



Conservation Halton Board Meeting

Conservation Halton

Jun 22, 2023 at 1:00 PM EDT to Jun 22, 2023 at 4:00 PM EDT

<https://us02web.zoom.us/j/81132630531?pwd=NU5GM20waTBWcjFhRUhCbS90US9BUT09>

Meeting Details:

<https://us02web.zoom.us/j/81132630531?pwd=NU5GM20waTBWcjFhRUhCbS90US9BUT09>

Agenda

1. Roll Call

2. Disclosure of Pecuniary interest

3. Acceptance of Agenda/CEO Verbal Update

4. Presentations

5.1. 2024 Preliminary Budget (Marnie Piggot, Director & Justin Wei, Senior Manager, Finance)

6. Consent Items

6.1. Approval of April 20 Conservation Halton Board Meeting/Annual General Meeting

6.2. Approval of April 09 Conservation Halton Finance & Audit Committee Meeting

6.3. Purchasing Activity Memo – January 1, 2023 to April 30, 2023 (CHB 050 23 01)

6.4. Permits & LOP (CHB 05 23 02)

7. Action Items

7.1. 2024 Conservation Halton Preliminary Budget (CHB 05 23 03)

7.2. Developer Contribution Reserve Projects (CHB 05 23 04)

7.3. Budget Variance Report for the period ended April 30, 2023 and December 31, 2023 Projected Year End Amounts (CHB 05 23 05)

7.4. Comprehensive Environmental Servicing Study - Halton Business Community (Orlando-North York Lands, Milton) (CHB 05 23 08)

7.5. Proposed floodplain alteration at 3048 and 3064 Trafalgar Road, and two neighbouring properties, Town of Oakville (CHB 05 23 09)

8. In Camera

8.1. Legal Matter (CHB 05 23 10)

8.2. Legal Matter (CHB 05 23 11)

8.3. Legal Matter (CHB 05 23 12)

8.4. Legal Matter (memo)

8.5. Personnel Matter

9. Other Business

10. Adjournment

Conservation Halton Board Meeting/Annual General Meeting Minutes

Conservation Halton

Apr 20, 2023 at 1:00 PM EDT

@ 2596 Britannia Road, Burlington ON L7P 0G3

1. Roll Call & Mileage

Members present

Sameera Ali
Rob Burton
Kristina Tesser Derksen
Cathy Duddeck (Vice Chair)
Allan Elgar
Jane Fogal
Chantal Garneau
Steve Gilmour
Dave Gittings
Sammy Ijaz
Gordon Krantz
Sue McFadden
Rory Nisan
Gerry Smallegange (Chair)
Alvin Tedjo

Absent with regrets

Cameron Kroetsch
Shawna Stolte
Marianne Meed Ward
Alex Wilson
Maureen Wilson

Guests present

Konstantine Stavrakos, O'Connor Macleod Hanna LL
Bob Edmondson, Hamilton-Halton Source Protection Committee

Staff Present

Hassaan Basit, President & CEO
Garner Beckett, Executive Director Foundation
Adriana Birza, Senior Advisor, Office of the President & CEO
Leah Bortolotti, Director, Marketing & Communications
Niamh Buckley, Admin Assistant, Office of the President & CEO
David Irwin, Water Resources Engineer
Martin Keller, Sen. Manager, Senior Manager, Watershed Planning and Source Protection
Craig Machan, Director, Parks & Operations
Kellie McCormack, Director, Planning & Regulations
Ola Panczyk, Environmental Planner
Marnie Piggot, Director, Finance
Plezzie Ramirez, Director, Human Resources
Mark Vytvytskyy, Chief Operating Officer
Barb Veale, Sen. Director, Watershed Strategies & Climate Change

The Chair called the meeting to order at 1:52 p.m.

2. Disclosure of Pecuniary interest

There were **no disclosures of pecuniary interest**.

3. Acceptance of Agenda

CH 04 01

Moved by: Cathy Duddeck
Seconded by: Sameera Ali

THAT the Agenda **be approved as distributed**.

Carried

4. CEO Verbal Update

The CEO reminded the Board Members that the CH Board tour is taking place on May 9, 2023. CH Board members are invited to tour some of CH parks to learn more about what we do to improve access to greenspace, protect people & properties from natural hazards, & build community partnerships through our restoration efforts

CH and all other Conservation Authorities Watershed Report Cards are posted online and are a comprehensive snapshot of the water quality in the various regions of Ontario.

The CEO gave an overview of the Board meeting agenda and topics.

5. Annual General Meeting 2023

5.1 2022 Year In Review (Presentation - Hassaan Basit, President & CEO)

6. Consent Items

6.1 Approval of March 23 Conservation Halton Board DRAFT Meeting Minutes

6.2 Approval of April 4 Finance & Audit Committee DRAFT Meeting Minutes

6.3 Approval of April 11 Governance & Risk Committee DRAFT Meeting Minutes

6.4 Health & Safety Update (Q4 2022 – Q1 2023) (CHB 04 23 01)

6.5 Using Smartphone-GPS Data to Quantify Human Activity in Green Spaces
(CHB 04 23 02)

7. Action Items



7.1 HKD Exclusive Vendor (Sole Source) (CHB 04 23 03)

CHB 04 02

Moved by: Sammy Ijaz
Seconded by: Rob Burton

THAT the Conservation Halton Board **approves the purchase of \$144,691 plus HST for snowmaking equipment from HKD Snowmakers;**

And

THAT the Conservation Halton Board **approves HKD Snowmakers as the exclusive vendor for Glen Eden snowmaking equipment.**

Carried

7.2 Proposed re-development of 3540-3548 Commerce Court, City of Burlington
(CHB 04 23 04)

CHB 04 02

Moved by: Gordon Krantz
Seconded by: Jane Fogal

THAT the Conservation Halton Board **approves the issuance of a permit for the construction of two structural columns and a portion of a wall associated with a residential building within 7.5 metres of the flood hazard associated with Tuck Creek, 3540–3548 Commerce Court, City of Burlington.**

And

THAT the Conservation Halton Board **receives for information the Staff report entitled “Proposed re-development of 3540-3548 Commerce Court, City of Burlington”.**

Carried

7.3 iConnect North – Proposed Development of 522 Highway 6 and 30 and 50
Horseshoe Crescent, City of Hamilton (CHB 04 23 05)

CHB 04 02

Moved by: Rob Burton
Seconded by: Sameera Ali

THAT the Conservation Halton Board **approves site-specific permit requirements to allow for the proposed access road and associated wetland replication;**

And

THAT the Conservation Halton Board **directs to staff issue a permit for the proposed access road and associated wetland replication, if staff are satisfied that all requirements are met;**

And



THAT the Conservation Halton Board **receives for information the Staff report entitled “iConnect North – Proposed Development of 522 Highway 6 and 30 and 50 Horseshoe Crescent, City of Hamilton”**.

Carried

7.4 Reappointment of Conservation Halton Foundation Board of Directors (CHF 04 23 06)

CHB 04 02

Moved by: Allan Elgar
Seconded by: Rob Burton

THAT the Conservation Halton Board **approves the reappointment of the following Members to the Conservation Halton Foundation Board of Directors for a two-year term:**

- **Mr. Don Ford**
- **Ms. Suzanne Bevan**
- **Mr. George Caines**
- **Mr. Galen Naidoo Harris**
- **Ms. Catherine Mulvale**
- **Mr. Bryden Tait**
- **Mr. Jim Sweetlove**
- **Mr. Ed Wells**
- **Ms. Jane Wilcox**

Carried

8. Other Business

There was no other business.

9. In Camera

CHB 04 02

Moved by: Chantal Garneau
Seconded by: Cathy Duddeck

THAT the Conservation Halton Board **move in camera**.

Carried

9.1 Legal Matter (CHB 04 23 07)

9.2 Personnel Matter (CHB 04 23 08)

9.3 Legal Matter (CHB 04 23 09)

CHB 04 02

Moved by: Chantal Garneau
Seconded by: Alvin Tedjo

THAT the Conservation Halton Board **reconvene in public forum.**

Carried

10. Adjournment

CHB 04 02

Moved by: Sue McFadden

THAT the Conservation Halton Board Meeting/Annual General meeting be adjourned at

Carried

Signed by:

Hassaan Basit, President & CEO/Secretary-Treasurer

Date:

June 22, 2023

Finance & Audit Meeting Committee Meeting Minutes

Conservation Halton

June 9, 2023, at 09:00 AM EDT

@ Zoom meeting:

<https://us02web.zoom.us/j/83887896462?pwd=cE9qZjViaU9XeFhrREtTTzRTcnNEdz09>

1. Roll Call

Members Present: Rob Burton
Cathy Duddeck
Chantal Garneau
Gerry Smallegange

Staff Present: Hassaan Basit, President & CEO
Adriana Birza, Senior Advisor, Office of the President & CEO
Craig Machan, director, parks & Operations
Marnie Piggot, Director, Finance
Justin Wei, Senior Manager, Finance
Mark Vytvytskyy, COO

Absent with regrets: Sameera Ali
Alvin Tedjo

The Chair called the meeting to order at 9:01 a.m.

2. Disclosure of Pecuniary Interest

There were **no disclosures of pecuniary interest.**

3. Approval of Agenda

FA 02 01 Moved by: Cathy Duddeck
Seconded by: Gerry Smallegange

THAT the Finance & Audit Committee agenda **be approved as distributed.**

Carried

4. Action Items

4.1 2024 Draft Preliminary Budget (FA 02 23 01)

FA 02 02 Moved by: Cathy Duddeck
Seconded by: Gerry Smallegange

THAT the Finance & Audit Committee **recommends to the Conservation Halton Board that the attached 2024 preliminary budget be approved for budget discussion purposes with funding watershed municipalities;**

And

THAT the Finance & Audit Committee **recommends to the Conservation Halton Board that the Crawford Lake Boardwalk replacement capital project budget be approved to be increased by \$1,200,000 to be funded by the Developer Contribution Reserve funds held by Halton Region for Conservation Halton;**

And

THAT the Finance & Audit Committee **recommends to the Conservation Halton Board the approval of a transfer of \$500,000 in 2023 from the Watershed Management & Support Services Stabilization Reserve to the Building Reserve.**

Carried

4.2 Developer Contribution Reserve Projects FA 02 23 02 2022
(FA 02 23 02)

FA 02 03 Moved by: Chantal Garneau
Seconded by: Cathy Duddeck

THAT the Finance & Audit Committee **recommends to the Conservation Halton Board, the approval of the Crawford Lake Interpretive and Education Centre Developer Contribution Reserve (DCR) project as a priority project**

And

THAT the Finance & Audit Committee **recommends to the Conservation Halton Board, the approval of funding for the Crawford Lake Interpretive and Education Centre be from the DCR funds held by Halton Region**

And

THAT the Finance & Audit Committee **recommends to the Conservation Halton Board, approval of the closing of the Kelso/Glen Eden Water/Wastewater DCR Project**

And

THAT the Finance & Audit Committee **recommends to the Conservation Halton Board to direct staff to further investigate the feasibility of the Kelso/Glen Eden Recreation Centre project.**

Carried

5. Other Business

There was **no other business.**

6. Adjournment

FA 02 0 Moved by: Cathy Duddeck

THAT the Finance & Audit Committee meeting **be adjourned at 9:27 a.m.**

Carried

Signed by: Hassaan Basit, President & CEO/Secretary-Treasurer

Date: June 22, 2023

DRAFT

REPORT TO: Conservation Halton Board

REPORT NO: # CHB 05 23 01

FROM: Mark Vytvytskyy, Chief Operating Officer

DATE: June 22, 2023

SUBJECT: Purchasing Activity Memo – January 1, 2023 to April 30, 2023

Recommendation

THAT the Conservation Halton (CH) Board **receives for information the Purchasing Memo for the period of January 1, 2023, to April 30, 2023 in accordance with the CH Purchasing Policy.**

Report

The following report summarizes purchases to be reported during the period of January 1, 2023, to April 30, 2023.

The CH Purchasing Policy requires single or sole source purchases greater than \$25,000 (not including taxes) and Requests for Proposals/Quotations and Tenders awarded up to a value of \$500,000 (not including taxes) to be reported to the Board for information. Request for Proposal and Tenders award recommendations that exceed \$500,000 (not including taxes) will be subject to Board approval prior to award.

Single or Sole Source Purchases (above \$100,000 excl. HST – Board Approval Required):

Vendor	Amount	Details
HKD Snowmakers	\$144,691	Single Source approval by the Board April 20, 2023 for the purchase of snow making equipment for Kelso/GE Ski Hill operations.

Single or Sole Source Purchases (above \$25,000 excl. HST):

Vendor	Amount	Details
Watson & Associates Economists Ltd.	\$34,940	Consultant awarded February 1, 2023 to provide consulting services for the 2023 planning and permit fees model review. The update is scheduled every 5 years.
Curated by M Inc.	\$39,000	Consultant awarded February 3, 2023 to provide event management services for the Gala along with Hops and Harvest Festival.

Schure Sports	\$45,000	Awarded January 26, 2023 to provide the 2023 Glen Eden Outerwear Uniform order. Schure Sports was secured as Glen Eden's outerwear provider in September of 2018 with a recommendation to the Board that this agreement span 6-8 years based on satisfaction with the program.
Spark Power	\$68,367	Spark Power was retained April 17, 2023 to provide system upgrades necessary to maintain CH Parks' electrical system's peak performance.
Comairco Equipment Ltd.	\$39,849	Comairco Equipment Ltd. has been awarded March 29, 2023 to provide an "8000 hour" service on both snowmaking compressors and replacement of outdated pressure relief valves.

Request for Proposals/Quotations and Tenders (less than \$500,000 excl. HST reported to the Board for information):

Vendor	Amount	Details
The Food Dudes Inc.	\$56,220	The Food Dudes Inc. catering vendor was awarded via RFP March 5, 2023 to provide food catering services for the CH Gala event.
ABSO Rental Services Inc.	\$51,881	ABSO Rental Services Inc. was awarded via competitive RFQ May 4, 2023 to provide tents and associated furniture for the 2023 Children's Water Festival.
Hunt Chrysler	\$81,269	Hunt Chrysler awarded May 14, 2023 via competitive RFQ for the purchase one (1) 4x4 Hybrid Jeep Wrangler.
WPE (Windmill Power Equipment)	\$75,450	WPE awarded March 13, 2023 via competitive RFQ for the purchase one (1) Compact Track Loader (Tractor).
Milton Ford-Lincoln	\$75,776	Milton Ford-Lincoln awarded April 25, 2023 via competitive RFQ for the purchase one (1) Cargo Van.
Two-Wheel Motorsport	\$16,314	Two-Wheel Motorsport awarded April 5, 2023 via competitive RFQ for the purchase one (1) Ski-Doo snow machine.
North-South Environmental Inc.	\$127,202	Consultant awarded February 17, 2023 via competitive RFP following Board approval on February 16, 2023. Services to be undertaken for the Management Plan - Clappison Woods & Waterdown CA.

Impact on Strategic Goals

This report supports the Momentum strategic priority Organizational Sustainability by ensuring consistent and transparent processes are in place for reporting large purchases.

Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:



Mark Vytvytskyy
Chief Operations Officer

Approved for circulation:



Hassaan Basit
President & CEO/Secretary- Treasurer

FOR QUESTIONS ON CONTENT:

Mark Vytvytskyy, Chief Operating Officer
905.336.1158 ext.1228 | mvytytskyy@hrca.on.ca

REPORT TO: Conservation Halton Board

REPORT NO: CHB 05 23 02

FROM: Kellie McCormack, Director, Planning & Regulations

DATE: June 22, 2023

SUBJECT: **Permits & Letters of Permission issued under Ontario Regulation 162/06 from January 1 to March 31, 2023**
CH File No.: AADM-420

Recommendation

THAT the Conservation Halton Board **receive for information, the staff report entitled “Permits and Letters of Permission issued under Ontario Regulation 162/06 from January 1 to March 31, 2023”.**

Report

Between January 1 to March 31, 2023, Conservation Halton (CH) staff issued 116 Permits and 11 Letters of Permission (see attached table). All approvals were reviewed and approved in accordance with Board approved policies contained in CH's *Policies and Guidelines for the Administration of Ontario Regulation 162/06 and Land Use Planning Policy Document April 27, 2006, last amended, November 26, 2020*.

Impact on Strategic Priorities

This report supports the Momentum priority of Natural Hazards and Water.

Financial Impact

CH staff work with permit applicants to address their needs while meeting Board approved policies for administering Ontario Regulation 162/06. Fees for permits are based on staff time and effort required to process different types of applications as approved by the Board.

