>	<b>850,000</b>			<b>1,000</b>		<b>1,868,000</b>	<b>-</b>
			54%	46%	0%	0%	0%	0%	100%	
CATEGORY 3	Tree Planting/Nursery Program	892,900			580,000			312,900	892,900	-
	Conservation Services	82,200				30,000		52,200	82,200	-
	Environmental Education	912,000			600,000		312,000		912,000	-
	Property Rentals	1,109,200			3,038,000			(1,928,800)	1,109,200	-
	Hydro Production	212,000			580,000			(368,000)	212,000	-
	Conservation Areas	11,432,000			10,571,000		351,000	510,000	11,432,000	-
	Administrative Support (note 6)	1,217,400						1,217,400	1,217,400	-
	<b>Total Category 3</b>	<b>15,857,700</b>	<b>-</b>	<b>-</b>	<b>15,369,000</b>	<b>30,000</b>	<b>663,000</b>	<b>(204,300)</b>	<b>15,857,700</b>	<b>-</b>
			0%	0%	97%	0%	4%	-1%	100%	
	<b>TOTAL Programs &amp; Services</b>	<b>34,442,188</b>	<b>13,292,000</b>	<b>850,000</b>	<b>16,705,000</b>	<b>1,897,188</b>	<b>1,698,000</b>	<b>-</b>	<b>34,442,188</b>	<b>-</b>
			39%	2%	49%	6%	5%	0%	100%	

NOTE 1, NOTE 4

NOTE 2

NOTE 3

**COMMENTARY:**

- NOTE 1 Total Programs & Services expenditures (includes transfers to reserves) is funded 39% by the combined total of mandatory municipal apportionment and Category 2 MOA municipal funding.
- NOTE 2 Almost 50% of total expenses is funded with self-generated revenue.
- NOTE 3 Category 3 'Property Rentals' and 'Hydro Production' generate a surplus which is allocated to Category 3 programs and General Operating expenses to achieve breakeven results for each P&S.
- NOTE 4 In 2023 General Municipal Levy funding totalled \$12,968,000. Therefore Municipal funding is increasing by \$324,000 (or 2.5%) to \$13,292,000 in 2024 compared to 2023.
- NOTE 5 **General Operating Expenses** include administrative expenses related to Office of the CAO, communications, capital support, finance, payroll, human resources, Health and Safety, head Office facility, and other administrative expenses that support the provision of programs and services.
- NOTE 6 **Administrative Support** include administrative expenses related to finance, communications, capital support and other administrative expenses that support category 3 programs and services.

Grand River Conservation Authority  
**MUNICIPAL FUNDING BREAKDOWN (note 1)**

**BUDGET 2024**

*to General Meeting October 27th, 2023*

**ATTACHMENT C**

	2024	2023
	Municipal Apportionment	Municipal Levy
CATEGORY 1 - Mandatory	8,964,112	
General Operating Expenses	3,310,888	
CATEGORY 2 - Municipally Requested MOU's (note 2)	1,017,000	
Matching Admin & Mtce Levy		449,688
Non-Matching Admin & Mtce Levy		11,568,312
Capital Maintenance Levy		950,000
	<b>13,292,000</b>	<b>12,968,000</b>
	<i>dollar Increase</i>	<i>324,000</i>
	<i>percentage Increase</i>	<i>2.5%</i>

**Note 1**  
**Funding under special agreements with Municipalities**  
**is not included in above municipal funding breakdown**  
**(i.e. RWQP, Subwatershed studies)**

**Note 2**  
 Participation of all member municipalities for Category 2  
 programs and services has not been confirmed as at Oct  
 27/23. Adjustments may be applicable.

# Grand River Conservation Authority

## Summary of Municipal Apportionment - 2024 Budget

*DRAFT - October 27th, 2023*

	% CVA in Watershed	2023 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2024 Budget General Operating Expenses*	2024 Budget Category 1 Operating Expenses*	2024 Budget Category 2 Operating Expenses*	2024 Budget Total Apportionment	Actual 2023	% Change
Brant County	82.9%	7,651,609,216	6,343,184,040	2.98%	98,549	266,819	30,271	395,639	378,509	4.5%
Brantford C	100.0%	15,830,835,062	15,830,835,062	7.43%	245,952	665,906	75,549	987,407	959,163	2.9%
Amaranth Twp	82.0%	836,304,475	685,769,670	0.32%	10,654	28,846	3,273	42,773	41,929	2.0%
East Garafraxa Twp	80.0%	659,250,495	527,400,396	0.25%	8,194	22,184	2,517	32,895	32,145	2.3%
Town of Grand Valley	100.0%	629,306,057	629,306,057	0.30%	9,777	26,471	3,003	39,251	37,414	4.9%
Melancthon Twp	56.0%	621,036,905	347,780,667	0.16%	5,403	14,629	1,660	21,692	21,055	3.0%
Southgate Twp	6.0%	1,171,985,196	70,319,112	0.03%	1,092	2,958	336	4,386	4,082	7.4%
Haldimand County	41.0%	7,540,022,556	3,091,409,248	1.45%	48,029	130,037	14,753	192,819	188,187	2.5%
Norfolk County	5.0%	9,936,265,436	496,813,272	0.23%	7,719	20,898	2,371	30,988	30,398	1.9%
Halton Region	10.6%	49,388,040,845	5,220,626,448	2.45%	81,109	219,600	24,914	325,623	317,066	2.7%
Hamilton City	26.7%	98,248,255,488	26,281,408,343	12.33%	408,315	1,105,497	125,421	1,639,233	1,605,656	2.1%
Oxford County	36.1%	4,704,097,710	1,696,921,269	0.80%	26,364	71,379	8,098	105,841	103,618	2.1%
North Perth T	2.0%	2,497,940,188	49,958,804	0.02%	776	2,101	238	3,115	2,933	6.2%
Perth East Twp	40.0%	2,108,636,244	843,454,498	0.40%	13,104	35,479	4,025	52,608	51,654	1.8%
Waterloo Region	100.0%	107,591,348,898	107,591,348,898	50.49%	1,671,568	4,525,707	513,453	6,710,728	6,542,324	2.6%
Centre Wellington Twp	100.0%	5,519,221,813	5,519,221,813	2.59%	85,748	232,160	26,339	344,247	335,603	2.6%
Erin T	49.0%	2,632,734,184	1,290,039,750	0.61%	20,042	54,264	6,156	80,462	79,394	1.3%
Guelph C	100.0%	28,678,588,984	28,678,588,984	13.46%	445,558	1,206,332	136,861	1,788,751	1,757,601	1.8%
Guelph Eramosa Twp	100.0%	2,990,332,288	2,990,332,288	1.40%	46,459	125,785	14,271	186,515	182,089	2.4%
Mapleton Twp	95.0%	1,936,823,480	1,839,982,306	0.86%	28,586	77,397	8,781	114,764	111,066	3.3%
Wellington North Twp	51.0%	1,842,795,052	939,825,477	0.44%	14,601	39,533	4,485	58,619	57,083	2.7%
Puslinch Twp	75.0%	2,856,920,480	2,142,690,360	1.01%	33,289	90,130	10,225	133,644	129,031	3.6%
<b>Total</b>		<b>355,872,351,049</b>	<b>213,107,216,762</b>	<b>100.00%</b>	<b>3,310,888</b>	<b>8,964,112</b>	<b>1,017,000</b>	<b>13,292,000</b>	<b>12,968,000</b>	<b>2.5%</b>

*\*Operating Expenses include maintenance of capital infrastructure, studies, and/or equipment.*

Grand River Conservation Authority

**BUDGET 2024 - SUMMARY of RESERVES**

ATTACHMENT E

General Meeting - October 27th, 2023

	BUDGET 2023	"NET CHANGE" INCREASE/(DECREASE) 2023 VS 2024	DETAILS OF "NET CHANGE" BUDGET 2023			BUDGET 2024
			Transfer In (Interest Income)	Transfer In	Transfer Out Description of Transfer	
<b>Type A: GRCA Controlled</b>						
<b>Operating Reserves (designated)</b>						
Property & Liability Insurance	270,383	0	0			270,383
Building & Mechanical Equipment	1,231,833	0	0			1,231,833
Small Office Equipment	8,013	0	0			8,013
Personnel	1,039,112	(65,000)	0		(65,000) OUT- Vacation Accrual, Wages	974,112
Transition	2,003,704	(357,000)	55,000		(412,000) OUT-\$100K Staff Position, \$312,000 Environmental Education	1,646,704
Forestry	1,347,640	35,000	35,000			1,382,640
Information Systems and Technology	1,063,602	(344,000)	35,000	1,437,000	(1,816,000) IN-Chargebacks; OUT-Operating/Capital costs	719,602
Cottage Operations	1,215,650	35,000	35,000			1,250,650
Grand River Watershed Management Plan	116,939	3,000	3,000			119,939
Planning Enforcement	542,179	16,000	16,000			558,179
Property Rental Expenses	757,976	20,000	20,000			777,976
Watershed Restoration	276,275	8,000	8,000			284,275
Master Planning	439,958	15,000	15,000			454,958
Water Management Operating NEW-2022	850,000	25,000	25,000			875,000
Motor Pool Equipment	1,445,368	(185,000)	55,000	1,300,000	(1,540,000) IN-Chargebacks;OUT-Operating/Capital costs	1,260,368
Motor Pool Insurance	95,064	3,000	3,000			98,064
<b>Capital Reserves (designated)</b>						
Water Control Structures	2,759,473	25,000	75,000		(50,000) OUT-Water Control Structures major repairs	2,784,473
Cambridge Desiltation Pond	4,709	(1,000)	0		(1,000) OUT-Cambridge Desiltation Pond costs	3,709
Completion of Capital Projects	162,000	0	0			162,000
Conservation Areas-Stabilization/Capital	7,049,262	(140,000)	210,000		(350,000) OUT-Cons Area Capital costs	6,909,262
Gauges	901,275	(70,000)	30,000		(100,000) OUT-Gauge costs	831,275
<b>Capital Reserves (undesignated)</b>						
General Capital Reserve	1,314,608	151,500	35,000	116,500	IN-Hydro Generation Revenue	1,466,108
<b>Total Type A: GRCA Controlled</b>	<b>24,895,023</b>	<b>(825,500)</b>	<b>655,000</b>	<b>2,853,500</b>	<b>(4,334,000)</b>	<b>24,069,523</b>
<b>Type B: Reserves with Outside Control/Interest</b>						
<b>With MNRF Interest (Capital Reserves)</b>						
Gravel	263,716	4,000	5,000		(1,000) OUT-Gravel Pit License	267,716
Land Sale Proceeds Reserve	22,606,367	479,000	579,000		(100,000) OUT-\$100K Demolition costs	23,085,367
<b>With School Board Interest (Operating Reserves)</b>						
App's Nature Centre	75,501	2,000	2,000			77,501
Laurel Creek Nature Centre	123,611	3,000	3,000			126,611
Guelph Lake Nature Centre	142,487	3,000	3,000			145,487
Taquanyah Nature Centre	23,197	1,000	1,000			24,197
Shade's Mills Nature Centre	79,836	2,000	2,000			81,836
<b>Total Type B: Outside Control/Interest</b>	<b>23,314,715</b>	<b>494,000</b>	<b>595,000</b>	<b>0</b>	<b>(101,000)</b>	<b>23,808,715</b>
<b>TOTAL</b>	<b>\$48,209,738</b>	<b>(331,500)</b>	<b>\$1,250,000</b>	<b>\$2,853,500</b>	<b>(\$4,435,000)</b>	<b>\$47,878,238</b>

**BUDGET 2024 - CATEGORY 2 - WATERSHED SERVICES PROGRAM BREAKDOWN***Draft October 27, 2023 to General Meeting*

Programs & Services	Cost	Offsetting Funding	NET COST	Description of Funding
Sub-watershed Services	\$ 285,000	\$ (50,000)	\$ 235,000	Municipal Funding
Conservation Services	\$ 1,339,000	\$ (800,000)	\$ 539,000	Municipal Funding
Water Quality	\$ 148,000	\$ (1,000)	\$ 147,000	
Water Quality - Waste Water Optimization Program	\$ 87,600		\$ 87,600	
Water Quality - Groundwater Resources	\$ 8,400	\$ -	\$ 8,400	
Watershed Sciences & Collaborative Planning *				
<b>TOTAL</b>	<b>\$ 1,868,000</b>	<b>\$ (851,000)</b>	<b>\$ 1,017,000</b>	

\* Costs related to this activity integrated in the above listed programs and services.

**GRAND RIVER CONSERVATION AUTHORITY  
STATEMENT OF OPERATIONS  
BUDGET 2024**

	<b>New Regulations</b>		<b>NEW REGS Budget 2023 (draft Oct version)</b>	<b>NEW REGS Budget 2024</b>
	<b>Category</b>	<b>P&amp;S Ref #</b>		
<b><u>REVENUE</u></b>				
<b><u>Municipal</u></b>				
Municipal Apportionment	Category 1	various	11,976,000	12,275,000
Memorandums of Understanding Apportionment	Category 2	various	992,000	1,017,000
Other	Category 2	8	850,000	850,000
			<b>13,818,000</b>	<b>14,142,000</b>
<b><u>Government Grants</u></b>				
MNRF Transfer Payments	Category 1	various	449,688	449,688
Source Protection Program-Provincial	Category 1	various	640,000	640,000
Other Provincial	Category 1	various	737,500	737,500
Other Provincial	Category 3	various	30,000	30,000
Federal	Category 1	various	40,000	40,000
			<b>1,897,188</b>	<b>1,897,188</b>
<b><u>Self Generated</u></b>				
User Fees and Sales				
<i>Resource Planning</i>	Category 1	4	1,144,000	1,044,000
<i>Tree Planting</i>	Category 3	9	580,000	580,000
<i>Conservation Lands Income</i>	Category 3	14	71,000	71,000
<i>Conservation Lands Income</i>	Category 1	5	15,000	15,000
<i>Conservation Areas User Fees</i>	Category 3	14	10,000,000	10,500,000
<i>Environmental Education</i>	Category 3	11	500,000	600,000
Property Rentals	Category 3	12	2,981,000	3,038,000
Hydro Generation	Category 3	13	580,000	580,000
Grand River Conservation Foundation	Category 1,2,3	various	27,000	27,000
Investment Income	General Operating	7	1,350,000	1,400,000
<b>Total Self-Generated Revenue</b>			<b>17,248,000</b>	<b>17,855,000</b>
<b>TOTAL REVENUE</b>			<b>32,963,188</b>	<b>33,894,188</b>