Signed & respectfully submitted:

Approved for circulation



Kellie McCormack
Director, Planning & Regulations



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Kellie McCormack, Director, Planning & Regulations
905-336-1158 ext.2228; kmccormack@hrca.on.ca

Attachment 1 – Table of Permits & Letter of Permission issued

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	Permit	LOP	Total
Burlington	48	1	49
Halton Hills	7	0	7
Hamilton	9	7	16
Milton	26	3	29
Mississauga	1	0	1
Oakville	23	0	23
Puslinch	2	0	2
	116	11	127

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
Burlington	RAPP-79	7679 RE-ISSUE	4281 Lakeshore Road	RE-ISSUED - Upgrades to the Paletta Gardens Wastewater Pump Station including installation of a new diesel generator and walk-in enclosure above the regulatory flood elevation within the floodplain of Shoreacres Creek.	YES		Dec 23 2022	Jan 09 2023	Cassandra Connolly
	RAPP-4697	7793 RE-ISSUE	0 Waterdown Road (Craven Ave to Mountainbrow Rd)	RE-ISSUED - Construction and widening of Waterdown Road including excavations and grading to support road construction, utility relocations, and culvert works.	YES		Feb 09 2023	Feb 17 2023	Cassandra Connolly
	RAPP-384	8396	520 Elwood Road	Construction of a main floor and second-storey minor additions and new covered porches to a dwelling within the floodplain of Tuck Creek.	YES		Dec 19 2022	Jan 10 2023	Cassandra Connolly
	RAPP-8771	8410	1262 DeQuincy Crescent	Construction of a retaining wall partially within the 7.5m regulatory allowance from the valley of Upper Rambo Creek.	YES		Jan 10 2023	Jan 27 2023	Cassandra Connolly
	RAPP-8799	8413	2300 Britannia Road	Construction of a two-storey addition to an existing dwelling between 6 and 15 metres of a valley associated with of Bronte Creek.	YES		Jan 31 2023	Jan 31 2023	Braden Fleming

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-139	8416	Tuck Creek Culvert at Lakeshore Road	Construction of concrete patch repairs to a culvert conveying Tuck Creek.	YES		Nov 24 2022	Feb 02 2023	Cassandra Connolly
	RAPP-138	8418	Lakeshore at Roseland Creek Pine Cove Bridge	Replacement and expansion of a municipal bridge conveying Roseland Creek.	YES		Nov 24 2022	Feb 02 2023	Cassandra Connolly
	RAPP-325	8422	598 North Shore Blvd	Re-construction of shoreline protection works including a stacked armourstone wall, deck, and splashpad along the shoreline of Burlington Bay/Hamilton Harbour.	YES		Nov 14 2022	Feb 06 2023	Cassandra Connolly
	RAPP-8788	8423	Guelph Line (Prospect to New)	Installation of ± 553.6m new Rogers Communications 1-4" HDPE conduit and new vaults crossing of a tributary of Roseland Creek and within the floodplain and 7.5m regulatory allowance of that watercourse.	YES		Jan 26 2023	Feb 06 2023	Cassandra Connolly
	RAPP-8792	8424	Appleby Line south of Dundas	Installation of ± 112.4m of new Rogers Communications 1-4" HDPE conduit via open trench, horizontal directional drill, and hydro-vac crossing a tributary of Appleby Creek and the associated hazards and regulatory allowance.	YES		Jan 30 2023	Feb 08 2023	Cassandra Connolly
	RAPP-8791	8425	North Shore Boulevard E (between QEW & Mohawk Road)	Installation of ± 104.0m new Rogers Communications 1-4" HDPE conduit via horizontal directional drill and new vault requiring the crossing of a piped tributary of Indian Creek and within the flooding and erosion hazards of that watercourse.	YES		Jan 30 2023	Feb 09 2023	Cassandra Connolly
	RAPP-311	8427	Fairview St Culvert (777 Guelph Line)	Partial reconstruction and repairs to a culvert conveying Roseland Creek.	YES		Feb 01 2023	Feb 09 2023	Cassandra Connolly

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8772	8432	260 North Shore Blvd. East	Re-construction of armourstone shoreline protection works along the shoreline of Burlington Bay/Hamilton Harbour.	YES		Jan 16 2023	Feb 16 2023	Cassandra Connolly
	RAPP-8782	8438	2161 No.1 Sideroad	Enbridge preventative maintenance digs associated with a pipeline, involving excavation and regrading within 120m of Provincially Significant Wetlands.	YES		Feb 07 2023	Feb 17 2023	Cassandra Connolly
	RAPP-8804	8439	4385 Mainway Drive	Installation of ±61m of new NPS 2" natural gas pipeline within the 7.5m regulatory allowance associated with the valley of Appleby Creek for site servicing.	YES		Feb 08 2023	Feb 17 2023	Cassandra Connolly
	RAPP-387	8442	430 Indian Road	Re-construction of a dwelling, partial pool removal/reconstruction, and site grading within the flooding and erosion hazard associated with the shoreline of Hamilton Harbour/Burlington Bay.	YES		Sep 06 2022	Feb 22 2023	Cassandra Connolly
	RAPP-387	8442 REVISED	430 Indian Road	REVISED - Re-construction of a dwelling, partial pool removal/reconstruction, and site grading within the flooding and erosion hazard associated with the shoreline of Hamilton Harbour/Burlington Bay.	YES		Mar 06 2023	Mar 22 2023	Cassandra Connolly
	RAPP-8789	8443	New St / Martha St / James St Intersection	Installation of ± 40m of Rogers Communications 1-4" (100mm) HDPE conduit and new vault, requiring the crossing of a piped section of Lower Rambo Creek.	YES		Jan 26 2023	Feb 23 2023	Cassandra Connolly
	RAPP-8795	8445	1970 Four Seasons Drive	Construction of a patio/terrace and pool, and relocation of a shed partially within 7.5m of the valley of Upper Hager Creek.	YES		Jan 24 2023	Feb 23 2023	Cassandra Connolly

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-199	8449	Tyandaga Park Dr WM Replacement	Replacement of existing watermain partially within the floodplain associated with Upper Rambo Creek.	YES		Feb 15 2023	Feb 27 2023	Ben Davis
	RAPP-8810	8450	6666 Walkers Line	Repair of a broken tile adjacent to an Enbridge pipeline, requiring temporary excavation within the floodplain and 15m regulatory allowance of Bronte Creek and within 0-30m of a wetland greater than 2ha in size.	YES		Feb 16 2023	Mar 28 2023	Cassandra Connolly
	RAPP-300	8452	0 Harvester Road (Adj to 4169)	Alteration to a tributary of Shoreacres Creek including the removal of vegetation and sedimentation and construction of embankment protection.	YES		Oct 27 2022	Mar 01 2023	Cassandra Connolly
	RAPP-299	8453	Cedar Ave & Francis Road (Adj 1010 Cedar)	Removal of a culvert, construction of an armourstone retaining wall along the creek banks, and channel realignment of Indian Creek.	YES		Oct 27 2022	Mar 01 2023	Cassandra Connolly
	RAPP-301	8454	Upper Middle Road East of Duncaster	Construction of a vegetated buttress within Rambo Creek.	YES		Oct 27 2022	Mar 01 2023	Cassandra Connolly
	RAPP-313	8455	Fairview St near Griffith Crt	Erosion protection measures including the placement of stones, armourstone, and angular stone within Shoreacres Creek.	YES		Feb 02 2023	Mar 01 2023	Cassandra Connolly
	RAPP-312	8456	Spring Gardens Rd	Construction of curb/gutter extensions and new riprap outfalls within the flooding and erosion hazards of Grindstone Creek, and adjacent to/within wetlands greater than 2ha in size.	YES		Feb 02 2023	Mar 02 2023	Cassandra Connolly

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8763	8460	6468 McNiven Court	Construction of a one-storey dwelling addition, new roof over existing concrete pad, enclosure of existing roofed front entrance and replacement/expansion of existing frame shed within the valley associated with a tributary of Bronte Creek and within 30-120 metres of a wetland greater than 2 hectares in size.	YES		Mar 06 2023	Mar 06 2023	Emma DeFields
	RAPP-8828	8464	2044 Wellington Avenue	Construction of a minor second-storey addition to a dwelling within the floodplain and 7.5m regulatory allowance of Rambo Creek.	YES		Mar 02 2023	Mar 13 2023	Cassandra Connolly
	RAPP-318	8465	5233 Guelph Line	Construction of additions and porches to a dwelling and re-construction of a new, larger detached garage within the 15m regulatory allowance from the floodplain of Bronte Creek, maintaining the minimum 6m setback from the hazard.	YES		Feb 08 2022	Mar 14 2023	Cassandra Connolly
	RAPP-8821	8467	258 North Shore Blvd. W.	Re-construction of a dwelling and rear covered deck within the flooding and erosion hazard associated with the shoreline of Hamilton Harbour/Burlington Bay, maintaining setback requirements for habitable development.	YES		Mar 03 2023	Mar 15 2023	Cassandra Connolly
	RAPP-8819	8470	1389 Hidden Valley Road	Demolition of three (3) sheds to be replaced by the construction of one (1) new garage/shed of similar total size, within the floodplain and valley of Grindstone Creek.	YES		Feb 24 2023	Mar 17 2023	Cassandra Connolly

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8840	8471	Behind 479 Woodview Road	TNPI integrity dig consisting of temporary excavation and grading within the floodplain of Tuck Creek.	YES		Mar 09 2023	Mar 17 2023	Cassandra Connolly
	RAPP-8839	8472	0 Elwood Road (b/w 504 & 520)	Integrity dig consisting of temporary excavation and grading within the floodplain of Tuck Creek.	YES		Mar 09 2023	Mar 17 2023	Cassandra Connolly
	RAPP-8858	8475	5059 Walkers Line	Replacement of a septic system between 6 and 15 metres of the valley associated with a tributary of Bronte Creek.	YES		Mar 21 2023	Mar 24 2023	Emma DeFields
	RAPP-393	8476	5268 Cedar Springs Rd	Construction of a pool and associated decking/retaining wall within the valley associated with a tributary of Bronte Creek as approved by Conservation Halton Board on March 23, 2023 (CHBD 03 23 11).	YES		Jul 06 2022	Mar 24 2023	Charles Priddle
	RAPP-8851	8480	408 Shoreacres Road	Re-construction of a rear raised deck within the floodplain and valley of Shoreacres Creek.	YES		Mar 15 2023	Mar 27 2023	Cassandra Connolly
	RAPP-8843	8481	3460 Palmer Drive (Landsdown Park)	Installation of municipal infrastructure including water service and storm connections within the flooding and erosion hazards and 7.5m regulatory allowance of Tuck Creek.	YES		Mar 13 2023	Mar 28 2023	Cassandra Connolly
	RAPP-8867	8483	3501 Rockwood Drive	Construction of an in-ground swimming pool and reconstruction of a patio within the floodplain of Tuck Creek and within the 7.5m regulatory allowance associated with the valley of that watercourse.	YES		Mar 28 2023	Mar 29 2023	Cassandra Connolly

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8849	8487	W Side of Brant St from Fairview to Plains Rd East	Installation of a ±461.6m of new 4" Rogers Communications conduit via directional bore and a ±14.8m via open trench, and the installation of a new vault within the flooding hazards and 7.5m regulatory allowance of Upper Rambo Creek.	YES		Mar 14 2023	Mar 29 2023	Cassandra Connolly
	RAPP-8848	8488	665 to 1065 Plains Rd East	Installation of a ±372.2m of new 4" Rogers Communications conduit via directional bore and the installation of a new vault, crossing a piped tributary of Indian Creek and within the flooding and erosion hazards and 7.5m regulatory allowance of that watercourse.	YES		Mar 14 2023	Mar 30 2023	Cassandra Connolly
	RAPP-8854	8490	584 Walkers Line	Reconstruction and expansion of a dwelling located partially within the 7.5m regulatory allowance of Tuck Creek.	YES		Mar 16 2023	Mar 30 2023	Cassandra Connolly
	RAPP-8864	8491	3511 to 3519 Rockwood Drive	Installation of a ± 51m of a new 1 ½" new Cogeco conduit via horizontal directional drill, within the floodplain of Tuck Creek.	YES		Mar 23 2023	Mar 31 2023	Cassandra Connolly
	RAPP-8863	8493	235 Market Street	Installation of a ± 67m of a new 1 ½" new Cogeco Connexion conduit via horizontal directional drill, partially within the erosion hazard of Lake Ontario.	YES		Mar 23 2023	Mar 31 2023	Cassandra Connolly
	RAPP-8861	8498	4103 Palladium Way	Construction of a 1.5m concrete paved walkway, minor grading, and landscaping within CH's 7.5m regulatory allowance from the erosion and flooding hazards associated with Appleby Creek.	YES		Mar 29 2023	Apr 06 2023	Colleen Bain

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPL-1001	Letter of Permission	118 Birett Drive	Construction of a decorative stone wall and on grade patio within the erosion hazard of the shoreline of Lake Ontario.		YES	Jan 18 2023	Jan 27 2023	Cassandra Connolly
	RAPP-80	7680 RE-ISSUE	5061Lakeshore	RE-ISSUE - Upgrades to the Bromley Park Wastewater Pump Station including installation of a new diesel generator and walk-in enclosure above the regulatory flood elevation within the floodplain of Appleby Creek.	YES		Dec 23 2022	Jan 09 2023	Ben Davis
	RAPP-219	7726 RE-ISSUE	6559 Glenfern	RE-ISSUE - Demolition of an existing dwelling, decks, and pool located within the valley of Bronte Creek and the construction of a new dwelling, septic system, and driveway extension partially within the 15m regulatory allowance.	YES		Feb 14 2023	Feb 16 2023	Cassandra Connolly
	RAPP-179	8060 REVISED	290 North Shore W	REVISED - Dwelling re-construction and expansion, and construction of a patio, pool, and accessory building on a property containing the erosion hazards associated with the shoreline of Lake Ontario.	YES		Feb 07 2023	Feb 09 2023	Cassandra Connolly
	RAPP-8787	8155 REVISION #2	4463 Escarpment Drive	REVISION #2 - Construction of a new dwelling, driveway, septic system, swimming pool, and patios/terraces partially within 30-120m of a Provincially Significant Wetland (PSW).	YES		Jan 10 2023	Jan 19 2023	Cassandra Connolly

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
Halton Hills	RAPP-4844	7697 RE-ISSUE	0 Eighth Line (Hwy 401 to 10 th Sideroad)	RE-ISSUE - Installation of a 1200 mm Wastewater Main along Eighth Line from 10 Side Road to Highway 401 by micro-tunneling below three tributaries of Sixteen Mile Creek and within the flooding and erosion hazards associated with these watercourses and within 120 metres of wetlands greater than 2 hectares in size.	YES		Dec 23 2022	Jan 06 2023	Ben Davis
	RAPP-4523	7687 RE-ISSUE	0 Trafalgar Road (@ 10 th Sideroad)	RE-ISSUE - Extension of an existing culvert (Crossing C1) including addition of headwalls and retaining wingwalls that conveys a tributary of Sixteen Mile Creek.PR 2960) C1	YES		Mar 06 2023	Mar 07 2023	Ben Davis
	RAPP-4524	7688 RE-ISSUE	0 Trafalgar Road	RE-ISSUE - Extension of existing twin cell culvert (Crossing C2) and addition of third cell, headwalls and retaining wingwalls and associated watercourse alterations of a tributary of Sixteen Mile Creek (PR 2960)	YES		Mar 06 2023	Mar 07 2023	Ben Davis
	RAPP-442	7692 RE-ISSUE	10 th Sideroad	RE-ISSUE - Installation of the new 600mm and 750mm diameter Zone 6 watermain (Zone 6) crossing beneath tributaries of Sixteen Mile Creek.	YES		Mar 06 2023	Mar 08 2023	Ben Davis
	RAPP-8802	8426 REVISED	8334 Fifth Line	REVISED - Construction of an addition and covered deck, and replacement of a septic system, within 15 metres of the floodplain associated with a tributary of Sixteen Mile Creek.	YES		Mar 01 2023	Mar 06 2023	Justin McArthur

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
Hamilton	RAPP-8842	8468	11450 Steeles Avenue	Installation of a 2-inch natural gas pipeline between 6 and 15 metres from the valley associated with Sixteen Mile Creek and between 15 and 30 metres from a wetland greater than 2 hectares in size.	YES		Mar 10 2023	Mar 16 2023	Justin McArthur
	RAPP-8778	8477	9268 Fifth Line	Reconstruction of a two-storey barn, including conversion of the second-storey to seasonal dwelling units within the valley associated with Sixteen Mile Creek as approved by Conservation Halton Board on March 23, 2023 (CHBD 03 23 12).	YES		Jan 17 2023	Mar 24 2023	Justin McArthur
	RAPP-574	8115 REVISION #2	17 William Street	REVISION #2 - Roof and wall reconstruction and construction of additions to a dwelling located within 30m of a wetland greater than 2 hectares in size.	YES			Mar 29 2023	Cassandra Connolly
	RAPP-577	8147 REVISED	27 James Street	REVISED - Construction of additions to a dwelling within the valley of Grindstone Creek.	YES		Mar 24 2023	Mar 27 2023	Cassandra Connolly
	RAPP-8764	8408	15 William St	Construction of a second storey addition to a dwelling and septic replacement within 15-120m of a Provincially Significant Wetland (PSW).	YES		Jan 16 2023	Jan 27 2023	Cassandra Connolly
	RAPP-8776	8411	638 Sixth Concession Road West	Installation of approximately 87m of new NPS 1 ¼" inch Enbridge natural gas pipeline and construction of a concrete pad for remote readings, within the floodplain of Grindstone Creek and within Provincially Significant Wetland, to facilitate future residential servicing.	YES		Jan 13 2023	Jan 30 2023	Cassandra Connolly

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8781	8415	506 Sixth Concession Road East	Septic replacement and driveway reconfiguration (minor grading) within 15m of the floodplain of Grindstone Creek, and the re-construction of a dwelling and installation of new geothermal loops within 30-120m of a PSW and wetland greater than 2ha.	YES		Nov 29 2022	Feb 02 2023	Cassandra Connolly
	RAPP-8800	8419	1442 Highway Six	Installation of approximately 144m of new NPS 1 ¼" inch natural gas pipeline within the floodplain of Grindstone Creek and within 120m of Provincially Significant Wetland, for residential servicing.	YES		Feb 01 2023	Feb 03 2023	Cassandra Connolly
	RAPP-8806	8444	21 Blueheron Lane	Removal of accumulated sediment from the low flow channel of a stormwater management facility, adjacent to a Provincially Significant Wetland and within the floodplain of Bronte Creek.	YES		Feb 08 2023	Feb 23 2023	Cassandra Connolly
	RAPP-8826	8478	2 Glenron Road	Reconstruction of a dwelling, patio, and swimming pool partially within the 15m regulatory allowance from the floodplain of Bronte Creek, and construction of a new septic system between 30 and 120m from a Provincially Significant Wetland (PSW).	YES		Mar 01 2023	Mar 24 2023	Cassandra Connolly
	RAPP-8860	8484	17 William Street	Installation of ±36m of new NPS 1½" natural gas pipeline within 30-120m of a wetland greater than 2ha in size, for residential servicing.	YES		Mar 17 2023	Mar 29 2023	Cassandra Connolly
	RAPL-1000	Letter of Permission	10 Elderberry Lane	Construction of a rear covered porch on a dwelling located within 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Jan 06 2023	Jan 13 2023	Cassandra Connolly

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPL-1003	Letter of Permission	84 Appaloosa Trail	Re-construction of a rear deck between 30 and 120 metres of a wetland greater than 2ha in size.		YES	Jan 24 2023	Jan 27 2023	Cassandra Connolly
	RAPL-1004	Letter of Permission	1171 Highway 6	Construction of an addition and front covered porch to a dwelling within 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Jan 26 2023	Feb 09 2023	Cassandra Connolly
	RAPL-1005	Letter of Permission	2132 Centre Road	Construction of an accessory structure (shed) located within 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Jan 27 2023	Feb 03 2023	Cassandra Connolly
	RAPL-1008	Letter of Permission	31 Parkshore Place	Construction of a swimming pool with a concrete surround within 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Mar 14 2023	Mar 24 2023	Cassandra Connolly
	RAPL-1009	Letter of Permission	779 Concession 6 Road West	Re-construction/replacement of a septic system within 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Mar 17 2023	Mar 29 2023	Cassandra Connolly
	RAPL-999	Letter of Permission	18 Binkley Court	Construction of a detached accessory structure (garage) within 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Jan 04 2023	Jan 13 2023	Cassandra Connolly
Milton	RAPP-8757	8394	405 Industrial Dr. to 15 Steeles Ave. W	Installation of telecommunications conduit within the floodplain and 15 metre allowance associated with a tributary of Sixteen Mile Creek.	YES		Jan 04 2023	Jan 09 2023	Justin McArthur
	RAPP-8758	8395	6390 Fifth Line - Oxford Milton Business Park Ph1	Installation of an 8-inch natural gas pipeline via horizontal directional drill (HDD) beneath a tributary of Sixteen Mile Creek and a wetland less than 2 hectares in size.	YES		Jan 09 2023	Jan 09 2023	Justin McArthur

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8773	8401	0 Sixth Line (approx. 290 m north of 407)	Pipeline maintenance integrity dig located within the floodplain associated with a tributary of Sixteen Mile Creek.	YES		Jan 16 2023	Jan 19 2023	Justin McArthur
	RAPP-8765	8407	1334 Fourth Line	Construction of a temporary diversion channel and watercourse crossing within the flooding and erosion hazards associated with a tributary of Sixteen Mile Creek in keeping with an approved plan of subdivision.	YES		Jan 03 2023	Jan 26 2023	Justin McArthur
	RAPP-8766	8409	1334 Fourth Line	Construction of a temporary sediment basin and outlet within the flooding and erosion hazards associated with a tributary of Sixteen Mile Creek in keeping with an approved plan of subdivision.	YES		Jan 03 2023	Jan 26 2023	Justin McArthur
	RAPP-831	8412	2523 Lower Base Line (Phase 2A)	Proposed dry SWM pond with outlet to regulated watercourse, restoration planting, and a new driveway with culvert crossing of that watercourse.	YES		Oct 19 2022	Feb 01 2023	Matthew Lauzon
	RAPP-631	8429	Guelph Line	Construction of a gateway sign and associated grading within 15 metres of a wetland less than 2 hectares in size.	YES		Feb 08 2023	Feb 14 2023	Ben Davis
	RAPP-7745	8433	0 Fifth Line (100m north of Derry)	Reconstruction and expansion of a road crossing (Culvert 4) which conveys a tributary of Sixteen Mile Creek.	YES		Dec 06 2022	Feb 16 2023	Justin McArthur
	RAPP-7747	8434	0 Fifth Line (930m north of Derry)	Reconstruction and expansion of a road crossing (Culvert 6) which conveys a tributary of Sixteen Mile Creek.	YES		Dec 06 2022	Feb 16 2023	Justin McArthur

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-7748	8435	0 Fifth Line (96m north of CPR tracks)	Reconstruction and expansion of a road crossing (Culvert 7) which conveys a tributary of Sixteen Mile Creek and construction of a Storm Water Management Pond and outlet within the floodplain associated with a tributary of Sixteen Mile Creek.	YES		Dec 06 2022	Feb 16 2023	Justin McArthur
	RAPP-8807	8436	4496 Henderson Road	Re-grading a swale within a wetland less than 2 hectares in size to restore flows through a municipal culvert beneath Henderson Road.	YES		Feb 14 2023	Mar 01 2023	Justin McArthur
	RAPP-8812	8437	Derry Road and Bell School Line	Intersection Improvements including construction a left turn lanes and partial road widening partially within the floodplain associated with Bronte Creek.	YES		Feb 17 2023	Feb 17 2023	Ben Davis
	RAPP-8774	8440	8530 Chudleigh Way	Grading required for asphalt and concrete paving for parking within 15 metres of the Flood Plain associated with a tributary of Sixteen Mile Creek.	YES		Feb 15 2023	Feb 22 2023	Matthew Lauzon
	RAPP-7767	8446	420 Kingsleigh Court	Construction of an addition to a dwelling located between 6 and 15 metres of the floodplain associated with a tributary of Sixteen Mile Creek.	YES		Feb 14 2023	Feb 24 2023	Justin McArthur
	RAPP-8818	8448	1 Chris Hadfield Way	Construction of a new pathway, minor grading, and replacement of an existing catch basin, storm sewer pipe, and outlet within the floodplain associated with a tributary of Sixteen Mile Creek.	YES		Feb 23 2023	Mar 03 2023	Justin McArthur
	RAPP-8820	8459	0 Lower Base Line (adjacent to 4446 Trafalgar Road)	Installation of a conduit and fibre optics cable beneath a tributary of Sixteen Mile Creek and within 30 meters of a wetland greater than 2 hectares in size.	YES			Mar 06 2023	Justin McArthur

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8853	8469	0 Martin Street (adj to 661)	Installation of a 2-inch natural gas pipeline within the floodplain associated with a tributary of Sixteen Mile Creek.	YES		Mar 16 2023	Mar 16 2023	Justin McArthur
	RAPP-833	8474	329 Kingsleigh Court	Re-construction and expansion of a single family dwelling within the 15 m regulatory allowance of the floodplain associated with Sixteen Mile Creek.	YES		Mar 15 2023	Mar 24 2023	Matthew Lauzon
	RAPP-8852	8485	5605 Twentieth Sideroad	Reconstruction and expansion of a garage between 15 and 30 metres from a Provincially Significant Wetland (PSW).	YES		Mar 24 2023	Mar 29 2023	Justin McArthur
	RAPP-8797	8489	6712 Fifth Line	Construction of a storm water management pond outfall including headwall and outlet, within the flooding and erosion hazard associated with a tributary of Sixteen Mile Creek and between 30 and 120 of a wetland greater than 2 hectares in size.	YES		Jan 27 2023	Mar 29 2023	Justin McArthur
	RAPP-827	8507	Oxford Pond S11	Construction of a storm water management pond outfall including headwall and stone core wetland feature at the outlet, within the flooding and erosion hazard associated with a tributary of Sixteen Mile Creek.	YES		Oct 17 2022	Apr 17 2023	Justin McArthur
	RAPL-1006	Letter of Permission	6225 Tremaine Road	Installation of a 2-inch and 4-inch natural gas pipeline within 30 metres of a Provincially Significant Wetland (PSW).		YES	Mar 10 2023	Mar 16 2023	Justin McArthur
	RAPL-1010	Letter of Permission	7251 Twiss Road	Construction of a driveway and buried utility cable located between 15 and 30 metres of a wetland less than 2 hectares in size		YES	Mar 23 2023	Mar 28 2023	Matthew Lauzon

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPL-1007	Letter of Permission REVISED	2649 Conservation Road	REVISED - Reconstruction of a one story accessory building located between 30 and 120 metres of a Provincially Significant Wetland (PSW).		YES	Mar 08 2023	Mar 15 2023	Matthew Lauzon
	RAPP-4580	7729 RE-ISSUE	0 Britannia Road (RR 25 to JSP)	RE-ISSUE - Widening of Britannia Road over a tributary of Sixteen Mile Creek, including the removal of a 500 millimeter CSP culvert, installation of a 1200 millimeter x 4500 millimeter open bottom concrete box culvert (Crossing 8), installation of a 1200 millimeter watermain, construction of a 3.0 metre wide multi-use path, the addition of 2 new storm water management outlets to the culvert.	YES		Feb 03 2023	Feb 09 2023	Ben Davis
	RAPP-4581	7734 RE-ISSUE	0 Britannia Road (RR25 to JSP)	RE-ISSUE - Widening of Britannia Road over a tributary of Sixteen Mile Creek, including the installation of a 1200 millimeter x 9680 millimeter open bottom concrete box culvert (Crossing 9), underground utilities, a 1200 millimeter watermain, a 3.0 metre wide multi-use path.	YES		Feb 03 2023	Feb 09 2023	Ben Davis
	RAPP-4582	7735 RE-ISSUE	0 Britannia Road (RR25 to JSP)	RE-ISSUE - Construction of a new six lane section of Britannia Road over a tributary of Sixteen Mile Creek, including the installation of a 1900 millimeter x 14000 millimeter open bottom concrete box culvert (Crossing 11), underground utilities, a 3.0 metre wide multi-use path.	YES		Feb 03 2023	Feb 09 2023	Ben Davis

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-5159	7736 RE-ISSUE	Britannia Road & Fourth Line	RE-ISSUE - Replacement of the existing culvert at Fourth Line and Britannia Road conveying a tributary of Sixteen Mile Creek with a twin opening 1200 millimeter x 4500 millimeter open bottom concrete box culvert, installation of a 1200 millimeter watermain, tie-in to the existing 900 millimetre watermain.	YES		Feb 03 2023	Feb 09 2023	Ben Davis
	RAPP-4579	7733 RE-ISSUE	0 Britannia Road (RR 25 to JSP)	RE-ISSUE - Widening of Britannia Road including the installation of underground utility lines, new 1.2 m diameter watermain installation by trenchless technology, three new storm sewer outfalls into Sixteen Mile Creek, full replacement of Sixteen Mile Creek bridge with a 33.0 metre x 5.8 metre wide clear span bridge and associated works within the flooding and erosion hazards associated with Sixteen Mile Creek	YES		Feb 03 2023	Feb 09 2023	Ben Davis
Mississauga	RAPP-8801	8431	0 Bishop Strachan Crt (behind 3750 Bishop Strachan Crt)	Excavation and Repairs to Existing Sanitary Maintenance System within 15m of the flooding and erosion hazard of Sixteen Mile Creek.	YES		Feb 09 2023	Feb 14 2023	Laura Head
Oakville	RAPP-1136	8368 REVISED	Oakvillage Phase 4	REVISED - Construction of an underground parking garage within 7.5m of the floodplain as approved by Conservation Halton Board of Directors on November 23, 2022 (CHBD 07 22 10) and construction of a driveway within the floodplain associated with East Morrison Creek.	YES		Feb 16 2023	Feb 23 2023	Laura Head

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-8760	8393	2052 Schoolmaster Circle	Construction of an inground pool and associated patio within 7.5m of the erosion hazard of Fourteen Mile Creek.	YES		Dec 20 2022	Jan 06 2023	Laura Head
	RAPP-8768	8400	0 Lees Lane (Intersection of Lees Lane and Willis Drive)	Replacement of 200mm watermain and 250mm wastewater main within the floodplain associated with Fourteen Mile Creek.	YES		Jan 17 2023	Jan 18 2023	Ben Davis
	RAPP-1097	8403	1 Ennisclare Dr E	Construction of a new single family dwelling including swimming pool, cabana, patios and associated landscaping within the erosion hazard associated with the shoreline of Lake Ontario.	YES		Mar 27 2022	Jan 25 2023	Laura Head
	RAPP-8779	8405	12 Raymar Place	Reconstruction of a swimming pool and concrete patio, construction of a shed and patios and modifications to existing retaining walls within the erosion hazard associated with the shoreline of Lake Ontario.	YES			Jan 25 2023	Laura Head
	RAPP-7685	8414	0 Dundas Street (Appleby to Bronte)	Replacement of a culvert (C22), which conveys a tributary of Fourteen Mile Creek.	YES		Jan 26 2023	Jan 31 2023	Ben Davis
	RAPP-8770	8417	240 Front Street	Repairs to the existing shoreline protection works and reconstruction of the existing pedestrian pathway within the erosion hazards associated with the shoreline of Lake Ontario.	YES		Jan 30 2023	Feb 03 2023	Laura Head
	RAPP-8786	8420	15 Birkbank Drive	Reconstruction of the existing shoreline protection works along the shoreline of Lake Ontario.	YES		Dec 12 2022	Feb 07 2023	Laura Head

Permits LOP, FROM 1 JAN 2023 TO 31 MAR 2023

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-1106	8428	1280 Lakeshore Rd W	Significant reconstruction of a residence with no increase habitable space, and reconstruction of a retaining wall within the erosion hazard associated with Lake Ontario.	YES		Apr 22 2022	Feb 13 2023	Charles Priddle
	RAPP-8777	8430	1084 Argyle Drive	Reconstruction of Shoreline Protection Works along the shoreline of Lake Ontario.	YES		Jan 18 2023	Feb 23 2023	Laura Head
	RAPP-1138	8441	197 Glen Oak Dr	Reconstruction and expansion of a two-storey dwelling within the floodplain of McCraney Creek.	YES		Jul 14 2022	Feb 21 2023	Laura Head
	RAPP-1109	8447	Various Locations	150-200mm Watermain and 200mm Wastewater Main replacements at various Oakville locations. The works will be located partially within 15 metres of the valley of Sixteen Mile Creek and the regulated area associated with Lake Ontario.	YES		Feb 15 2023	Feb 24 2023	Ben Davis
	RAPP-8822	8457	3274 Victoria St	Construction of a pool and associated patio and retaining wall within the floodplain of Sheldon Creek.	YES		Mar 02 2023	Mar 03 2023	Laura Head
	RAPP-8827	8458	530 Pleasant View Court	Construction of a pool and associated patio within 7.5m of the erosion hazard associated with McCraney Creek.	YES		Mar 01 2023	Mar 03 2023	Laura Head
	RAPP-8838	8461	479 Avon Cres	Installation of approximately 20m of new NPS 1 ¼" inch Enbridge natural gas pipeline within 7.5m of the erosion hazard associated with Lower Wedgewood Creek.	YES		Mar 06 2023	Mar 06 2023	Laura Head
	RAPP-8823	8462	1407 Speers Road	Installation of approximately 62m of new conduit within the floodplain of Fourteen Mile Creek.	YES		Mar 03 2023	Mar 10 2023	Laura Head

Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
	RAPP-1149	8463	1300 Amber Cres	Construction of a single-storey detached garage with covered breezeway within the floodplain of Lower Wedgewood Creek.	YES		Aug 12 2022	Mar 10 2023	Laura Head
	RAPP-8824	8473	3270 Sixth Line	Construction of the culvert crossing of "Street A" containing Upper West Morrison Creek and the flooding and erosion hazards associated with that watercourse.	YES		Mar 03 2023	Mar 21 2023	Laura Head
	RAPP-1076	8482	540 Patricia St	Reconstruction and expansion of a two storey dwelling within 7.5m of the floodplain associated with McCraney Creek as approved by Conservation Halton Board on March 23, 2023 (CHBD 03 23 10).	YES			Mar 30 2023	Laura Head
	RAPP-8865	8492	176 Front St	Installation of approximately 20m of new NPS 1 ¼ inch and 13m of new NPS 1 ¼ inch natural gas pipeline within the regulated area associated with the shoreline of Lake Ontario.	YES		Mar 27 2023	Mar 31 2023	Laura Head
	RAPP-8859	8494	0 Sixth Line (William Halton Parkway to Settlers Rd)	Installation of approximately 1259m of new NPS 6 inch natural gas pipeline within 120m of a Provincially Significant Wetland and within the flooding hazards and 7.5m regulation limit of Upper West Morrison Creek.	YES		Mar 17 2023	Mar 31 2023	Laura Head
	RAPP-8767	8504	536 Patricia Drive	Grading and construction of a new driveway within 7.5m of the floodplain associated with McCraney Creek and construction of a new dwelling outside the regulated area.	YES		Dec 21 2022	Apr 14 2023	Laura Head

	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member
Puslinch	RAPP-953	8077 REVISED	18 West St	REVISED Re-construction of a single-family dwelling and landscaping within the erosion hazard limit associated with Lake Ontario and all habitable space to be located beyond the Engineered Development Setback.	YES		Mar 20 2023	Mar 24 2023	Matthew Lauzon
	RAPP-8817	8451	4162 Eleventh Concession	Importation and grading of fill to restore an existing driveway and parking areas within the floodplain associated with Bronte Creek.	YES		Feb 23 2023	Mar 01 2023	Charles Priddle
	RAPP-8803	8497	0 Leslie Road West (b/w Watson Rd S & Milborough Town Line)	Road construction works including the installation of a new storm sewer with outfall within the flooding and erosion hazards associated with Bronte Creek and adjacent to the Mountsberg Marsh Provincially Significant Wetland (PSW).	YES		Feb 07 2023	Apr 04 2023	Charles Priddle
Municipality	CAID	Permit No.	Address	Proposed Works	Permit	LOP	Complete	Issued	CH Staff Member

REPORT TO: Conservation Halton Board

REPORT NO: # CHB 05 23 03

FROM: Marnie Piggot, Director, Finance

DATE: June 22, 2023

SUBJECT: 2024 Preliminary Budget and Forecasts

Recommendation

THAT the Conservation Halton Board **approves the attached 2024 preliminary budget for budget discussion purposes with funding watershed municipalities;**

And

THAT the Conservation Halton Board **approves the Crawford Lake Boardwalk replacement capital project budget be increased by \$1,200,000 to be funded by the Developer Contribution Reserve funds held by Halton Region for Conservation Halton;**

And

THAT the Conservation Halton Board **approves a transfer of \$500,000 in 2023 from the Watershed Management & Support Services Stabilization Reserve to the Building Reserve.**

Executive Summary

The Finance & Audit Committee recommended at their June 9 meeting that the 2024 preliminary budget be forwarded to the Conservation Halton Board of Directors for approval for budget discussions with funding municipalities.