**GRAND RIVER CONSERVATION AUTHORITY  
STATEMENT OF OPERATIONS  
BUDGET 2024**

	<b>New Regulations</b>		<b>NEW REGS Budget 2023 (draft Oct version)</b>	<b>NEW REGS Budget 2024</b>
	<b>Category</b>	<b>P&amp;S Ref #</b>		
<b><u>EXPENSES</u></b>				
<b>OPERATING</b>				
Watershed Management	Category 1	1	1,276,000	1,306,100
Flood Forecasting and Warning	Category 1	2	895,000	911,000
Water Control Structures	Category 1	3	2,143,200	2,128,700
Resource Planning	Category 1	4	2,551,800	2,569,600
Conservation Lands Management	Category 1	5	2,954,600	2,871,900
Source Protection Program	Category 1	6	640,000	640,000
General Operating Expenses	General Operating	7	3,495,788	3,830,188
Watershed Services	Category 2	8	1,043,000	1,068,000
Tree Planting	Category 3	9	867,300	892,900
Conservation Services	Category 3	10	81,200	82,200
Environmental Education	Category 3	11	775,100	912,000
Property Rentals	Category 3	12	1,095,200	1,109,200
Hydro Production	Category 3	13	95,500	95,500
Conservation Areas	Category 3	14	9,037,000	9,432,000
Administrative Support	Category 3	15	1,198,000	1,217,400
<b>Total OPERATING Expenses</b>			<b>28,148,688</b>	<b>29,066,688</b>
<b>CAPITAL</b>				
Watershed Management	Category 1	1	110,000	110,000
Flood Forecasting and Warning	Category 1	2	190,000	190,000
Water Control Structures	Category 1	3	1,500,000	1,500,000
Conservation Areas	Category 3	13	2,000,000	2,000,000
Information Systems	General Operating	16	290,000	379,000
Motor Pool	General Operating	16	14,000	240,000
<b>Total Capital Expenses</b>			<b>4,104,000</b>	<b>4,419,000</b>
<b>SPECIAL</b>				
Resource Planning	Category 1	4	40,000	40,000
Conservation Services	Category 2	8	800,000	800,000
<b>Total SPECIAL PROJECTS Expenses</b>			<b>840,000</b>	<b>840,000</b>
<b>Total Expenses</b>			<b>33,092,688</b>	<b>34,325,688</b>
<b>Gross Surplus</b>			<b>(129,500)</b>	<b>(431,500)</b>
<b>Prior Year Surplus Carryforward</b>			<b>100,000</b>	<b>100,000</b>
<b>Net Funding FROM/(TO) Reserves</b>			<b>29,500</b>	<b>331,500</b>
<b>NET SURPLUS</b>			<b>0</b>	<b>0</b>

GRAND RIVER CONSERVATION AUTHORITY  
P&S #1 - Watershed Management  
BUDGET 2024

NEW REGS Budget 2023	NEW REGS Budget 2024
(draft Oct version)	

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

draft Bud 2023(Oct)

### Expenditures and Funding to Reserves

Compensation and Benefits	1,013,900	1,044,000
Administration Expenses	197,000	197,000
Other Operating Expenses	65,100	65,100
<b>Total OPERATING Expenditures</b>	<b>1,276,000</b>	<b>1,306,100</b>
Instrumentation	60,000	60,000
Water Quality Monitoring Equipment	50,000	50,000
<b>Total CAPITAL Expenditures</b>	<b>110,000</b>	<b>110,000</b>

<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,386,000</b>	<b>1,416,100</b>
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### Funding

#### **Municipal**

Municipal Apportionment (levy)	1,273,500	1,303,600
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#### **Government Grants**

Other Provincial	37,500	37,500
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#### **Funding From Reserves**

Gauges	75,000	75,000
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<b>TOTAL FUNDING</b>	<b>1,386,000</b>	<b>1,416,100</b>
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<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>
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**GRAND RIVER CONSERVATION AUTHORITY  
P&S #2 - Flood Forecasting and Warning  
BUDGET 2024**

<b>NEW REGS Budget 2023</b>	<b>NEW REGS Budget 2024</b>
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(draft Oct version)

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	551,000	567,000
Administration Expenses	236,000	236,000
Other Operating Expenses	108,000	108,000
<b>Total OPERATING Expenditures</b>	<b>895,000</b>	<b>911,000</b>
Hardware	88,000	88,000
Stream Gauges	102,000	102,000
<b>Total CAPITAL Expenditures</b>	<b>190,000</b>	<b>190,000</b>

<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,085,000</b>	<b>1,101,000</b>
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**Funding**

**Municipal**

Municipal Apportionment (levy)	835,662	911,662
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**Government Grants**

MNRF Transfer Payments	164,338	164,338
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**Funding From Reserves**

Floodplain Mapping Projects & Gauges	25,000	25,000
Water Management Operating	60,000	0

<b>TOTAL REVENUE</b>	<b>1,085,000</b>	<b>1,101,000</b>
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<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>
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**GRAND RIVER CONSERVATION AUTHORITY  
P&S #3 - Water Control Structures  
BUDGET 2024**

<b>NEW REGS Budget 2023</b>	<b>NEW REGS Budget 2024</b>
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(draft Oct version)

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	1,399,500	1,441,000
Administration Expenses	29,200	29,200
Insurance	199,000	143,000
Property Taxes	170,700	170,700
Other Operating Expenses	344,800	344,800
<b>Total OPERATING Expenditures</b>	<b>2,143,200</b>	<b>2,128,700</b>
 <b>Total CAPITAL Expenditures</b>	 <b>1,500,000</b>	 <b>1,500,000</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>3,643,200</b>	<b>3,628,700</b>

**Funding**

**Municipal**

Municipal Apportionment (levy)	2,537,850	2,593,350
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**Government Grants**

MNRF Transfer Payments	285,350	285,350
Provincial	700,000	700,000

**Funding From Reserves**

Water Control Structures/Water Mgmt Operating Reserve	120,000	50,000
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<b>TOTAL REVENUE AND FUNDING FROM RESERVES</b>	<b>3,643,200</b>	<b>3,628,700</b>
<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>

**GRAND RIVER CONSERVATION AUTHORITY  
P&S #4 - Resource Planning  
BUDGET 2024**

<b>NEW REGS Budget 2023</b>	<b>NEW REGS Budget 2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	2,275,200	2,293,000
Administration Expenses	221,900	221,900
Other Operating Expenses	54,700	54,700
<b>Total OPERATING Expenditures</b>	<b>2,551,800</b>	<b>2,569,600</b>
Species at Risk	40,000	40,000
<b>Total SPECIAL PROJECT Expenditures</b>	<b>40,000</b>	<b>40,000</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>2,591,800</b>	<b>2,609,600</b>

**Funding**

**Municipal**

Municipal Apportionment (levy)	1,362,800	1,525,600
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**Government Grants**

Federal	40,000	40,000
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**Self Generated**

Solicitor Enquiry Fees	90,000	80,000
Permit Fees	500,000	470,000
Plan Review Fees	554,000	494,000

**Funding from Reserves**

Water Management Operating Reserve	45,000	-
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<b>TOTAL REVENUE</b>	<b>2,591,800</b>	<b>2,609,600</b>
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<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>
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**GRAND RIVER CONSERVATION AUTHORITY  
P&S #5 - Conservation Lands Management  
BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	1,789,700	1,813,000
Administration Expenses	165,100	165,100
Insurance	201,000	60,000
Property Taxes	285,200	305,200
Other Operating Expenses	513,600	528,600
<b>Total OPERATING Expenditures</b>	<b>2,954,600</b>	<b>2,871,900</b>

<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>2,954,600</b>	<b>2,871,900</b>
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**Funding**

**Municipal**

Municipal Apportionment (levy)	2,712,600	2,629,900
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**Self Generated**