The development of the 2024 preliminary budget is based on Conservation Halton current budget principles while also reflecting the Programs & Services Inventory format aligned with Conservation Authority (CA) Act regulations.

The 2024 preliminary budget continues to balance the delivery of core programs and services, with Momentum strategic priorities, inflationary and growth-related pressures. The 2024 preliminary budget incorporates CA Act regulation priorities, Bill 23 impacts and an increased focus on recommended capital infrastructure projects.

The 2024 preliminary budget financial amounts are contained in the financial attachment. This report provides an overview of the 2024 preliminary budget, major drivers of the budget increase and details on proposed capital projects. A summary of the funding sources and program expenses in the proposed budget of over \$50 million is provided in the following chart.

Budget Summary	2024 Preliminary Budget	2023 Budget	Increase / (Decrease)
Revenue			
Program Revenue	\$ 20,687,261	\$ 18,713,896	\$ 1,973,365
Municipal Funding	11,773,448	11,298,835	474,613
Grants, other funding & other municipal funding	9,338,756	6,244,081	3,094,675
Internal Chargeback Recoveries	3,342,554	3,022,997	319,557
Transfers from Reserves	3,977,827	2,411,299	1,566,528
Provincial Funding	920,820	810,438	110,382
Total Revenue	\$ 50,040,665	\$ 42,501,546	\$ 7,539,119
Expenses			
Corporate Services	\$ 7,222,666	\$ 6,968,715	\$ 253,951
Natural Hazards & Watershed Management	7,327,841	6,018,345	1,309,496
Permitting & Planning	5,117,089	5,322,854	(205,765)
Conservation Lands & Recreation			
Land Management	1,988,579	2,128,364	(139,785)
Parks & Recreation	16,360,173	15,207,419	1,152,754
Debt Financing	630,827	580,126	50,701
Transfers to Reserves	1,898,763	992,337	906,426
Capital	9,494,727	5,283,386	4,211,341
Total Expenses	\$ 50,040,665	\$ 42,501,546	\$ 7,539,119
Budgeted Surplus	\$ -	\$ -	\$ -

Highlights of the 2024 preliminary budget include:

- The 2024 preliminary budget has increased by \$7.5 million over the 2023 budget of \$42.5 million. Major drivers of the budget increase include:
 - \$4.2M increase in capital projects funded primarily by grants, debt financing, developer contributions (DCR), and reserves
 - \$2.0M increase in Park revenues, offset by an increase in Park expenses and chargeback, with a net operating surplus increase of \$872K.
 - \$280K in total staff salary and benefits costs assuming a 2.5% inflation increase
 - \$419K for three net new full-time equivalents (FTE) staff positions
- Municipal funding in the 2024 preliminary budget is \$11,773,448. The proposed municipal funding increase is 4.2% or \$474,613. The guideline established by Halton Region for the 2023 budget was 4.7% based on 3.0% inflation. Operating and capital forecasts have been prepared with annual municipal funding increases ranging from 3.1% to 4.5%.
- Municipal State of Good Repair (SOGR) levies are proposed to increase in total by \$59,600. The increase includes \$53,000 for dams and channels to provide for the municipal funding level to reach the target amount plus inflation by 2028 based on the Asset Management Plan (2022) Dams and Channels.

- Debt financing of \$1.5 million is requested in the 2024 preliminary budget consistent with the 2023 budget forecast for 2024 for the completion of the Central Works Operations Centre capital project.
- The Conservation Areas operating surplus in the 2024 preliminary budget of \$1.3M is significantly higher than the 2023 budget surplus of \$427,337. Park revenues are estimated and reasonable based on historical trending and forecasting. Revenue increases are offset by increased park operating expenses utilizing a performance-based budget approach.

Conservation Halton staff will be submitting the 2024 preliminary budget to regional and local municipality staff in the summer for their review and consideration. The final budget presented in the fall will contain updated debt financing charges and apportionment percentages when received. A comprehensive Budget & Business Plan document will be prepared for final budget approval in October.

Report

The 2024 preliminary budget summary by operating and capital programs and budget categories is provided in the following chart:

Programs	Operating Budget	Capital Budget	2024 Preliminary Budget	2023 Budget
Watershed Management & Support Services (WMSS)	\$22,886,602	\$4,826,921	\$27,713,523	\$25,623,677
Conservation Lands – Parks & Recreation	\$17,659,336	\$4,667,806	\$22,327,142	\$16,877,869
Total	\$40,545,938	\$9,494,727	\$50,040,665	\$42,501,546

Inflation has been assumed at 2.5% for the 2024 preliminary budget based on Bank of Canada and Province of Ontario inflation forecasts for 2024. The Bank of Canada aims to keep inflation at 2% beyond 2024.

2024 Preliminary Operating Budget

The operating budget of \$40.5 million provides for an investment of \$22.9 million in Watershed Management and Support Services (WMSS) programs and an investment of \$17.7 million in Conservation Lands – Parks & Recreation.

Investing in Watershed Management & Support Services

WMSS operating expense and funding amounts of \$22.9 million are detailed in the chart below. The budget increase of \$1.3 million includes increases to program revenue, grants, reserves, and internal chargeback recoveries. As well, municipal operating funding for WMSS programs are proposed to increase by \$652,013 for programs and services and \$59,600 to fund increases to the State of Good Repair Levies for dams, channels and facilities. The total municipal funding increase of \$474,613 is offset by a (\$237,000) decrease to WMSS capital items, with changes in capital projects and the use of prior budget carryover municipal funding in 2024.

Watershed Management & Support Services (WMSS)	2024 Preliminary Budget	2023 Budget	Increase / (Decrease)
Operating Expenses:			
Staff Salary & Benefits	\$ 15,817,000	\$ 15,243,204	\$ 573,796
Materials & Supplies	946,150	1,120,331	(174,181)
Purchased Services	3,731,391	3,009,778	721,613
Financial	61,400	60,130	1,270
Internal Chargebacks	1,100,234	1,004,835	95,399
Debt Financing Charges	630,827	580,126	50,701
Transfer to Reserves - Land Securement	-	25,000	(25,000)
Transfer to Reserves - SOGR Levy Dams & Channels	415,700	362,700	53,000
Transfer to Reserves - SOGR Levy Buildings	183,900	177,300	6,600
Total Operating Expenses	\$ 22,886,602	\$ 21,583,404	\$ 1,303,198
Funding of Operating Expenses:			
Program Revenue	\$ 3,585,831	\$ 3,578,216	7,615
Provincial (Ministry NDMNRF) - Operating Grant	155,034	\$ 155,034	-
Municipal Funding	10,658,862	10,006,849	652,013
Municipal Funding - State of Good Repair Levies Dams & Channels and Buildings	599,600	540,000	59,600
Other Grants & Program Funding	4,377,542	4,028,235	349,307
Internal Chargeback Recoveries	3,262,234	2,944,907	317,327
Transfer from Reserves	247,500	330,163	(82,663)
Total Operating Funding	\$ 22,886,602	\$ 21,583,404	\$ 1,303,198

Expenses:

Staff salary & benefits

The increases of \$573,796 related to staffing costs in the WMSS operating budget include:

- 3.0 net new FTE staff changes costing \$419K;
- Inflationary and general compensation increases of \$150K (2.5% rate of inflation);
- Benefit expense increases estimated to cost \$71K; and
- Decreased part time staff costs of (\$67K) for project related work offset by a decrease in estimated grant funding.

Materials & Supplies and Purchased Services

The majority of the changes in these categories are related to decreases and shifts between supplies and services for the Partnership Projects planned for 2024. Partnership Projects are fully funded by project grants and internal chargeback recoveries to the projects.

Debt Financing Charges

Debt Financing Charges in the 2024 preliminary operating budget of \$631K are comprised of municipal debt financing charges of \$581K and \$50K for principal and interest payments on the property acquisition loan from the Hamilton Community Foundation (HCF). The HCF loan balance as of December 31, 2022 of \$123,497 is anticipated to be repaid by July 2025.

Municipal debt financing charges are based on the amounts in the 2023 budget forecast for 2024 provided by Halton Region staff. Debt financing charges are subject to change when updated by Halton Region staff with the budget submission. Debt financing charges are currently calculated based on

interest rates ranging between 3.0%-3.2%, with repayment over thirty years for the Kelso Dam Capital Project and twenty years for other projects. Projects that have been debt financed to date include significant dams and channels capital projects and Administration Office major renovations. The Halton Region loan balance as of December 31, 2022 was \$4,668,669. The debt capacity ratio estimated for 2024 of 3.8% (2023 – 3.7%) is based on estimated own source revenues excluding Conservation Lands – Parks & Recreation program revenue. CH has approved a debt capacity ratio of 10% in its Budget Principles.

State of Good Repair (SOGR) Levy and Transfers to Reserves

An increase of \$59.6K in the SOGR Levy is attributed to an increase of \$53K for Dams & Channels to provide for the municipal funding level to reach the target amount plus inflation by 2028. The target municipal funding has been achieved for Facilities in the 2023. The State of Good Repair Levy amounts are transferred to the Watershed Management Capital and Building SOGR Reserve to fund future capital works.

Funding:

Program Revenue

Planning and permit fees of \$3.2 million make up the largest portion of this budget category totalling \$3,585,831. Planning and permit fees include Bill 23 service impacts and generally assume other services are maintained at current volumes and fees. Preliminary findings of the Watson & Associates planning and permit fee review suggest fees are currently set at less than 100% cost recovery including Bill 23 service level changes. Bill 23 currently limits Conservation Authorities from increasing fees.

Other Grants & Program Funding

The estimated increase in funding through other grants and program funding of \$693K is primarily related to:

- Partnership Projects planned for 2024 and increased funding of almost \$1M
- Offset by decreases to the Ecological Services Agreement being phased out in 2023 due to Bill 23 totalling (\$252K)

Internal Chargeback Recoveries

Internal chargeback recoveries increase of \$317K includes an increased recovery of Corporate Service staff costs from the parks of \$218K as well as the recovery of staff costs through Partnership Projects grants and the Conservation Halton Foundation.

Transfer from Reserves

Transfers from reserves to fund operating expenses of \$248K include the following:

- Estimated legal costs of \$100K related to Planning & Regulation activities are proposed to continue to be funded by a Transfer from the Legal Reserve
- A transfer from the WMSS Stabilization Reserve of \$100K will partly fund the estimated compensation review implementation costs
- Transfer from the Stewardship & Restoration Reserve \$48K to assist with program expenses

Investing in our Parks

The 2024 Conservation Lands – Parks & Recreation preliminary operating budget provides for an investment of \$17.7M into the parks. Operating expenses have increased by \$2.0M as detailed in the chart below.

Conservation Lands – Parks & Recreation	2024 Preliminary Budget	2023 Budget	Increase / (Decrease)
Operating Expenses:			
Staff Salary & Benefits	\$ 9,246,313	\$ 8,662,332	\$ 583,981
Materials & Supplies	2,075,682	1,889,689	185,993
Purchased Services	2,579,478	2,469,498	109,980
Financial	590,200	535,200	55,000
Internal Chargebacks - Corporate Services	1,868,500	1,650,700	217,800
Transfer to Reserve - Operating Surplus	1,299,163	427,337	871,826
Total Operating Expenses	\$ 17,659,336	\$ 15,634,756	\$ 2,024,580
Funding of Operating Expenses:			
Program Fees	\$ 17,186,430	\$ 15,169,680	\$ 2,016,750
Municipal Funding - Park Education programs & Outreach	369,986	369,986	-
Internal Chargeback Recoveries	80,320	78,090	2,230
Transfer from Reserves	22,600	17,000	5,600
Total Operating Funding	\$ 17,659,336	\$ 15,634,756	\$ 2,024,580

Staff Salary & Benefits are increasing by \$584K primarily due to inflationary and general compensation increases. Included in the 2024 budget is an increase to the FT staffing complement for a new Education Coordinator position.

Materials & Supplies increase of \$186K is a general increase to support growing demands of park activities.

Purchased Services increase of \$110K includes an amount of \$62,000 allocated to accommodate the expanded budget for Outreach programming related to the Water Festival. Remaining increases are general to support growing demands of park activities.

Internal Chargebacks to the parks recreation programs for support services have increased in the 2024 preliminary operating budget by \$217K related to support staffing changes and estimated allocation of corporate services time spent on park programs.

Financial expenses increase of \$55K is attributed to increased credit card fees and point of sales system fees. These expense increases are more than offset by proposed park program fees.

Program fees have been increased by \$2.0M with the normalization of park operations and an average of historical actual revenues. This revenue increase is based on assumed continued growth in park visitation combined with potential fee adjustments.

2024 Preliminary Capital Budget

The 2024 preliminary capital budget represents an investment of \$9.5 million into infrastructure and studies allocated to WMSS programs of \$4.8 million and Conservation Areas of \$4.7 million.

The capital budget provides funding for the rehabilitation of flood control infrastructure, updating of flood plain mapping, investments in technology upgrades, fleet replacements, managing the impacts of Emerald Ash Borer, land management initiatives, infrastructure improvements and the development of a CH Watershed Strategy.

Capital Projects		2024 Preliminary Budget	2023 Budget	Increase / (Decrease)
WMSS	<i>Emerald Ash Borer</i>	\$ 834,000	\$ 850,000	\$ (16,000)
	<i>Flood Plain Mapping</i>	500,000	550,000	(50,000)
	<i>Dams & Channels SOGR Maintenance</i>	621,000	420,000	201,000
	<i>Flood Forecasting & Warning Program*</i>	35,000	115,000	(80,000)
	<i>Watershed Strategies & Climate Change</i>	80,000	179,000	(99,000)
	<i>Fleet Management</i>	224,921	164,023	60,898
	<i>Other Projects</i>	300,000	464,250	(164,250)
	<i>Facilities Infrastructure</i>			
	Administration Office & Field Office SOGR	172,000	200,000	(28,000)
	Central Works Operations Centre	2,000,000	1,000,000	1,000,000
	<i>Digital Transformation</i>			
	IT Infrastructure	60,000	98,000	(38,000)
Total WMSS		4,826,921	4,040,273	786,648
Parks	<i>Facility, Infrastructure & Ski Hill</i>	2,668,000	1,163,000	1,505,000
	<i>Fleet Replacement</i>	252,306	80,113	172,193
	<i>Developer Contribution Reserve Projects</i>			
	Visitor Centres & Crawford Lake Boardwalk	1,747,500	-	1,747,500
Total Parks		4,667,806	1,243,113	3,424,693
Total Capital		\$ 9,494,727	\$ 5,283,386	\$ 4,211,341

*Carryforward balances to be utilized in 2024.

Dams & Channels SOGR Maintenance costs of \$621K are based on staff assessments of capital work priorities according to consulting engineering studies such as dam safety reviews. These costs are assumed to be funded 50% provincially and 50% municipally through the State of Good Repair Levy reserve funding.

Watershed Strategies & Climate Change initiatives of \$80,000 in 2024 are related to consulting requirements to complete the Watershed Strategy by December 2024 required by CA Act regulations.

Facilities Infrastructure capital work of \$2,172,000 will fund state of good repair maintenance and continued office space renovations. Feasibility study cost estimates for the new Central Work Operations Centre is \$3 million. The 2024 budget amount of \$2 million will bring the total project budget to \$3 million with \$1.5 million proposed to be debt financed through Halton Region and an additional \$500,000 recommended to be transferred from the Building Reserve. Construction is scheduled to begin in 2024 with completion expected in 2024.

Parks Facility, Infrastructure & Ski Hill costs of \$2.67M includes \$1.3M for park facility related infrastructure, \$810K for paving costs, \$385K for ski hill improvements and \$113K for information technology infrastructure.

Developer Contribution Reserve projects in the 2024 budget total \$1,747,500. An increase of \$1,200,000 is required in the budget for the Crawford Lake Boardwalk replacement project based on updated cost estimates prepared by the consultant. This project was included in the 2022 budget at an estimated cost of \$2,280,000 funded by an Investing in Canada Infrastructure (ICIP) grant of \$1,671,924 and Developer Contribution Reserve funding of \$608,076. Cost estimates were prepared in 2019 for the ICIP grant application and have increased significantly since that time along with an increased contingency allowance. The remaining \$547,500 has been allocated for further scoping and design of the visitor centres at Kelso/Glen Eden and Crawford Lake. The business cases for these projects were previously submitted to the CH Board for the 2018 budget. However, due to changing customer and operational needs post-pandemic combined with dated costing, the project Business Cases are being updated.

The Crawford Lake Visitor Centre Business Case is included as a separate report for approval. As for the Kelso facility, the Business Case will be presented after conducting a scoping exercise to determine the appropriate size of the building. Furthermore, we will explore additional funding options to cover costs exceeding the available funds from the Developer Contribution Reserve, if needed.

Sources of Capital Budget Funding

A summary of the 2024 proposed capital funding sources is provided in the chart below:

Capital Budget Funding	2024 Preliminary Budget	2023 Budget	Increase / (Decrease)
WMSS:			
Provincial Funding - Dams & Channels	\$ 310,500	\$ 210,000	\$ 100,500
Municipal Funding	\$ 145,000	\$ 382,000	\$ (237,000)
Municipal Funding - EAB	\$ 834,000	\$ 834,000	\$ -
Municipal Funding - Flood Plain Mapping	\$ 500,000	\$ 550,000	\$ (50,000)
Municipal Debt Financing	\$ 1,500,000	\$ 1,000,000	\$ 500,000
Other Funding Grants and Program Funding	\$ 100,000	\$ 243,250	\$ (143,250)
Transfer from Reserves	\$ 1,437,421	\$ 821,023	\$ 616,398
Conservation Lands – Parks & Recreation:			
Transfer from Reserves	\$ 2,270,306	\$ 1,243,113	\$ 1,027,193
Developer Contributions Reserve	\$ 1,747,500	\$ -	\$ 1,747,500
Other Funding Grants and Program Funding	\$ 650,000	\$ -	\$ 650,000
Total Capital Funding	\$ 9,494,727	\$ 5,283,386	\$ 4,211,341

Other municipal funding through Halton Region for Emerald Ash Borer (EAB) treatment and Flood Plain Mapping are consistent with the business plans submitted to Halton Region for these projects.

Grants totalling \$650,000 allocated to park infrastructure projects are estimated based on proposed projects and successful grant approvals received during the past three years.

Reserve Transfers

The following summary outlines the proposed transfers to and from reserves in the 2024 preliminary budget, along with the projected reserve balances anticipated by December 31, 2024. Additionally, the financial attachment includes a reserve continuity schedule detailing reserve balances extending until 2033.

A transfer from the WMSS Stabilization Reserve of \$500,000 to the Building Reserve is recommended in 2023 to assist with funding of the Central Works Operations Centre project. The projected December 2023 WMSS Stabilization Reserve balance of \$1.1 million exceeds the CH Budget Principles target of approximately \$500,000 based on 10 to 15% of WMSS program revenues. The Projected Reserve Balances at December 31, 2023 include an estimated increase of \$1.1 million for Park capital projects for 2023 with the amount to be approved in the Budget Variance Report presented at the June Board meeting when estimated paving costs are better known.

Conservation Halton Reserves	Projected Reserves Balance Dec 31, 2023	Contribution from Surplus	State of Good Repair Levy	Contribution to Capital Projects	Contribution to Operating Expenses	Projected Reserves Balance Dec 31, 2024
Watershed Management & Support Services						
Vehicle and Equipment	\$ 557,273			\$ (224,921)		\$ 332,352
Building	832,504			(500,000)		332,504
Building - State of Good Repair	403,920		183,900	(222,000)		365,820
Watershed Management Capital - Municipal Funds and Self-Generated Funds	1,395,079		415,700	(310,500)		1,500,279
Watershed Management & Support Services Stabilization	1,057,212			(80,000)	(100,000)	877,212
Capital Projects - Debt Financing Charges	518,146					518,146
Digital Transformation	285,700					285,700
Legal - Planning & Watershed Management	841,995				(100,000)	741,995
Legal - Corporate	200,000					200,000
Water Festival	169,334				(13,600)	155,734
Land Securement	141,239					141,239
Property Management	1,012,642			(100,000)		912,642
Stewardship and Restoration	306,888				(56,500)	250,388
Conservation Lands – Parks & Recreation						
Capital	3,099,958	1,299,163		(2,270,306)		2,128,815
Stabilization	1,146,490					1,146,490
Total Reserves	\$ 11,968,380	\$ 1,299,163	\$ 599,600	\$ (3,707,727)	\$ (270,100)	\$ 9,889,316

Municipal Funding

Base municipal funding in the 2024 preliminary budget totals almost \$11,773,848. The \$474,613 increase requested in municipal funding represents a 4.2% increase over the amount requested in 2023. The Halton Region budget guideline established for the 2023 budget was 4.7% based on 3.0% inflation and this rate was also assumed in their 2023 budget forecast for 2024. The guideline for the 2024 budget is anticipated to be received in July 2023.

Municipal Funding	2024 Preliminary Municipal Funding	2023 Municipal Funding	Increase / (Decrease)
Operating	\$ 11,028,848	\$ 10,376,835	\$ 652,013
Capital	145,000	382,000	(237,000)
Subtotal	11,173,848	10,758,835	415,013
Add: State of Good Repair (SOGR) Levy - Dams & Channels, Buildings	599,600	540,000	59,600
Total Municipal Funding (Apportioned)	\$ 11,773,448	\$ 11,298,835	\$ 474,613

Base municipal funding is less than 25% of funding sources in the budget. A municipal funding forecast is provided in the financial attachment with annual municipal funding increases ranging from 3.1% to 4.5%.

Ontario Regulation 402/22 requires CH to allocate the proposed 2024 municipal funding being requested according to Categories 1, 2 and 3 defined in the CA Act. CH established these Categories in its Programs & Services (P&S) Inventory in 2022. According to the summary in the financial appendix, Category 1 P&S account for 96% of the 2024 municipal funding which is consistent with the 2022 P&S Inventory. The balance of the funding is for Category 2 P&S will continue to be apportioned and funded through Memorandums of Understanding (MOU's) being developed with watershed municipalities. The 2024 preliminary budget does not include municipal funding for Category 3 programs and services.

2024 Preliminary Budget and Operating Forecast 2024-2033

Key assumptions and drivers included in the budget and operating forecast are as follows:

- The addition of two net new staff positions per year have been assumed in the Watershed Management and Support Services (WMSS) operating forecast that reflect future growth and maintaining program service levels. Program service level reviews are completed annually as part of the budget process to reflect service level changes.
- Compensation and other expenses in the forecast have been assumed to increase annually at the estimated rate of inflation of 2.0%.
- Program revenues for Watershed Management and Support Services and Parks program are assumed to increase annually by inflation and full cost recovery and increase by 2.0% to 5.0% annually. The Parks revenue forecast does not include estimated potential increased revenue derived from newer facilities with increased capacity, in order to maintain a conservative approach.

The operating forecast includes the estimated costs of servicing existing debt and new debt financing for anticipated capital projects for the 50% municipal portion of dams and channels capital projects and for major facility projects proposed at the Administration Office and Operations Centre. The estimated debt financing charges included in the operating forecast related to municipal debt financing have been provided by Halton Region staff for the 2023 budget forecast for 2024 and are subject to revision. Debt financing charges for forecast funding of Parks Developer Contribution Reserve projects have been estimated assuming similar terms to Halton Region debt financing.

2024 Preliminary Budget and Capital Forecast 2024-2033

The development of the capital budget forecast and overall financing strategy considers the following:

- a) Strategic initiatives in Conservation Halton's strategic plan Momentum;
- b) Capital priorities identified in Asset Management Plans;
- c) Emerald Ash Borer and Flood Plain Mapping Business Plans;
- d) Park Master Plans.

The capital budget as proposed will ensure assets are maintained in a state of good repair and address the impact of growth in the watershed on Conservation Halton's infrastructure while ensuring long-term fiscal sustainability. The largest portion of the Watershed Management and Support Services capital forecast is the Dams and Channels state of good repair maintenance. Dams and channels capital projects are based on information prepared by staff. Dams and channels capital projects are assumed to be funded 50% municipally through the State of Good Repair Levy reserve funding and the remaining 50% provincially which is approved through a grant application process.

Conservation Lands – Parks & Recreation capital projects in the capital budget forecast continue to include three projects with updated estimated costs totalling approximately \$35 million. The capital projects are related to recreation centres along with the Crawford Lake Boardwalk replacement. A staff report will be provided separately on the Crawford Lake Visitor Centre

The strategic plan initiatives included in the capital forecast will enable Conservation Halton to invest in innovation and technology to continue to modernize operations, streamline service delivery and improve resource management.

Impact on Strategic Goals

This report supports the Momentum priority of Organizational Sustainability.

Financial Impact

Conservation Halton staff have diligently crafted a preliminary budget for 2024, considering fiscal constraints, while also striking a balance between fulfilling essential services in a burgeoning watershed and achieving strategic plan objectives.

The preliminary budget for 2024 effectively addresses escalating expenditures through the implementation of operational efficiencies and continuous enhancements. Furthermore, it encompasses a 4.2% increase in base municipal funding.

The proposed 2024 preliminary budget continues to provide for investments in programs to enhance service delivery, digital transformation initiatives, watershed planning work, greenspace and property management initiatives, floodplain mapping, flood forecasting, and improved user experiences at our parks.

Signed & respectfully submitted:



Marnie Piggot,
Director, Finance

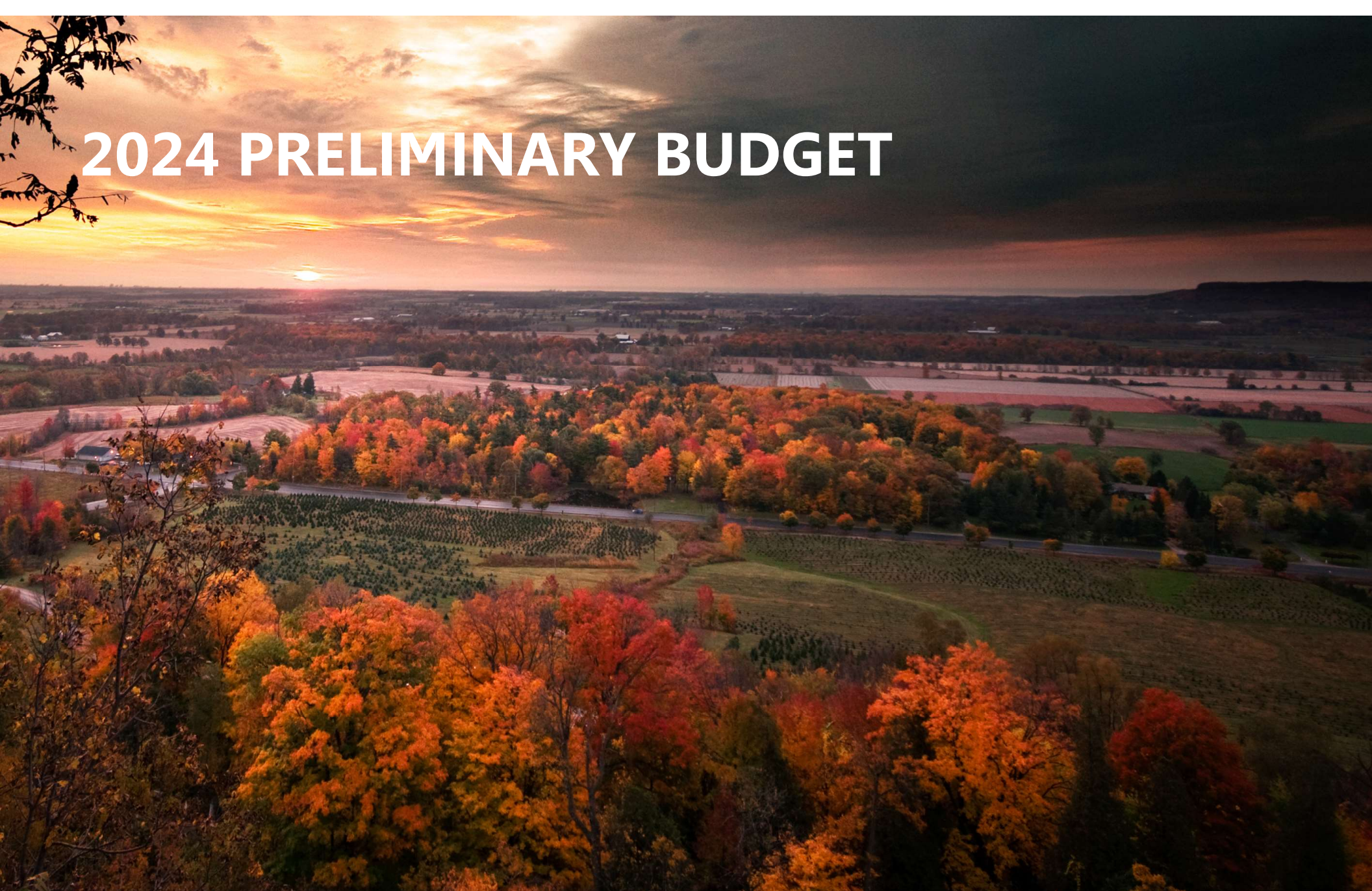
Approved for circulation



Hassaan Basit
CEO/Secretary-Treasurer

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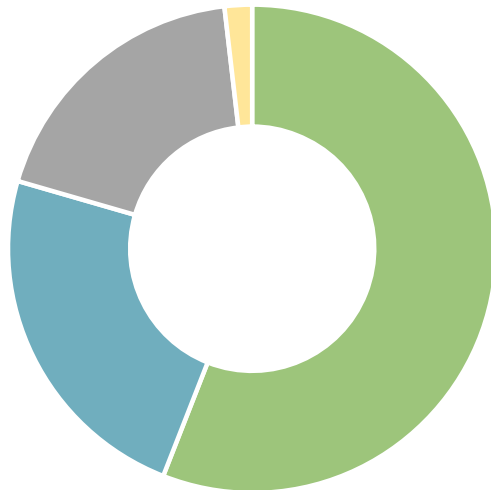
2024 PRELIMINARY BUDGET

TABLE OF CONTENTS

2024 Preliminary Budget Summary	3
2024 Preliminary Operating Budget.....	4
2024 Preliminary Capital Budget.....	9
Operating Budget & Forecast 2025-2033.....	12
Capital Budget & Forecast 2025-2033.....	17
2024 Preliminary Budget - Municipal Funding.....	22
2024 Preliminary Budget - Reserves.....	27

2024 PRELIMINARY BUDGET SUMMARY

Total Budget Funding Sources
\$50,040,665



- Program Revenue, Internal Chargeback Recoveries & Reserves 56%
- Municipal Funding 24%
- Other Funding 19%
- Provincial Funding 1%

Operating Budget	2024 Budget	2023 Budget
Corporate Services	7,222,666	6,968,715
Natural Hazards & Watershed Management	7,327,841	6,127,595
Permitting & Planning	5,117,089	5,322,854
Conservation Lands & Recreation (Land Mgmt)	1,988,579	2,128,364
Debt Financing	630,827	580,126
Reserves	-	25,000
Conservation Lands & Recreation (Recreation)	17,659,336	15,634,756
State of Good Repair Levy - Dam & Channels; Building	599,600	540,000
	<u>40,545,938</u>	<u>37,327,410</u>

Capital Budget	2024 Budget	2023 Budget
Corporate Services	2,506,921	1,542,023
Natural Hazards & Watershed Management	736,000	739,000
Permitting & Planning	500,000	550,000
Conservation Lands & Recreation (Land Mgmt)	1,084,000	1,100,000
Conservation Lands & Recreation (Recreation)	4,667,806	1,243,113
	<u>9,494,727</u>	<u>5,174,136</u>

Total Operating & Capital Budget	\$ 50,040,665	\$ 42,501,546
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2024 PRELIMINARY OPERATING BUDGET