Timber Sales	15,000	15,000
Donations - Foundation	27,000	27,000

**Funding From Reserves**

Land (Demolitions)	100,000	100,000
Transition Reserve (Staffing)	100,000	100,000

<b>TOTAL REVENUE</b>	<b>2,954,600</b>	<b>2,871,900</b>
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<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>
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**GRAND RIVER CONSERVATION AUTHORITY**  
**P&S #6 - Source Protection Program**  
**BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures**

Compensation and Benefits	490,000	490,000
Administration Expenses	50,000	50,000
Other Operating Expenses	90,000	90,000
Water Budget - Technical Studies	10,000	10,000
<b>TOTAL EXPENDITURES</b>	<b>640,000</b>	<b>640,000</b>

**Funding**

**Government Grants**

Provincial	640,000	640,000
<b>TOTAL FUNDING</b>	<b>640,000</b>	<b>640,000</b>

**GRAND RIVER CONSERVATION AUTHORITY  
P&S #7 General Operating Expense  
BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	2,327,500	2,441,000
Administration Expenses	370,000	370,000
Insurance	63,500	284,500
Other Operating Expenses	804,788	804,688
LESS: Recovery of Corporate Services Expenses	(70,000)	(70,000)
<b>Total OPERATING Expenditures</b>	<b>3,495,788</b>	<b>3,830,188</b>
Interest Income	1,250,000	1,250,000
<b>Total FUNDING to RESERVES</b>	<b>1,250,000</b>	<b>1,250,000</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>4,745,788</b>	<b>5,080,188</b>

**Funding**

**Municipal**

Municipal Apportionment (levy)	3,253,588	3,310,888
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**Self Generated**

Investment Income	1,350,000	1,400,000
Personnel	65,000	65,000

<b>TOTAL REVENUE</b>	<b>4,668,588</b>	<b>4,775,888</b>
<b>Net Surplus/(Deficit)</b>	<b>(77,200)</b>	<b>(304,300)</b>

**GRAND RIVER CONSERVATION AUTHORITY**  
**P&S #8 - Watershed Services - CAT 2**  
**BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	825,100	850,000
Administration Expenses	117,900	118,000
Other Operating Expenses	100,000	100,000
<b>Total OPERATING Expenditures</b>	<b>1,043,000</b>	<b>1,068,000</b>
 RWQP Grants	 800,000	 800,000
<b>Total SPECIAL PROJECT Expenditures</b>	<b>800,000</b>	<b>800,000</b>
 <b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	 <b>1,843,000</b>	 <b>1,868,000</b>

**Funding**

**Municipal**

Memorandums of Understanding Apportionment	992,000	1,017,000
Municipal Other	850,000	850,000

**Funding From Reserves**

Cambridge Desiltation Pond	1,000	1,000
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<b>TOTAL REVENUE</b>	<b>1,843,000</b>	<b>1,868,000</b>
 <b>Net Surplus/(Deficit)</b>	 <b>0</b>	 <b>0</b>

**GRAND RIVER CONSERVATION AUTHORITY  
P&S #9 Tree Planting Program  
BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	278,000	287,000
Administration Expenses	30,900	30,900
Other Operating Expenses	558,400	575,000
<b>Total OPERATING Expenditures</b>	<b>867,300</b>	<b>892,900</b>

<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>867,300</b>	<b>892,900</b>
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**Funding**

**Self Generated**

Nursery	400,000	400,000
Landowner Contributions (Tree Planting)	180,000	180,000

<b>TOTAL REVENUE</b>	<b>580,000</b>	<b>580,000</b>
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<b>Net Surplus/(Deficit)</b>	<b>(287,300)</b>	<b>(312,900)</b>
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**GRAND RIVER CONSERVATION AUTHORITY  
P&S #10 - Conservation Services  
BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	26,000	27,000
Administration Expenses	33,200	33,200
Other Operating Expenses	22,000	22,000
<b>Total OPERATING Expenditures</b>	<b>81,200</b>	<b>82,200</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>81,200</b>	<b>82,200</b>

**Funding**

**Government Grants**

Other Provincial	30,000	30,000
<b>TOTAL REVENUE</b>	<b>30,000</b>	<b>30,000</b>
<b>Net Surplus/(Deficit)</b>	<b>(51,200)</b>	<b>(52,200)</b>

**GRAND RIVER CONSERVATION AUTHORITY  
P&S #11 - Environmental Education  
BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation & Benefits	574,500	642,000
Administration Expenses	57,000	57,000
Other Operating Expenses	143,600	213,000
<b>Total OPERATING Expenditures</b>	<b>775,100</b>	<b>912,000</b>

Guelph Lake Nature Centre		
<b>Total SPECIAL PROJECT Expenditures</b>	<b>0</b>	<b>0</b>

<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>775,100</b>	<b>912,000</b>
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**Funding**

**Self Generated**

Nature Centre Revenue - Schools	500,000	600,000
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**Funding from Reserves**

Transition Reserve		312,000
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<b>TOTAL REVENUE</b>	<b>500,000</b>	<b>912,000</b>
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<b>Net Surplus/(Deficit)</b>	<b>(275,100)</b>	<b>0</b>
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**GRAND RIVER CONSERVATION AUTHORITY  
P&S #12 - Property Rentals  
BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	456,000	470,000
Administration Expenses	37,500	37,500
Other Operating Expenses	601,700	601,700
<b>Total OPERATING Expenditures</b>	<b>1,095,200</b>	<b>1,109,200</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,095,200</b>	<b>1,109,200</b>

**Funding**

**Self Generated**

Belwood	1,040,000	1,066,000
Conestogo	1,245,000	1,276,000
Agricultural	250,000	250,000
Residential	110,000	110,000
Miscellaneous	336,000	336,000
<b>TOTAL REVENUE</b>	<b>2,981,000</b>	<b>3,038,000</b>
<b>Net Surplus/(Deficit)</b>	<b>1,885,800</b>	<b>1,928,800</b>

**GRAND RIVER CONSERVATION AUTHORITY**  
**P&S #13 - Hydro Production**  
**BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	70,000	70,000
Other Operating Expenses	25,500	25,500
<b>Total OPERATING Expenditures</b>	<b>95,500</b>	<b>95,500</b>
General Capital/Land Sale Proceeds	116,500	116,500
<b>Total FUNDING to RESERVES</b>	<b>116,500</b>	<b>116,500</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>212,000</b>	<b>212,000</b>

**Revenue**

**Government Grants**

Provincial	0	0
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**Self Generated**

Hydro Production-Belwood	265,000	265,000
Hydro Production-Conestogo	260,000	260,000
Hydro Production-Guelph	40,000	40,000
Hydro Production-Elora	15,000	15,000
Miscellaneous Income	0	0

**Funding from Reserves**

Land Sale Proceeds	0	0
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<b>TOTAL REVENUE</b>	<b>580,000</b>	<b>580,000</b>
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<b>Net Surplus/(Deficit)</b>	<b>368,000</b>	<b>368,000</b>
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**GRAND RIVER CONSERVATION AUTHORITY**  
**P&S #14 - Conservation Areas**  
**BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	5,033,000	5,224,000
Administration Expenses	215,000	220,000
Property Tax	65,000	65,000
Other Operating Expenses	3,724,000	3,923,000
<b>Total OPERATING Expenditures</b>	<b>9,037,000</b>	<b>9,432,000</b>
 <b>Total CAPITAL Expenditures</b>	 <b>2,000,000</b>	 <b>2,000,000</b>
<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>11,037,000</b>	<b>11,432,000</b>

**Funding**

**Self Generated**

Brant	1,100,000	1,175,000
Byng Island	1,000,000	1,100,000
Belwood Lake	400,000	375,000
Conestogo Lake	550,000	600,000
Elora Gorge	2,000,000	2,100,000
Elora Quarry	450,000	450,000
Guelph Lake	1,300,000	1,400,000
Laurel Creek	650,000	650,000
Pinehurst Lake	850,000	900,000
Rockwood	1,250,000	1,300,000
Shade's Mills	450,000	450,000
<b>Total Fee Revenue</b>	<b>10,000,000</b>	<b>10,500,000</b>
 Miscellaneous Income (Luther)	 71,000	 71,000

**Funding From Reserves**

Gravel	1,000	1,000
Conservation Areas - Capital Projects	500,000	350,000

<b>TOTAL REVENUE</b>	<b>10,572,000</b>	<b>10,922,000</b>
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<b>Net Surplus/(Deficit)</b>	<b>(465,000)</b>	<b>(510,000)</b>
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**GRAND RIVER CONSERVATION AUTHORITY  
P&S #15 - Administrative Support - CATEGORY 3  
BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures and Funding to Reserves**

Compensation and Benefits	648,600	668,000
Administration Expenses	100,900	100,900
Insurance	208,500	208,500
Other Operating Expenses	240,000	240,000
LESS: Recovery of Corporate Services Expenses		
<b>Total OPERATING Expenditures</b>	<b>1,198,000</b>	<b>1,217,400</b>

<b>TOTAL EXPENDITURES AND FUNDING TO RESERVES</b>	<b>1,198,000</b>	<b>1,217,400</b>
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**Funding**

<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>
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<b>Net Surplus/(Deficit)</b>	<b>(1,198,000)</b>	<b>(1,217,400)</b>
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**GRAND RIVER CONSERVATION AUTHORITY**  
**P&S #16 - Supplemental Information - Information Systems and Motor Pool**  
**BUDGET 2024**

<b>NEW REGS</b>	<b>NEW REGS</b>
<b>Budget</b>	<b>Budget</b>
<b>2023</b>	<b>2024</b>
<b>(draft Oct version)</b>	

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

**Expenditures**

**Information Systems**

Compensation and Benefits	1,290,000	1,329,000
Administrative Expenses	25,500	25,500
Software and Hardware Maintenance	187,500	187,500
Supplies and Services	54,000	54,000
<b>Total OPERATING Expenditures</b>	<b>1,557,000</b>	<b>1,596,000</b>
 <b>Capital Expenses</b>	 <b>170,000</b>	 <b>220,000</b>
 <b>LESS Internal Charges</b>	 <b>(1,437,000)</b>	 <b>(1,437,000)</b>
 <b>NET Unallocated Expenses</b>	 <b>290,000</b>	 <b>379,000</b>

**Motor Pool**

Compensation and Benefits	312,000	321,000
Administrative Expenses	26,000	26,000
Insurance	50,600	63,000
Motor Pool Building and Grounds Maintenance	10,400	10,000
Equipment, Repairs and Supplies	286,000	336,000
Fuel	254,000	284,000
<b>Total OPERATING Expenditures</b>	<b>939,000</b>	<b>1,040,000</b>
 <b>Capital Expenses</b>	 <b>375,000</b>	 <b>500,000</b>
 <b>LESS Internal Charges</b>	 <b>(1,300,000)</b>	 <b>(1,300,000)</b>
 <b>NET Unallocated Expenses</b>	 <b>14,000</b>	 <b>240,000</b>

<b>TOTAL EXPENDITURES</b>	<b>304,000</b>	<b>619,000</b>
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**Funding**

<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>
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Gross Surplus (Deficit)	(304,000)	(619,000)
Funding From Reserves	3,041,000	3,356,000
Funding to Reserves	(2,737,000)	(2,737,000)

<b>Net Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>
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# Grand River Conservation Authority

**Report number:** GM-10-23-81

**Date:** October 27, 2023

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

**Subject:** Budget 2024 – Draft #1 – Municipal Apportionment

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## **Recommendation:**

THAT Report Number GM-10-23-81 – Budget 2024 – Draft #1 – Municipal Apportionment be received as information.

## **Summary:**

The distribution of the proposed 2024 Municipal Apportionment to participating municipalities is attached, based on the first draft of the 2024 Budget.

## **Report:**

*Ontario Regulation 402/22: Budget and Apportionment*, which came into effect July 1, 2023, details the Conservation Authority (CA) budget process and municipal apportionment methods and requirements. This regulation replaced O.Reg.139/96 Municipal Levies and O.Reg.670/0 Conservation Authority Levies.

Different apportionment methodologies are available depending on the category of expense. General operating expenses are to be apportioned using Modified Current Value Assessment (MCVA). General capital expenses may be apportioned using MCVA or by agreement. Category 1 operating and capital expenses may be apportioned using MCVA or by benefit-based apportionment agreements. Category 2 operating and capital costs are to be apportioned based on the methodology agreed to in the Memorandum of Understanding (MOU). Where Category 3 operating and capital costs are apportioned to municipalities, that calculation may be determined by MCVA, MOU, or benefit-based apportionment agreement.

At the Grand River Conservation Authority, municipal apportionment is allocated to participating municipalities based on Modified Current Value Assessment information in the watershed, which the Ministry of Natural Resources and Forestry (MNRF) provided.

Using the 2023 assessment information provided, the resulting allocation of the proposed 2024 Municipal Apportionment based on the first draft of the 2024 budget is attached. The expenses are categorized separately as General Operating Expenses, Category 1 Operating Expenses, and Category 2 Operating Expenses. Although not all participating municipalities have signed the Category 2 MOU at this point, the MCVA allocation for Category 2 reflects an assumption of agreement by all participating municipalities.

## **Financial Implications:**

The first draft of the 2024 Budget proposes a total municipal apportionment amount of \$13,292,000, representing an increase of \$324,000, or 2.5%, over 2023. After allocating this amount in accordance with O.Reg. 402/22, individual municipalities will experience increases ranging from 1.3% to 7.4% compared to 2023.