WATERSHED MANAGEMENT & SUPPORT SERVICES

2024 PRELIMINARY OPERATING BUDGET

Description	% Increase (decrease) over PY Budget	2022 Actual Expenses	2023 Budget Expenses	2024 Preliminary Budget Expenses	2024 Preliminary Budget Funding Sources					
					Program Revenue	Provincial Funding	Other (Grants, Sp. Project, Debt financing)	Internal Chargeback Recovery (CHF, SPP, CAP, Cons. Areas)	Reserve Funding	Municipal Levy & Funding
WATERSHED MANAGEMENT & SUPPORT SERVICES (WMSS) PROGRAMS										
CORPORATE SERVICES										
Office of President & CEO		695,966	765,057	799,122				26,700		772,422
Conservation Halton Foundation Administration		221,118	284,646	309,427				223,000		86,427
Finance		855,995	882,603	1,009,082	166,000			317,200		525,882
Fleet Operations		175,399	201,940	214,440						214,440
General Corporate Services		613,808	-	(75,000)				-	100,000	(175,000)
Human Resources		700,759	772,159	780,071				236,800	-	543,271
Marketing and Communications		858,587	927,824	980,996				381,700	-	599,296
Office of Chief Operating Officer (COO)										
Administration & Procurement		410,883	516,074	535,906				127,900		408,006
Information Technology		485,367	522,350	642,608				137,500		505,108
Geographical Information Systems (GIS)		519,252	581,355	599,011	6,500					592,511
Risk & Health		587,720	647,392	526,051				197,300		328,751
Administration Office Facility		175,588	194,515	201,879						201,879
Project Management		365,532	379,159	389,138			50,000	100,900		238,238
Construction		273,777	293,641	309,935				55,200	-	254,735
	3.6%	6,939,751	6,968,715	7,222,666	172,500	-	50,000	1,804,200	100,000	5,095,966

WATERSHED MANAGEMENT & SUPPORT SERVICES

2024 PRELIMINARY OPERATING BUDGET

Description	% Increase (decrease) over PY Budget	2022 Actual Expenses	2023 Budget Expenses	2024 Preliminary Budget Expenses	2024 Budget Funding Sources					
					Program Revenue	Provincial Funding	Other (Grants, Sp. Project, Debt financing)	Internal Chargeback Recovery (CHF, SPP, CAP, Cons. Areas)	Reserve Funding	Municipal Levy & Funding
WATERSHED MANAGEMENT & SUPPORT SERVICES (WMSS) PROGRAMS										
<u>NATURAL HAZARDS & WATERSHED MANAGEMENT</u>										
Flood Forecasting & Operations		573,447	619,652	635,322		155,034	25,000	20,600		434,688
<u>Watershed Strategies & Climate Change</u>										
Watershed Strategies & Climate Change Administration		467,763	491,305	828,435				18,000	100,000	710,435
Source Protection		239,825	320,404	330,286		330,286		-		-
Science & Partnerships										
Monitoring Ecology		660,279	716,572	702,172	6,181			20,017		675,975
Landowner Outreach & Restoration		663,948	764,205	749,887	41,150		20,000	240,791	47,500	400,447
Hamilton Harbour Remedial Action Plan (HHRAP)		342,199	323,613	317,750			317,750			-
Partnership Projects		439,745	572,616	359,263			359,263			-
<u>Restoration & Conservation</u>										
Restoration		594,798	748,100	876,483			25,000	696,676		154,807
Partnership Projects		1,019,440	1,571,128	2,528,243			2,528,243		-	-
	19.6%	5,001,444	6,127,595	7,327,841	47,331	485,320	3,275,256	996,084	147,500	2,376,351

WATERSHED MANAGEMENT & SUPPORT SERVICES

2024 PRELIMINARY OPERATING BUDGET

Description	% Increase (decrease) over PY Budget	2022 Actual Expenses	2023 Budget Expenses	2024 Preliminary Budget Expenses	2024 Preliminary Budget Funding Sources						
					Program Revenue	Provincial Funding	Other (Grants, Sp. Project, Debt financing)	Internal Chargeback Recovery (CHF, SPP, CAP, Cons. Areas)	Reserve Funding	Municipal Levy & Funding	
WATERSHED MANAGEMENT & SUPPORT SERVICES (WMSS) PROGRAMS											
PERMITTING & PLANNING											
Planning & Regulations		4,443,828	4,524,767	4,308,416	3,203,000		-	28,650	-	1,076,766	
Floodplain Mapping		262,287	264,833	272,088	-			25,000		247,088	
Regional Infrastructure Team (RIT)		376,500	533,254	536,585			550,000			(13,415)	
	(3.9%)	5,082,614	5,322,854	5,117,089	3,203,000	-	550,000	53,650	-	1,310,439	
CONSERVATION LANDS & RECREATION (Land Management)											
Property Management		243,496	327,882	332,298	43,000	125,000		55,200		109,098	
Security		463,963	482,898	607,567				293,600		313,967	
Forestry		744,970	1,024,520	1,048,714	120,000		47,000	59,500		822,214	
Partnership Projects		241,046	293,064	-		-	-				
	(6.6%)	1,693,476	2,128,364	1,988,579	163,000	125,000	47,000	408,300	-	1,245,279	
DEBT FINANCING CHARGES		8.7%	574,001	580,126	630,827	630,827					
TRANSFER TO RESERVES - BUILDING, VEHICLE AND EQUIPMENT, DEBT FINANCING, STEWARDSHIP AND RESTORATION; ALLOCATED SURPLUS			524,147	-	-	-					
TRANSFER TO RESERVES - STATE OF GOOD REPAIR (SOGR) LEVY		11.0%	480,500	540,000	599,600	599,600					
TRANSFER TO RESERVE - LAND SECUREMENT		0.0%	25,000	25,000	-	-					
TOTAL OPERATING WATERSHED MGMT & SUPPORT SERVICES (WMSS)		5.5%	20,320,933	21,692,654	22,886,602	3,585,831	610,320	3,922,256	3,262,234	247,500	11,258,462

CONSERVATION AREAS

2024 PRELIMINAY OPERATING BUDGET

Description	% Increase (decrease) over PY Budget	2022 Actual Expenses	2023 Budget Expenses	2024 Preliminary Budget Expenses	2024 Preliminary Budget Funding Sources						
					Program Revenue	Provincial Funding	Other (Grants, Sp. Project, Debt financing)	Internal Chargeback Recovery (CHF, SPP, CAP, Cons. Areas)	Reserve Funding	Municipal Levy & Funding	
CONSERVATION LANDS & RECREATION (Recreation)											
Parks & Recreation											
Conservation Areas Administration		1,802,031	1,782,355	1,895,183	1,776,000			80,320			
Fleet Operations		173,465	124,590	135,527							
Kelso/Glen Eden		7,473,338	8,516,921	8,974,436	11,461,000						
Crawford Lake / Mountsberg / Robert Edmondson		2,270,863	2,203,637	2,484,643	2,257,000		-			240,000	
Rattlesnake Point / Hilton Falls / Mount Nemo		248,904	606,800	599,368	1,442,500						
Outreach		296,423	322,416	402,516	164,930		85,000	-	22,600	129,986	
Transfer Surplus to Conservation Area reserves		3,165,799	427,337	1,299,163							
Subtotal Conservation Lands & Recreation (Recreation)											
- Operating before Internal Chargeback - Corporate Services	12.9%	15,430,824	13,984,056	15,790,836	17,101,430	-	85,000	80,320	22,600	369,986	
Internal Chargeback - Corporate Services	13.2%	1,386,900	1,650,700	1,868,500							
TOTAL OPERATING CONSERVATION LANDS & RECREATION (Recreation)		12.9%	16,817,724	15,634,756	17,659,336	17,101,430	-	85,000	80,320	22,600	369,986

2024 PRELIMINARY CAPITAL BUDGET



2024 PRELIMINARY CAPITAL BUDGET SUMMARY

Description	% Increase (decrease) over PY Budget	2022 Actual Expenses	2023 Budget Expenses	2024 Preliminary Budget Expenses	2024 Budget Funding Sources					
					Program Revenue	Provincial Funding	Other (Grants, Sp. Project, Debt financing)	Internal Chargeback Recovery (CHF, SPP, CAP, Cons. Areas)	Reserve Funding	Municipal Levy & Funding
<hr/>										
Capital - Watershed Management & Support Services (WMSS)										
<u>Corporate Services</u>										
Asset Management Plan		21,315	50,000	50,000					50,000	-
Compensation & Program Fees Reviews		30,240	30,000	-						-
IT Infrastructure & Digital Transformation		52,937	98,000	60,000						60,000
Website Upgrade		18,322	-	-					-	-
Facilities - Improvements		387,743	100,000							-
Facilities - State of Good Repair		146,752	100,000	172,000					172,000	-
Central Works Operations Centre		21,353	1,000,000	2,000,000			1,500,000		500,000	-
Fleet Management		9,951	164,023	224,921					224,921	-
<u>Natural Hazards & Watershed Management</u>										
Dams & Channels SOGR Maintenance		648,743	420,000	621,000		298,000			298,000	-
Flood Forecasting & Warning Program		27,835	115,000	35,000						35,000
Watershed Database & Restoration Projects		23,678	25,000	-						-
Watershed Strategies & Climate Change		-	179,000	80,000					80,000	-
Land Acquisition		1,625,963	-	-						-
<u>Permitting & Planning</u>										
Flood Plain Mapping Update		413,545	550,000	500,000			500,000			-
<u>Conservation Lands & Recreation (Land Management)</u>										
Emerald Ash Borer		753,083	850,000	834,000	-		834,000			-
Property Management Projects		-	150,000	150,000					100,000	50,000
Other Foundation Funded Projects		-	100,000	100,000			100,000			-
TOTAL CAPITAL WMSS	33.1%	4,181,459	3,931,023	4,826,921	-	298,000	2,934,000	-	1,424,921	145,000

2024 PRELIMINARY CAPITAL BUDGET SUMMARY

Description	% Increase (decrease) over PY Budget	2022 Actual Expenses	2023 Budget Expenses	2024 Preliminary Budget Expenses	2024 Budget Funding Sources					
					Program Revenue	Provincial Funding	Other (Grants, Sp. Project, Debt financing)	Internal Chargeback Recovery (CHF, SPP, CAP, Cons. Areas)	Reserve Funding	Municipal Levy & Funding
CAPITAL										
Capital - Conservation Lands & Recreation (Recreation)										
Skihill Improvements		179,187	525,000	385,000					385,000	-
Facility Major Maintenance & IT Infrastructure		760,040	638,000	2,283,000			650,000		1,633,000	-
Fleet replacement		66,057	80,113	252,306					252,306	-
Developer Contribution Reserve Projects										
-Crawford Lake Boardwalk		62,753	-	1,200,000		-	1,200,000		-	-
-Kelso Quarry Park / Area 8		-	-	547,500			547,500		-	-
TOTAL CAPITAL CONSERVATION LANDS & RECREATION (Recreation)	275.5%	1,068,036	1,243,113	4,667,806	-	-	2,397,500	-	2,270,306	-
TOTAL CAPITAL PROJECTS	83.5%	5,249,495	5,174,136	9,494,727	-	298,000	5,356,500	-	3,695,227	145,000

2024 PRELIMINARY OPERATING BUDGET & FORECAST

2024 - 2033



2024 PRELIMINARY OPERATING BUDGET

Ten Year Operating Expenditures and Funding Budget & Forecast Watershed Management & Support Services (WMSS)										
2024 Preliminary	2025	2026	2027	2028	2029	2030	2031	2032	2033	
Conservation Halton WMSS Operating Expenditures										
Salaries & Benefits										
Balance, beginning of year	15,243,204	15,817,000	16,346,000	16,888,000	17,446,000	18,020,000	18,611,000	19,218,000	19,841,000	20,482,000
Staffing changes (2024 3.0 FTE increase; 2 FTE 2025-2033)	419,266	188,000	192,000	196,000	200,000	204,000	208,000	212,000	216,000	220,000
Part time staff changes	(67,003)	-	-	-	-	-	-	-	-	-
Compensation changes (2024 2.5%, 2025-33 2% inflation; 96% of range)	150,428	250,000	256,000	265,000	274,000	283,000	292,000	301,000	311,000	321,000
Increase in benefits (2024 5%; 2025-2033 2% inflation)	71,105	91,000	94,000	97,000	100,000	104,000	107,000	110,000	114,000	118,000
Balance, end of year	15,817,000	16,346,000	16,888,000	17,446,000	18,020,000	18,611,000	19,218,000	19,841,000	20,482,000	21,141,000
Materials & Supplies										
Balance, beginning of year restated	1,134,331	946,150	965,050	984,350	1,004,050	1,024,150	1,044,650	1,065,550	1,086,850	1,108,550
Partnership Projects materials and supplies	(235,446)									
Corporate Administration & Operations materials	19,500									
General decrease and increases (Assumed 2024-2033 2% inflation)	27,765	18,900	19,300	19,700	20,100	20,500	20,900	21,300	21,700	22,200
Balance, end of year	946,150	965,050	984,350	1,004,050	1,024,150	1,044,650	1,065,550	1,086,850	1,108,550	1,130,750
Purchased Services										
Balance, beginning of year restated	3,056,278	3,731,391	3,806,391	3,882,391	3,960,391	4,039,391	4,120,391	4,202,391	4,286,391	4,372,391
Partnership Projects purchased services	643,925									
General increases (decreases) (Assumed 2025-2033 2% inflation)	31,188	75,000	76,000	78,000	79,000	81,000	82,000	84,000	86,000	87,000
Balance, end of year	3,731,391	3,806,391	3,882,391	3,960,391	4,039,391	4,120,391	4,202,391	4,286,391	4,372,391	4,459,391
Financial										
Balance, beginning of year	60,130	61,400	62,600	63,900	65,200	66,500	67,800	69,200	70,600	72,000
General increases and decreases (2024-2033 Assumed 2.0% inflation)	1,270	1,200	1,300	1,300	1,300	1,300	1,400	1,400	1,400	1,400
Balance, end of year	61,400	62,600	63,900	65,200	66,500	67,800	69,200	70,600	72,000	73,400
Internal Chargebacks										
Balance, beginning of year restated	1,053,585	1,100,234	1,122,239	1,144,684	1,167,578	1,190,930	1,214,749	1,239,044	1,263,825	1,289,102
Project and General increases	46,649	22,005	22,445	22,894	23,352	23,819	24,295	24,781	25,277	25,782
Balance, end of year	1,100,234	1,122,239	1,144,684	1,167,578	1,190,930	1,214,749	1,239,044	1,263,825	1,289,102	1,314,884

FORECAST 2024 - 2033

2024 PRELIMINARY OPERATING BUDGET

Conservation Halton WMSS Operating Expenditures	Ten Year Operating Expenditures and Funding Budget & Forecast Watershed Management & Support Services (WMSS)									
	2024 Preliminary	2025	2026	2027	2028	2029	2030	2031	2032	2033
Debt Financing Charges (Hamilton Community Fdn & Halton Region)										
Balance, beginning of year	580,126	630,827	655,638	549,867	520,407	509,802	499,717	489,632	479,548	469,463
Decrease in debt financing charges - Ham. Comm. Foundation	-	(25,000)	(25,000)	-	-	-	-	-	-	-
Increase/(decrease) in debt financing charges - Halton Region	50,701	49,811	(80,771)	(29,460)	(10,605)	(10,085)	(10,085)	(10,084)	(10,085)	(10,085)
Total Debt Financing Charges	630,827	655,638	549,867	520,407	509,802	499,717	489,632	479,548	469,463	459,378
Transfer to Reserves - State of Good Repair Levy (Dams & Channels)	415,700	476,300	545,900	625,500	716,900	745,500	775,400	806,400	838,600	872,200
Transfer to Reserves - State of Good Repair Levy (Buildings)	183,900	190,700	197,800	205,100	212,700	220,600	228,800	237,300	246,100	255,200
Transfer to Reserves - Land Securement	-	-	-	-	-	-	-	-	-	-
Transfers to Reserves - Motor Pool	-	-	200,000	250,000	-	100,000	150,000	50,000	100,000	100,000
Total Operating Expenses - WMSS	22,886,602	23,624,918	24,456,892	25,044,226	25,780,373	26,624,407	27,438,017	28,121,914	28,978,206	29,806,203
Funding of Operating Expenditures										
Program Revenue	3,585,831	3,765,100	3,953,400	4,032,500	4,113,200	4,318,900	4,405,300	4,493,400	4,583,300	4,675,000
Provincial (Ministry NDMNRF) - Operating Grant	155,034	155,034	155,034	155,034	155,034	155,034	155,034	155,034	155,034	155,034
Municipal Funding - Operating (Total incl. Education)	11,028,848	11,380,361	11,824,192	12,094,924	12,497,724	13,072,867	13,602,147	13,995,478	14,554,770	15,078,637
Municipal State of Good Repair Levies - Dams & Channels and Buildings	599,600	667,000	743,700	830,600	929,600	966,100	1,004,200	1,043,700	1,084,700	1,127,400
Other Grants & Program Funding	4,377,542	4,462,600	4,549,300	4,637,800	4,728,100	4,820,200	4,914,100	5,009,800	5,107,400	5,207,100
Internal Chargeback Recoveries	2,892,248	2,994,823	3,101,266	3,163,368	3,226,715	3,291,306	3,357,236	3,424,502	3,493,002	3,563,032
Transfers from Reserves - Legal, WMSS Stabilization, Water Festival, Stewardship and Restoration	247,500	200,000	130,000	330,000	130,000	-	-	-	-	-
Total Operating Funding - WMSS	22,886,602	23,624,918	24,456,892	25,044,226	25,780,373	26,624,407	27,438,017	28,121,914	28,978,206	29,806,203