## **Other Department Considerations:**

Not Applicable

## **Prepared by:**

Karen Armstrong  
Deputy CAO/Secretary-Treasurer

## **Approved by:**

Samantha Lawson  
Chief Administrative Officer

# Grand River Conservation Authority

## Summary of Municipal Apportionment - 2024 Budget

*DRAFT - October 27th, 2023*

	% CVA in Watershed	2023 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2024 Budget General Operating Expenses*	2024 Budget Category 1 Operating Expenses*	2024 Budget Category 2 Operating Expenses*	2024 Budget Total Apportionment	Actual 2023	% Change
Brant County	82.9%	7,651,609,216	6,343,184,040	2.98%	98,549	266,819	30,271	395,639	378,509	4.5%
Brantford C	100.0%	15,830,835,062	15,830,835,062	7.43%	245,952	665,906	75,549	987,407	959,163	2.9%
Amaranth Twp	82.0%	836,304,475	685,769,670	0.32%	10,654	28,846	3,273	42,773	41,929	2.0%
East Garafraxa Twp	80.0%	659,250,495	527,400,396	0.25%	8,194	22,184	2,517	32,895	32,145	2.3%
Town of Grand Valley	100.0%	629,306,057	629,306,057	0.30%	9,777	26,471	3,003	39,251	37,414	4.9%
Melancthon Twp	56.0%	621,036,905	347,780,667	0.16%	5,403	14,629	1,660	21,692	21,055	3.0%
Southgate Twp	6.0%	1,171,985,196	70,319,112	0.03%	1,092	2,958	336	4,386	4,082	7.4%
Haldimand County	41.0%	7,540,022,556	3,091,409,248	1.45%	48,029	130,037	14,753	192,819	188,187	2.5%
Norfolk County	5.0%	9,936,265,436	496,813,272	0.23%	7,719	20,898	2,371	30,988	30,398	1.9%
Halton Region	10.6%	49,388,040,845	5,220,626,448	2.45%	81,109	219,600	24,914	325,623	317,066	2.7%
Hamilton City	26.7%	98,248,255,488	26,281,408,343	12.33%	408,315	1,105,497	125,421	1,639,233	1,605,656	2.1%
Oxford County	36.1%	4,704,097,710	1,696,921,269	0.80%	26,364	71,379	8,098	105,841	103,618	2.1%
North Perth T	2.0%	2,497,940,188	49,958,804	0.02%	776	2,101	238	3,115	2,933	6.2%
Perth East Twp	40.0%	2,108,636,244	843,454,498	0.40%	13,104	35,479	4,025	52,608	51,654	1.8%
Waterloo Region	100.0%	107,591,348,898	107,591,348,898	50.49%	1,671,568	4,525,707	513,453	6,710,728	6,542,324	2.6%
Centre Wellington Twp	100.0%	5,519,221,813	5,519,221,813	2.59%	85,748	232,160	26,339	344,247	335,603	2.6%
Erin T	49.0%	2,632,734,184	1,290,039,750	0.61%	20,042	54,264	6,156	80,462	79,394	1.3%
Guelph C	100.0%	28,678,588,984	28,678,588,984	13.46%	445,558	1,206,332	136,861	1,788,751	1,757,601	1.8%
Guelph Eramosa Twp	100.0%	2,990,332,288	2,990,332,288	1.40%	46,459	125,785	14,271	186,515	182,089	2.4%
Mapleton Twp	95.0%	1,936,823,480	1,839,982,306	0.86%	28,586	77,397	8,781	114,764	111,066	3.3%
Wellington North Twp	51.0%	1,842,795,052	939,825,477	0.44%	14,601	39,533	4,485	58,619	57,083	2.7%
Puslinch Twp	75.0%	2,856,920,480	2,142,690,360	1.01%	33,289	90,130	10,225	133,644	129,031	3.6%
<b>Total</b>		<b>355,872,351,049</b>	<b>213,107,216,762</b>	<b>100.00%</b>	<b>3,310,888</b>	<b>8,964,112</b>	<b>1,017,000</b>	<b>13,292,000</b>	<b>12,968,000</b>	<b>2.5%</b>

*\*Operating Expenses include maintenance of capital infrastructure, studies, and/or equipment.*



## **Grand River Conservation Authority**

*Summary of the General Membership Meeting – October 27, 2023*

*To GRCA/GRCF Boards and Grand River watershed municipalities - Please share as appropriate.*

### **Action Items**

*The Board approved the resolutions in the following reports as presented in the agenda:*

- GM-10-23-80 - Budget 2024 - Draft #1
- GM-10-23-82 - Financial Summary
- GM-10-23-73 - 2024 Board Meeting Schedule
- GM-10-23-74 - New Guelph Lake Nature Centre Update
- GM-10-23-78 - Provincial Offences Act Officer Appointments - Section 30.1
- GM-10-23-77 - Conestogo Dam Bridge Deck Rehabilitation - Energy Attenuator - Project Award
- GM-10-23-C07 Proposed Outdoor Environmental Education Program Staffing Model (Closed agenda)

*The following item was deferred until the January 2024 Meeting of the General Membership:*

- GM-10-23-76 - Outdoor Environmental Education Program Review

### **Information Items**

*The Board received the following reports as information:*

- GM-10-23-81 - Budget Draft #1 - Municipal Apportionment
- GM-10-23-75 - Cash and Investment Status
- GM-10-23-72 - Permits Issued under Ontario Regulation 150/06
- GM-10-23-79 - Current Watershed Conditions
- GM-10-23-C07 Update - Violation of Ontario Regulation 150/06 (Closed agenda)

### **Correspondence**

*The Board received the following correspondence:*

- Minister of Municipal Affairs and Housing - Proposed legislation to return lands to the Greenbelt and Oak Ridges Moraine

### **Delegations**

*There was one unregistered delegation:*

- Peter Pautler – Nature Centres & Outdoor Environmental Education

### **Source Protection Authority**

*The General Membership of the GRCA also acts as the Source Protection Authority Board. No meeting.*

*For full information, please refer to the October 27 [General Membership](#) agenda package. Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar once they have been approved.*

*You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.*



**Credit Valley  
Conservation**  
inspired by nature

**TO MEMBERS, MUNICIPALITIES AND STAFF**

**2024 Schedule of CVC Board of Directors Meetings**

Board Meetings Commence at 9:30 a.m.

**January 19, 2024 (Inaugural Meeting)**

**February 9, 2024**

**March 8, 2024**

**April 12, 2024**

**May 10, 2024**

**June 14, 2024**

**July 12, 2024**

*No August meeting scheduled*

**September 13, 2024**

**October 11, 2024**

**November 8, 2024**

**December 13, 2024**

All meetings will be held at the CVC Administration Office, 1255 Old Derry Rd, Mississauga, ON unless specified otherwise.

As per CVC Resolution #82/11 any required Hearing Board will be held prior to a regularly scheduled Board of Directors meeting.

*Approved by Resolution # 86/23, October 13, 2023*

**Jessica Kennedy**

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**From:** Clerks  
**Subject:** FW: 2024 Rural Ontario Municipal Association (ROMA) Delegation Form

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**From:** Delegations (MMAH) <Delegations@ontario.ca>  
**Subject:** 2024 Rural Ontario Municipal Association (ROMA) Delegation Form

Hello/ Bonjour

Please be advised that the Municipal Delegation Request Form for the Rural Ontario Municipal Association (ROMA) 2024 Annual Conference is available online. Information about delegations and a link to the form are available here: <https://www.ontario.ca/form/2024-rural-ontario-municipal-association-roma-conference>. The deadline to submit requests is **Monday November 20, 2023**.

Le formulaire pour demander une rencontre avec le ministères pour le Congrès annuel 2024 de la Rural Ontario Municipal Association (ROMA) est disponible en ligne. Pour plus d'information sur les délégations et le formulaire, veuillez suivre le lien suivant :  
<https://www.ontario.ca/fr/forme/conference-de-la-rural-ontario-municipal-association-roma-de-2024>.  
Date limite pour présenter une demande: **lundi 20 novembre 2023**.

Thank you/ Merci

Delegations - Information and Analysis Unit  
Municipal Programs and Analytics Branch  
Ministry of Municipal Affairs and Housing  
[Delegations@ontario.ca](mailto:Delegations@ontario.ca)





*The Corporation of*

**THE TOWNSHIP OF MELANCTHON**

*157101 Highway 10, Melancthon, Ontario, L9V 2E6*

*Telephone - (519) 925-5525*

*Fax No. - (519) 925-1110*

*Website: [www.melancthontownship.ca](http://www.melancthontownship.ca)*

*Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)*

October 24, 2023

Catherine Fife  
Waterloo MPP  
Room 154, Main Legislative Building  
Queen's Park  
Toronto, ON  
M7A 1A5

Dear MPP Fife:

At the meeting of Council held on October 19, 2023, the following motion was introduced and passed:

*Moved by Plowright, Seconded by Neilson*

**Be it resolved that:** "Council support the legislation from Catherine Fife, MPP Waterloo on Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022." **Carried.**

Yours truly,

Denise B. Holmes, AMCT  
CAO/Clerk

- c. Sylvia Jones, MPP, Dufferin-Caledon  
All Municipalities in Dufferin County



# Catherine Fife

MPP Waterloo

RECEIVED

OCT 04 2023

Darren White  
Mayor of Township of Melancthon  
157101 Highway 10, Melancthon, ON, L9V 2E6

**RE: Requesting your support for Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022**

September 25, 2023

Dear Mayor White,

I am writing to you today to share an update on Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022, and to request your support for this important legislation.