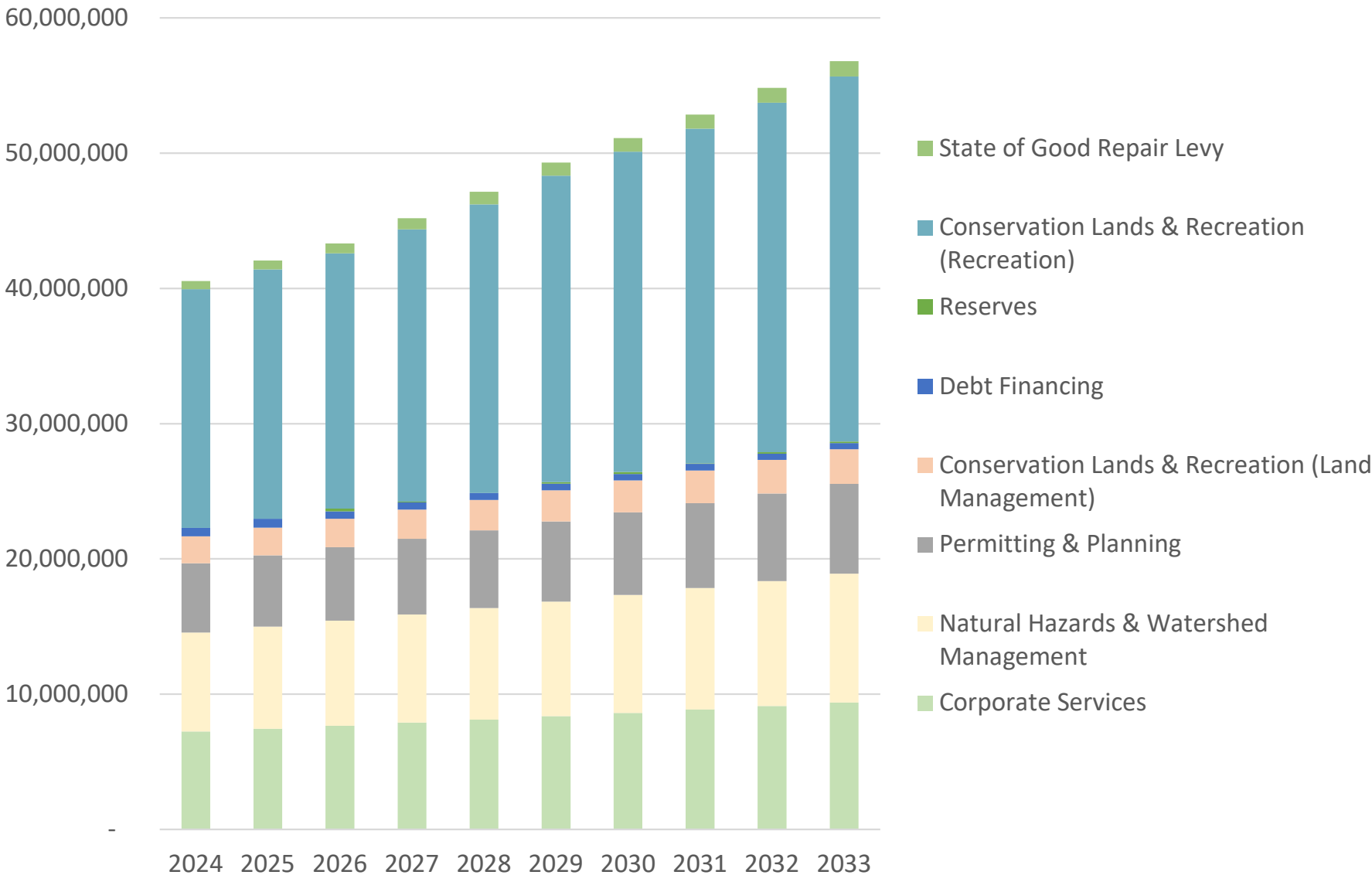
FORECAST 2024 - 2033

2024 PRELIMINARY OPERATING BUDGET

Conservation Halton Conservation Lands & Recreation (Recreation)	2024 Preliminary	2025	2026	2027	2028	2029	2030	2031	2032	2033
Salaries & Benefits	9,246,313	9,523,702	9,809,413	10,103,696	10,406,807	10,719,011	11,040,581	11,371,799	11,712,953	12,064,341
Materials & Supplies	2,075,682	2,179,466	2,288,439	2,402,861	2,523,004	2,649,155	2,781,612	2,920,693	3,066,728	3,220,064
Purchased Services	2,579,478	2,708,452	2,843,874	2,986,068	3,135,372	3,292,140	3,456,747	3,629,585	3,811,064	4,001,617
Financial	590,200	602,004	614,044	626,325	638,851	661,211	684,354	708,306	733,097	758,755
Debt Financing Charges					531,024	531,024	531,024	531,024	531,024	531,024
Internal Chargebacks - Corporate Services	1,868,500	1,905,900	1,944,000	1,982,900	2,022,600	2,063,100	2,104,400	2,146,500	2,189,400	2,233,200
Transfer to Reserve - Operating Surplus	1,299,163	1,529,764	1,379,395	2,053,067	2,116,761	2,760,131	3,086,721	3,433,687	3,802,161	4,193,231
Total Operating Expenses - Conservation Lands & Recreation (Recreation)	17,659,336	18,449,288	18,879,166	20,154,917	21,374,419	22,675,772	23,685,439	24,741,593	25,846,425	27,002,233
Operating Funding - Conservation Areas										
Program Fees	17,186,430	17,989,976	18,410,668	19,677,049	20,886,993	22,178,598	23,178,321	24,224,333	25,318,820	26,464,075
Transfer from Reserve (Outreach)	22,600	-	-	-	-	-	-	-	-	-
Municipal Funding - Park Education programs & Outreach	369,986	377,386	384,933	392,632	400,485	408,494	416,664	424,998	433,498	442,168
Internal Chargeback Recoveries	80,320	81,926	83,565	85,236	86,941	88,680	90,453	92,262	94,108	95,990
Total Operating Funding - Conservation Lands & Recreation (Recreation)	17,659,336	18,449,288	18,879,166	20,154,917	21,374,419	22,675,772	23,685,439	24,741,593	25,846,425	27,002,233

FORECAST 2024 - 2033

2024 PRELIMINARY OPERATING BUDGET



2024 PRELIMINARY CAPITAL BUDGET & FORECAST

2024 - 2033



FORECAST 2024 - 2032

2024 PRELIMINARY CAPITAL BUDGET

Conservation Halton WMSS Capital Expenditures	Ten Year Capital Expenditures and Funding Budget & Forecast - Watershed Management & Support Services									
	2024 Preliminary	2025	2026	2027	2028	2029	2030	2031	2032	2033
Corporate Services										
Asset Management Plan	50,000	-	-	-	60,000	60,000	-	-	-	-
Program Rates & Fees Review	-	-	-	-	40,000	-	-	-	-	45,000
Compensation Review	-	32,000	-	-	-	35,000	-	-	-	-
GIS Data Acquisition	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Website Upgrade	-	-	-	-	50,000	-	-	-	-	-
IT Infrastructure - upgrades - WMSS	60,000	93,000	78,000	58,000	85,000	103,000	78,000	113,000	93,000	66,000
Administration Office & Other Facility Renovations	172,000	204,468	170,595	80,633	225,179	99,936	316,413	406,574	319,101	195,908
Central Works Operations Centre & Field Office	2,000,000	-	-	-	-	-	-	-	-	-
Fleet Management	224,921	155,000	217,500	253,000	(1,500)	61,500	173,500	(35,500)	121,000	150,000
Total Corporate Services	2,506,921	499,468	481,095	406,633	473,679	374,436	582,913	499,074	548,101	471,908
Natural Hazards & Watershed Management										
Flood Forecasting & Operations										
Flood Forecasting & Warning Program	35,000	50,000	75,000	75,000	75,000	50,000	50,000	50,000	50,000	50,000
Dams and Channels Major Maintenance Projects:										
Scotch Block Dam	188,000	-	-	-	132,000	-	-	-	-	-
Hilton Falls Dam	246,000	-	-	-	-	103,000	-	-	-	-
Kelso Dam	-	-	-	-	-	103,000	-	-	-	25,000
Mountsberg Dam	-	-	-	-	-	-	-	-	116,000	-
Morrison-Wedgewood Channel	53,000	110,000	480,000	498,000	518,000	539,000	560,000	647,000	606,000	266,500
Other Dams and Channels	134,000	1,022,000	623,000	781,000	721,000	752,000	905,000	852,000	846,000	423,000
Dam Public Safety Projects	-	-	54,000	69,000	-	-	-	-	-	-
	656,000	1,182,000	1,232,000	1,423,000	1,446,000	1,547,000	1,515,000	1,549,000	1,618,000	764,500
Watershed Strategies & Climate Change										
Watershed Strategies & Climate Change	80,000	82,000	84,000	86,000	88,000	90,000	92,000	94,000	96,000	98,000
	80,000	82,000	84,000	86,000	88,000	90,000	92,000	94,000	96,000	98,000
Total Natural Hazards & Watershed Management	736,000	1,264,000	1,316,000	1,509,000	1,534,000	1,637,000	1,607,000	1,643,000	1,714,000	862,500

FORECAST 2024 - 2033

2024 PRELIMINARY CAPITAL BUDGET

Conservation Halton WMSS Capital Expenditures	Ten Year Capital Expenditures and Funding Budget & Forecast - Watershed Management & Support Services									
	2024 Preliminary	2025	2026	2027	2028	2029	2030	2031	2032	2033
Permitting & Planning										
Flood Plain Mapping (Updates; 2027 & on ongoing maintenance)	500,000	525,000	240,000	100,000	102,000	104,000	106,000	108,000	110,000	112,000
Total Permitting & Planning	500,000	525,000	240,000	100,000	102,000	104,000	106,000	108,000	110,000	112,000
Conservation Lands & Recreation (Land Management)										
Watershed Implementation Plan	-	-	-	75,000	75,000	100,000	100,000	100,000	100,000	100,000
Spongy / LDD Moth Management	100,000	-	-	-	-	-	-	-	-	-
Emerald Ash Borer (EAB) Management	834,000	794,000	794,000	-	-	-	-	-	-	-
Conservation Halton Foundation funded projects	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Property Management Projects	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	-
Total Conservation Lands & Rec. (Land Mgmt)	1,084,000	944,000	944,000	225,000	225,000	250,000	250,000	250,000	250,000	200,000
Total Capital Expenditures - WMSS	4,826,921	3,232,468	2,981,095	2,240,633	2,334,679	2,365,436	2,545,913	2,500,074	2,622,101	1,646,408

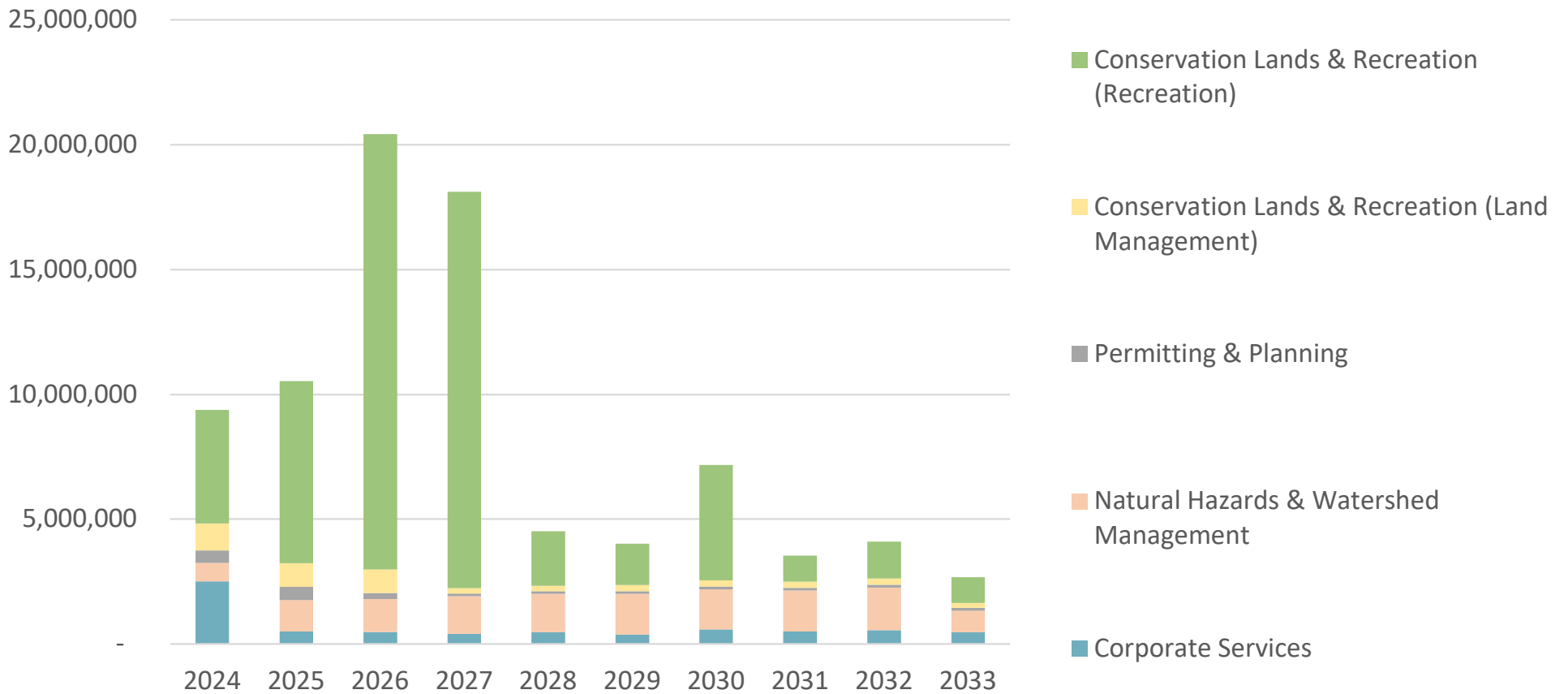
FORECAST 2024 - 2033

2024 PRELIMINARY CAPITAL BUDGET

Conservation Halton Conservation Lands & Recreation (Recreation) Capital Expenditures	Ten Year Capital Expenditures and Funding Budget & Forecast - Conservation Lands & Recreation (Recreation)									
	2024 Preliminary	2025	2026	2027	2028	2029	2030	2031	2032	2033
Capital Expenditures Conservation Lands & Recreation (Recreation)										
Expenditures funded by capital reserve:										
Vehicle and equipment replacement	252,306	239,000	196,500	69,500	153,500	88,500	284,500	51,500	141,500	170,000
Facility and Infrastructure Major Maintenance	2,170,000	1,445,000	475,000	385,000	830,000	455,000	30,000	30,000	530,000	600,000
Ski/Snowboarding Capital Expenditures	385,000	1,135,000	645,000	2,795,000	1,070,000	1,025,000	4,200,000	875,000	725,000	175,000
Park Master Plans	-	-	50,000	50,000	50,000	-	-	-	-	-
Program Rates & Fees Review										
Information Technology Infrastructure	113,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Subtotal Capital Expenditures Conservation Areas	2,920,306	2,899,000	1,446,500	3,379,500	2,183,500	1,648,500	4,594,500	1,036,500	1,476,500	1,025,000
Developer Contribution Reserve Projects										
Projects partly funded by Development Contribution Reserve collected by Region of Halton:										
Kelso Recreation and Trail Centre	185,000	900,000	12,500,000	12,500,000						
Crawford Lake Visitor Centre and Education Facility	362,500	3,500,000	3,500,000							
Crawford Lake Boardwalk	1,200,000									
Park projects funded by grants & CH Foundation (including										
Subtotal Costs - Developer Contribution Resreve Projects	1,747,500	4,400,000	16,000,000	12,500,000	-	-	-	-	-	-
Total Conservation Lands & Recreation (Recreation) Capital Expenditures	4,667,806	7,299,000	17,446,500	15,879,500	2,183,500	1,648,500	4,594,500	1,036,500	1,476,500	1,025,000
Funding - Developer Contribution Reserve Projects										
Developer Contribution Reserve - Region of Halton	1,747,500	2,056,300	12,972,100	3,524,100						
Interest on Developer Contribution Reserves - estimate		593,700	527,900					-	-	-
Debt financing				6,475,900						
Conservation Halton Foundation & Other Funding		1,750,000	2,500,000	2,500,000	-	-	-	-	-	-
Subtotal Funding-Developer Contribution Reserve Projects	1,747,500	4,400,000	16,000,000	12,500,000	-	-	-	-	-	-
Funding - Capital Expenditures Conservation Lands & Recreation (Recreation)										
Conservation Halton Foundation & Other Funding	650,000	263,000	276,000	290,000	305,000	320,000	336,000	353,000	371,000	390,000
Transfer from Reserves	2,270,306	2,636,000	1,170,500	3,089,500	1,878,500	1,328,500	4,258,500	683,500	1,105,500	635,000
Total Conservation Lands & Recreation (Recreation) Capital Funding	4,667,806	7,299,000	17,446,500	15,879,500	2,183,500	1,648,500	4,594,500	1,036,500	1,476,500	1,025,000

FORECAST 2024 - 2032

2024 PRELIMINARY CAPITAL BUDGET



2024 PRELIMINARY BUDGET: **MUNICIPAL FUNDING**



2024 PRELIMINARY BUDGET: MUNICIPAL FUNDING

Municipal Funding	2024 Preliminary Budget	2024 Municipal Funding	2023 Municipal Funding	Municipal Funding Increase
Operating (excl. SOGR levy)	\$39,946,338	\$11,028,848	\$10,376,835	6.3%
Capital	9,494,727	145,000	382,000	-62.0%
State of Good Repair (SOGR)	49,441,065	11,173,848	10,758,835	3.9%
Levy - Dams & Channels; Facilities	599,600	599,600	540,000	11.0%
Total	\$50,040,665	\$11,773,448	\$11,298,835	4.2%

2024 PRELIMINARY MUNICIPAL APPORTIONMENT

Municipal funding is apportioned to the Region of Halton, City of Hamilton, Region of Peel and Township of Puslinch according to Ontario Regulation 402/22.