Bill 21 amends the Residents' Bill of Rights set out in section 3 of Fixing Long-Term Care Act, 2021 by adding the right of residents not to be separated from their spouse upon admission but to have accommodation made available for both spouses so they may continue to live together.

The Act was inspired by Cambridge resident Jim McLeod, who will have been separated from his wife of 65 years Joan, on September 17, 2023. Nearly 6 years later, Jim continues to champion spousal reunification. He often says that he will talk to anyone and has two giant binders full of his advocacy work on the Bill. Last week, he told me that his heart is breaking because of his separation from Joan. He has brought other seniors who are separated from their spouses into the advocacy – you cannot sit with these folks for any amount of time and not care deeply about this legislation.

I know that you value the many contributions that older adults have made to Waterloo Region, and care deeply that they can live their final years with dignity and love. **I am hoping you will consider bringing a motion forward to your Council, in support of the Till Death Do Us Part Act.** Your support will help us to keep attention on this important legislation, so that it can finally be called to the Standing Committee on Social Policy – one step closer to Royal Assent.

I would be happy to discuss the Bill with you further, via phone call or an in-person meeting at your convenience. Thanks in advance for considering my request.

Sincerely,

Catherine Fife, Waterloo MPP  
Finance & Treasury Board Critic

Constituency Office  
100 Regina St. S., Suite 220  
Waterloo, ON N2J 4A8  
Ph: 519-725-3477 | Fax: 519-725-3667  
Email: cfife-co@ndp.on.ca

Queen's Park Office  
Room 154, Main Legislative Bldg.  
Queen's Park, Toronto ON M7A 1A5  
Ph: 416-325-6913 | Fax: 416-325-6942  
Email: cfife-qp@ndp.on.ca

OCT 19 2023

info 1

## BACKGROUND:

On November 15, 2022, the Till Death Do Us Part Act, passed second reading in the Ontario legislature after being [introduced for the third time in September 2022](#). The bill was then referred to the Ontario Legislature's Social Policy Committee. You can view highlights of the second reading debate here: <https://www.youtube.com/watch?v=mYRIgQgDe2k>

I have been pushing for the Standing Committee on Social Policy to schedule a time to begin the work of reviewing Bill 21 since November 2022. **Today marks 286 days since the Act passed second reading at the Legislative Assembly of Ontario.** Unfortunately, the Bill has yet to be called to committee.

Bill 21, which was formerly Bill 153 and 95, respectively, had passed second reading and was sent to the Justice Committee in December 2019, but was wiped off the order paper when Premier Ford prorogued the house in 2021. It was reintroduced early 2022 but did not have time to progress before the election.

Since I first introduced this Bill in 2019, the number of people who've reached out to my offices with heartbreaking stories of couples entering long-term care who are torn apart has skyrocketed. Simply put, Ontario seniors deserve dignity in care and should have the right to live with their partner as they age. Of note, Nova Scotia passed similar legislation, titled the [Life Partners in Long-Term Care Act](#) in 2021.

Following many meetings with stakeholders, it's clear that "care campuses" which offer different levels of care (independent, assisted living and long-term care) are the progressive model for investing in quality care for Ontario's aging population. Care campuses are an essential element to keeping couples together as they often age at different rates. This level of choice has been brought to my attention as especially important to rural and northern municipal leaders across Ontario. The care campus model for seniors housing that builds different levels of care has unique financial savings that will be critical as we grapple with a rapidly aging province.

We need the Bill to be called to the Standing Committee on Social Policy as soon as possible. We know that couples who are separated across Ontario cannot wait any longer for this legislative change to be made.

Here are the links to recent media coverage of the Till Death Do Us Part Act, which provide more specific insights into the lived experiences of older adults who are separated from their spouses:

- [CTV News Kitchener: Ontario seniors separated in long-term care pushing for the right to remain together](#)
- [CityNews Kitchener: Waterloo MPP appeals for seniors bill to be brought forward](#)
- [Waterloo Region Record: Cambridge senior calls for end to separating couples in long-term care](#)

## *Santa Claus Parade Committee*

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November 1, 2023

Township of East Garafraxa  
065371 Dufferin County Rd 3, unit#2  
East Garafraxa, ON  
L9W 7J8

Attn: Mayor of East Garafraxa and Council

Dear Mayor and Council,

The Grand Valley and District Santa Claus Parade committee would like to thank you and Council for your continuous support of our annual event. We would like to extend an invitation to you to participate in the 83<sup>rd</sup> Annual Santa Parade being held on Saturday, November 25, 2023 at 7:00p.m. (please return a completed registration form asap).

Thank you again, and we hope to see you there.

Sincerely,

*SANTA CLAUS PARADE COMMITTEE*

*Violet Bromley*

Committee Chairperson



# 83RD ANNUAL GRAND VALLEY SANTA CLAUS PARADE

**Saturday, November 25, 2023**

Starts at 7:00 p.m.

Downtown Grand Valley

Float prize via random draw, value \$150  
(floats must be registered in advance, email: [bbs@rogers.com](mailto:bbs@rogers.com))

Visit with **Mr. & Mrs. Claus** at the Community Centre, 1:00pm-4:00pm

Santa's mailbox will be available (*please include a return email address for a reply*)

Enjoy **FREE Family Ice Skating Party** and **FREE hot chocolate** at the Arena, 3:00pm-5:00pm

*Admittance to visit with Mr. & Mrs. Claus and Ice-Skating Party via donation to the  
Grand Valley Food Bank is encouraged*

## ***Sponsored by***

Grand Valley Business Improvement Area  
Town of Grand Valley  
Township of Amaranth  
Township of East Garafraxa  
Grand Valley Windfarms LP1  
Thomasfield Homes Ltd.

Grand Valley & District Fire Department  
Grand Valley & District Fire Fighters Association  
Grand Valley Lions  
Orica Canada Inc.  
Grand Valley Windfarms LP2





**83rd GRAND VALLEY SANTA CLAUS PARADE**  
**SATURDAY, NOVEMBER 25, 2023 @ 7:00 P.M.**  
**FLOAT REGISTRATION**

ORGANIZATION/COMPANY NAME \_\_\_\_\_

SPONSORED BY (if applicable) \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

CELL PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**FULL DESCRIPTION OF YOUR ENTRY (to assist with organizing the parade)** *Please refer to guidelines on reverse*

FLOAT DESCRIPTION \_\_\_\_\_

LENGTH OF ENTRY (estimate) \_\_\_\_\_ HEIGHT OF ENTRY (estimate) \_\_\_\_\_

TYPE OF FLOAT AND METHOD OF POWER \_\_\_\_\_

APPROXIMATE NUMBER OF PEOPLE IN YOUR ENTRY:

ON FLOAT \_\_\_\_\_ WALKING \_\_\_\_\_

DO YOU HAVE MUSIC IN YOUR ENTRY: YES NO TYPE: (i.e. live, stereo) \_\_\_\_\_

VERBAGE THAT THE COMMENTATOR WILL CONVEY TO SPECTATORS ABOUT YOUR FLOAT AS IT PASSES

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Submit to: Grand Valley Santa Claus Parade Committee Chair, Violet Bromley, email:bbs@rogers.com

☐ I have read the Parade Guidelines on the reverse and I am aware of my responsibilities.

# GRAND VALLEY SANTA CLAUS PARADE GUIDELINES

1. Entrants must observe all applicable rules and regulations and follow instructions from police and parade officials or be barred from the parade. The parade committee reserves the right to remove any entrant from the parade either prior to assembly, while assembling or any time during the parade.
2. **NO** materials may be thrown along the parade route. Paper products, pamphlets or coupons are discouraged as handouts due to the potential for littering.
3. Forward movement manoeuvres only are permitted, unless prior permission is obtained from parade committee. Stopping manoeuvres may not exceed 90 seconds.
4. A space of **25 feet** between each unit will be enforced. All units are required to close gap between units when instructed by parade officials. Failure to do so may warrant removal from the parade.
5. Alcoholic beverages are forbidden on any float, in any vehicle, or on the person of any participant. Participants consuming alcohol prior to or during the parade will be removed from the lineup.
6. All trucks, trailers or other vehicles must be licensed and insured.
7. All livestock, reptiles, wild and domestic animals must have someone to clean up, if necessary, along the parade route. The parade committee will not be responsible for cleanup.
8. Use of high intensity sound making devices is strongly discouraged.
9. The parade committee reserves the right to withdraw any unit of which costume or performance does not meet or conform to the standards of reasonable public taste.
10. Political campaigning is not permitted.
11. The parade committee's decision regarding all entries is final and reserves the right to accept or decline any entry.

## FLOATS

1. All entries must be decorated according to the "Christmas" theme.
2. NO decorations and or float construction material may protrude from the side of the float. All electrical devices must be properly grounded.
3. Maximum allowable height is thirteen **(13) feet** from the ground, to ensure that there is no interference with overhead wires.
4. All floats should have handholds and/or railings to ensure safety of participants.
5. No participants may jump on to a float to ride and/or interfere with any other unit in any way. Float capacity shall not be exceeded. No participants shall dismount from a float during the parade route. Participants will not have body parts, particularly legs and feet, extending past the sides, front or rear of the float. This is an extreme safety hazard.
6. The parade committee will secure Santa Claus for the parade. **No other Santa's are allowed to participate.**

## REGISTRATION

Registrations must be submitted via email to [bbs@rogers.com](mailto:bbs@rogers.com) no later than **Thursday, November 23, 2023 @ noon** and participants should also bring a copy to the event. Registration table will be located at the south entry to the Grand Valley Community Centre. All entries will be assigned a line-up number and receive further instructions about the parade upon their completed registration on parade day; registration table opens at 6:00pm.

## FLOAT REGISTRANT RAFFLE DRAW

Each registered float will be entered into a draw for a basket of gift certificates valued at \$150. The random draw will take place after the parade and the winner will be notified by email.

## ROUTE

The parade will start from the Community Centre staging area, located at the South parking lot, head south along Emma St to William St, east on William St to Water St, north on Water St through Main St and back up to the Community Centre staging area.

# **The Corporation of The Township of East Garafraxa**

## **BY-LAW NUMBER XX-2023**

**Being a By-law to establish and lay out as part of the highway on which it abuts, Part Lot 7 & 8, Concession 19, being Parts 2, 4 and 8 on RP 7R-6836; in the Township of East Garafraxa, County of Dufferin**

1. The following are some of the facts upon which this by-law is based.
  - a) Subsection 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25 states that the municipality has the rights and privileges of a natural person for the purpose of exercising its powers under the Act.
  - b) Subsection 31 (6) of the *Municipal Act, 2001*, S.O. 2001, c. 25 states that if a municipality acquires land for the purpose of widening a highway, the land acquired forms part of the highway to the extent of the designated widening.
  - c) The Corporation of the Township of East Garafraxa has determined that it should acquire Part Lot 7 & 8, Concession 19, being Parts 2, 4 and 8 on RP 7R-6836 in the Township of East Garafraxa, County of Dufferin, Registered as Instrument Number DC257214 (herein after referred to as "the property") for road widening purposes.
2. NOW THEREFORE, THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA BY ITS COUNCIL, ENACTS AS FOLLOWS:
  - (a) THAT the property described as Part Lot 7 & 8, Concession 19, being Parts 2, 4 and 8 on RP 7R-6836 in the Township of East Garafraxa, County of Dufferin, Registered as Instrument Number DC257214 is hereby established and laid out as part of the highway upon which it abuts.

BY-LAW READ A FIRST AND SECOND TIME THIS 14<sup>th</sup> DAY OF **NOVEMBER 2022**

BY-LAW READ A THIRD TIME AND PASSED THIS 14<sup>th</sup> DAY OF **NOVEMBER 2022**

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Clerk

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Head of Council

# **The Corporation of The Township of East Garafraxa**

## **BY-LAW NUMBER XX-2023**

**Being a By-law to establish and lay out as part of the highway on which it abuts, Part Lot 1, Concession 12, being Parts 1 and 2 on RP 7R-6774; in the Township of East Garafraxa, County of Dufferin**

1. The following are some of the facts upon which this by-law is based.
  - a) Subsection 9 of the *Municipal Act, 2001, S.O. 2001, c. 25* states that the municipality has the rights and privileges of a natural person for the purpose of exercising its powers under the Act.
  - b) Subsection 31 (6) of the *Municipal Act, 2001, S.O. 2001, c. 25* states that if a municipality acquires land for the purpose of widening a highway, the land acquired forms part of the highway to the extent of the designated widening.
  - c) The Corporation of the Township of East Garafraxa has determined that it should acquire Part Lot 1, Concession 12, being Parts 1 and 2 on RP 7R-6774 in the Township of East Garafraxa, County of Dufferin, Registered as Instrument Number DC257469 (herein after referred to as “the property”) for road widening purposes.
2. NOW THEREFORE, THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA BY ITS COUNCIL, ENACTS AS FOLLOWS:
  - (a) THAT the property described as Part Lot 1, Concession 12, being Parts 1 and 2 on RP 7R-6774 in the Township of East Garafraxa, County of Dufferin, Registered as Instrument Number DC257469 is hereby established and laid out as part of the highway upon which it abuts.

**BY-LAW READ A FIRST AND SECOND TIME THIS 14<sup>th</sup> DAY OF NOVEMBER 2022**

**BY-LAW READ A THIRD TIME AND PASSED THIS 14<sup>th</sup> DAY OF NOVEMBER 2022**

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Clerk

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Head of Council

**CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA**

**BY-LAW NUMBER XX-2023**

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE  
COUNCIL OF THE CORPORATION OF THE TOWNSHIP  
OF EAST GARAFRAXA AT ITS MEETING HELD ON  
NOVEMBER 14, 2023**

**WHEREAS** Section 5(1) of the Municipal Act, 2001, as amended provides the powers of a Municipal corporation are to be exercised by its Council;

**AND WHEREAS** Section 5(3) of the Municipal Act, 2001, as amended provides that municipal powers shall be exercised by by-law;

**NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA  
BY THE MUNICIPAL COUNCIL ENACTS AS FOLLOWS:**

1. All actions of the Council of the Corporation of the Township of East Garafraxa at the Electronic Council Meeting on November 14, 2023, to every report, motion, by-law, or other action passed and taken by the Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed as if each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Head of Council and Officers of the Corporation of the Township of East Garafraxa are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

**BY-LAW READ A FIRST AND SECOND TIME THIS 14<sup>th</sup> DAY OF NOVEMBER 2023**

**BY-LAW READ A THIRD TIME AND PASSED THIS 14<sup>th</sup> DAY OF NOVEMBER 2023**

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Clerk

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Head of Council