Apportionment refers to the proportion of funding allocated to the municipalities within the Conservation Halton watershed. The municipal apportionment percentages are provided annually to Conservation Authorities by the Ontario Ministry of Natural Resources and Forestry.

Conservation Halton apportions Category 1 and Category 2 costs as defined in the Conservation Halton Programs & Services Inventory costs. Costs are apportioned on the basis of the benefit derived or to be derived by each participating municipality determined by

calculating the ratio that each participating municipality's current value assessment modified for the area of the municipality that lies within the watershed to the total modified current value assessment in the Conservation Halton watershed.

Memorandums of Understanding (MOU's) with participating municipalities for Category 2 costs will allow for continued apportionment of these costs as services provided by Conservation Halton through the MOU. There is no municipal funding in the 2024 preliminary budget for Category 3 Programs & Services.

The 2024 preliminary apportionment is based on 2023 apportionment percentages. Updated current value assessment data and apportionment will be received from the province in September 2023.

Municipality:	2024 Apportionment (%)	2024 Municipal Funding (\$)	2023 Apportionment (%)	2023 Municipal Funding (\$)	% Increase
Region of Halton	87.9192%	\$10,351,122	87.9192%	\$9,933,846	4.2%
City of Hamilton*	7.1961%	\$847,229	7.1961%	813,075	4.2%
Region of Peel	4.6664%	\$549,396	4.6664%	527,249	4.2%
Township of Puslinch	0.2183%	\$25,701	0.2183%	24,665	4.2%
	100%	\$11,773,448	100%	\$11,298,835	

2024 PRELIMINARY MUNICIPAL FUNDING FORECAST

The annual increases in the forecast will ensure funds are available to meet both current and future programming and organizational needs.

Conservation Halton staff will continue to work with regional staff during the budget process on mitigating the annual increase to be within the regional guidelines.

	BUDGET				
	2024 Preliminary	2025	2026	2027	2028
Municipal Funding					
Operating	\$ 11,028,848	\$ 11,380,361	\$ 11,824,192	\$ 12,094,924	\$ 12,497,724
Capital	\$ 145,000	\$ 252,000	\$ 252,000	\$ 459,000	\$ 555,000
Municipal Funding - Total excluding SOGR Levy	\$ 11,173,848	\$ 11,632,361	\$ 12,076,192	\$ 12,553,924	\$ 13,052,724
State of Good Repair (SOGR) Levy	\$ 599,600	\$ 667,000	\$ 743,700	\$ 830,600	\$ 929,600
Municipal Funding - Total including SOGR Levy	\$ 11,773,448	\$ 12,299,361	\$ 12,819,892	\$ 13,384,524	\$ 13,982,324
% Change	4.2%	4.5%	4.2%	4.4%	4.5%

2024 PRELIMINARY BUDGET: CA ACT P&S INVENTORY

	Key Service Areas	Total Expenses (\$)	Program Revenue	Provincial Funding	Other	Internal Chargeback Recoveries	Reserve Funding	Municipal Funding	Total Revenues (\$)
CAT 1	Natural Hazards & Watershed Management	8,687,292	1%	9%	34%	11%	6%	39%	100%
	Permitting & Planning	5,617,089	57%	0%	19%	1%	0%	23%	100%
	Conservation Lands - Forestry & Land Management	5,673,931	3%	2%	49%	8%	12%	26%	100%
	Conservation Lands - Parks & Recreation	1,407,240	100%	0%	0%	0%	0%	0%	100%
	Corporate Administration & Operations	7,506,587	2%	0%	1%	21%	7%	69%	100%
	Total Category 1	28,892,139	4,992,144	920,820	6,860,753	3,068,359	1,747,998	11,302,066	28,892,139
CAT 2	Natural Hazards & Watershed Management	105,326	1%	0%	0%	3%	0%	96%	100%
	Conservation Lands - Education & Awareness	1,976,601	76%	0%	4%	0%	1%	19%	100%
	Total Category 2	2,081,927	1,499,942	-	85,000	3,003	22,600	471,382	2,081,927
CAT 3	Natural Hazards & Watershed Management	317,750	0%	0%	100%	0%	0%	0%	100%
	Conservation Lands - Forestry & Land Management	3,870,387	0%	0%	90%	5%	5%	0%	100%
	Conservation Lands - Parks & Recreation	14,655,461	78%	0%	0%	0%	22%	0%	100%
	Corporate Administration & Operations	223,000	0%	0%	0%	100%	0%	0%	100%
	Total Category 3	19,066,599	11,442,461	-	3,800,003	415,529	3,408,605	-	19,066,599
	Total Programs and Services	50,040,665	17,934,547	920,820	10,745,756	3,486,891	5,179,203	11,773,448	50,040,665

2024 P&S Inventory Summary:

- 58% of the 2024 budget is Category 1 P&S
- 96% of the 2024 base municipal levy is allocated to Category 1 P&S
- 61% of Category 1 P&S in the 2024 budget are funded by self generated revenue, grants, internal chargeback recoveries and reserves.

2024 PRELIMINARY BUDGET: RESERVES



RESERVES

Conservation Halton Reserves	Projected Reserves Balance Dec 31, 2023	Contribution from Surplus	State of Good Repair Levy	Contribution to Capital Projects	Contribution to Operating Expenses	Projected Reserves Balance Dec 31, 2024
Watershed Management & Support Services						
Vehicle and Equipment	\$ 557,273			\$ (224,921)		\$ 332,352
Building	832,504			(500,000)		332,504
Building - State of Good Repair	403,920		183,900	(222,000)		365,820
Watershed Management Capital - Municipal Funds and Self-Generated Funds	1,395,079		415,700	(310,500)		1,500,279
Watershed Management & Support Services Stabilization	1,057,212			(80,000)	(100,000)	877,212
Capital Projects - Debt Financing Charges	518,146					518,146
Digital Transformation	285,700			-		285,700
Legal - Planning & Watershed Management	841,995				(100,000)	741,995
Legal - Corporate	200,000					200,000
Water Festival	169,334			-	(13,600)	155,734
Land Securement	141,239					141,239
Property Management	1,012,642			(100,000)		912,642
Stewardship and Restoration	306,888				(56,500)	250,388
Conservation Areas						
Capital	3,099,958	1,299,163		(2,270,306)		2,128,815
Stabilization	1,146,490					1,146,490
Total Reserves	\$ 11,968,380	\$ 1,299,163	\$ 599,600	\$ (3,707,727)	\$ (270,100)	\$ 9,889,316

RESERVES CONTINUITY

Conservation Halton	Projected 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Watershed Management & Support Services Reserves											
Legal - Planning & Watershed Management Transfer from Reserve	\$ 941,995 (100,000)	841,995 (100,000)	741,995 (100,000)	641,995 (100,000)	541,995 (100,000)	441,995 (100,000)	341,995 -	341,995 -	341,995 -	341,995 -	341,995 -
Legal - Planning & Watershed Management	\$ 841,995	\$ 741,995	\$ 641,995	\$ 541,995	\$ 441,995	\$ 341,995	\$ 341,995	\$ 341,995	\$ 341,995	\$ 341,995	\$ 341,995
Legal - Corporate	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Water Festival Transfer from Reserve	\$ 179,334 (10,000)	\$ 169,334 (13,600)	\$ 155,734 (10,000)	\$ 145,734 (10,000)	\$ 135,734 (10,000)	\$ 125,734 (10,000)	\$ 115,734 -	\$ 115,734 -	\$ 115,734 -	\$ 115,734 -	\$ 115,734 -
Water Festival	\$ 169,334	\$ 155,734	\$ 145,734	\$ 135,734	\$ 125,734	\$ 115,734	\$ 115,734	\$ 115,734	\$ 115,734	\$ 115,734	\$ 115,734
Land Securement Transfer to Reserve - Reserve funding (municipal)	\$ 116,239 25,000	\$ 141,239 -	\$ 141,239 -	\$ 141,239 -	\$ 141,239 -	\$ 141,239 -	\$ 141,239 -	\$ 141,239 -	\$ 141,239 -	\$ 141,239 -	\$ 141,239 -
Land Securement	\$ 141,239	\$ 141,239	\$ 141,239	\$ 141,239	\$ 141,239	\$ 141,239	\$ 141,239	\$ 141,239	\$ 141,239	\$ 141,239	\$ 141,239
Property Management Transfer from Reserve	\$ 1,112,642 (100,000)	\$ 1,012,642 (100,000)	\$ 912,642 -	\$ 912,642 -	\$ 912,642 -	\$ 912,642 -	\$ 912,642 -	\$ 912,642 -	\$ 912,642 -	\$ 912,642 -	\$ 912,642 -
Property Management	\$ 1,012,642	\$ 912,642	\$ 912,642	\$ 912,642	\$ 912,642	\$ 912,642	\$ 912,642	\$ 912,642	\$ 912,642	\$ 912,642	\$ 912,642
Stewardship & Restoration Transfer to (from) Reserve	\$ 439,051 (132,163)	\$ 306,888 (56,500)	\$ 250,388 (20,000)	\$ 230,388 (20,000)	\$ 210,388 (20,000)	\$ 190,388 (20,000)	\$ 170,388 -	\$ 170,388 -	\$ 170,388 -	\$ 170,388 -	\$ 170,388 -
Stewardship and Restoration	\$ 306,888	\$ 250,388	\$ 230,388	\$ 210,388	\$ 190,388	\$ 170,388	\$ 170,388	\$ 170,388	\$ 170,388	\$ 170,388	\$ 170,388
Conservation Areas											
Stabilization	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490
Transfer to Reserve - target balance	-	-	-	-	-	-	-	-	-	-	-
Stabilization	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490	\$ 1,146,490
Capital	5,015,734	3,099,958	2,128,815	1,022,579	1,231,474	195,040	433,301	1,864,932	693,153	3,443,340	6,140,000
Transfer to Reserve - Operating Surplus	427,337	1,299,163	1,529,764	1,379,395	2,053,067	2,116,761	2,760,131	3,086,721	3,433,687	3,802,161	4,193,231
Transfer from Reserve - Capital expenditures	(2,343,113)	(2,270,306)	(2,636,000)	(1,170,500)	(3,089,500)	(1,878,500)	(1,328,500)	(4,258,500)	(683,500)	(1,105,500)	(635,000)
Capital	\$ 3,099,958	\$ 2,128,815	\$ 1,022,579	\$ 1,231,474	\$ 195,040	\$ 433,301	\$ 1,864,932	\$ 693,153	\$ 3,443,340	\$ 6,140,000	\$ 9,698,231
TOTAL RESERVES	\$ 11,968,380	\$ 9,889,316	\$ 8,324,612	\$ 8,380,612	\$ 7,087,145	\$ 7,155,827	\$ 8,683,622	\$ 7,443,630	\$ 10,166,943	\$ 12,824,202	\$ 16,906,675

momentum

GREEN • RESILIENT • CONNECTED

THANK YOU

Diversity and Inclusion

We endeavor to understand, accept and appreciate the value of our differences and encourage authenticity.

Learning and Innovation

We embrace the need for continuous improvement, the opportunity to learn from others and the benefits of sharing knowledge.

Person-Centered Service

We make people a priority through customer-centred engagement, proactive problem-solving and high-quality service.

Collaboration

We seek out and trust in the skills, expertise and experience of others in order to achieve our common ambition.

Sustainability

We consider the environmental impact of everything we do and always keep future generations in mind when making decisions.

Integrity

We make decisions with accountability, transparency and a strong sense of personal responsibility for our choices and actions.

Resilience

We are positive and proud of our ability to quickly and effectively respond to change.

REPORT TO: Conservation Halton Board

REPORT NO: # CHB 05 23 04

FROM: Mark Vytvytskyy, Chief Operating Officer

DATE: June 22, 2023

SUBJECT: Developer Contribution Reserve Projects

Recommendation

THAT the Conservation Halton Board **approves the the Crawford Lake Interpretive and Education Centre Developer Contribution Reserve (DCR) project as a priority project as recommended by the Finance & Audit Committee at their June 9, 2023 meeting**

And

THAT the Conservation Halton Board **approves the funding for the Crawford Lake Interpretive and Education Centre from the DCR funds held by Halton Region as recommended by the Finance & Audit Committee at their June 9, 2023 meeting**

And

THAT Conservation Halton Board **approves the closing of the Kelso/Glen Eden Water/Wastewater DCR Project as recommended by the Finance & Audit Committee at their June 9, 2023 meeting**

And

THAT the **Conservation Halton Board directs staff to further investigate the feasibility of the Kelso/Glen Eden Recreation Centre project as recommended by the Finance & Audit Committee at their June 9, 2023 meeting.**

Executive Summary

In 2012, Halton Region collected approximately \$18M to fund projects in Conservation Halton (CH) Parks. The projects had to meet the following criteria:

- Projects must be of existing services/programs
- Projects must be needed due to population growth within Halton Region
- Projects must align with approved Master Plans

A list of priority projects was completed with 3 main projects identified as top priority:

- Kelso/Glen Eden Water/Wastewater
- Kelso/Glen Eden Recreation Centre

- Crawford Lake Interpretive and Education Centre

Business cases for these projects were presented and approved by the CH Board in 2017 and included in the 2018 budget. However, since then, staff have conducted further reviews to explore additional options and opportunities.

Crawford Lake Boardwalk

In 2019, a grant opportunity allowed CH to successfully apply for a grant for the replacement of the current boardwalk at Crawford Lake. The business case was approved by the Board and included in the 2022 budget at a total cost of \$2,280,000. This project was added as a priority to the DCR project list.

Crawford Lake Interpretive and Education Centre

Due to a high waitlist for educational programming and the aging condition of the current building, the Crawford Lake Interpretive and Education Centre remains a priority. This project was already included in the 2014 Master Plan. A business case (see Appendix 1) and feasibility study have been completed, and the project is intended to be funded through the Developer Contribution Reserve. Staff will continue to seek grants to support the project's funding.

In 2023, VG Architects was engaged to provide a feasibility study for the project. The study aligns with the 2014 Crawford Lake Master Plan which called for:

- Improvements to the Visitor Centre: A renewed and renovated visitor centre which will enhance overall customer experience and flow as well as better utilize the existing spaces to provide room for future programming growth. This will allow us to leverage opportunities to expand our existing events offerings with a focus on developing and strengthening genuine and respectful relationships with our Indigenous partners. The facility will utilize green building techniques to house visitor services, an auditorium for school groups, new retail and food services offerings, improved accessibility including barrier-free washrooms, improved staff spaces, and the facility will be reoriented to improve the connection to the parking lot.
- Boardwalk Replacement: The boardwalk has reached the end of its lifespan. Portions of the boardwalk have been closed to the public due to safety hazards, while other areas remain open but are not compliant with AODA guidelines. The boardwalk's narrow width, gaps in surfacing, open railings, and steep slopes require a redesign to meet AODA standards and the needs of our customers while providing unique experiences for visitors to engage with a world-class UNESCO heritage site.

Kelso/Glen Eden Water/Wastewater

After conducting studies and further discussions with the Ministry of the Environment, CH received permission for future water and wastewater systems to be built on the property. This eliminates the need to have municipal systems built to meet the requirements of Kelso/Glen Eden.

Kelso/Glen Eden Recreation Centre

Feasibility studies for a new recreation centre at Kelso/Glen Eden have been completed. However, further scoping and infrastructure assessments are necessary. Business case and feasibility study findings will be presented at a later date.

Report

As noted above, the Crawford Lake Interpretive and Education Centre has remained a priority project.

The feasibility study noted that the building has several deficiencies that include outdated mechanical and electrical systems, poor energy efficiency, lack of barrier-free accessibility and failure to meet the current Ontario building code. The report included Class D pricing estimates as well as renderings and proposed floor plans. The building construction costs are estimated to be \$6.7M. The new building will include passive house design, be remodeled to be barrier free (including an elevator), a new exhibit space, an updated auditorium, and new classroom spaces.

The Crawford Lake Interpretive and Education Centre Business Case has been attached. The business case sets the foundation for the future of the site with a modern facility that meets the deficiencies listed in the feasibility report. Visitation is expected to increase by 5% which will impact various levels of funding to support the programs at the park.

The improved facilities related to the new Education and Interpretive Centre and Boardwalk present the opportunity for the following revenue streams:

- A. Increased school revenue through permanent exhibits that open the park up to programs that do not rely on the Longhouse Village, which is fully booked at present with a considerable wait list. Programs related to Indigenous ecological knowledge and the proposed Anthropocene Epoch research could be offered with appropriate exhibits in place.
- B. Increased local tourism gate revenue from September to June.
- C. Increased gate and giftshop/food services revenue from improved summer tourism based on engaging permanent exhibits, enhanced gift shop, and food services.
- D. Third Party Site Rentals (i.e., conferences, weddings).



Impact on Strategic Goals

This report supports the following strategic goals:

Nature and Parks

- Grow our network of parks and greenspaces to promote equitable access and provide unique experiences that connect people with nature and heritage
 - Develop and implement a new vision for CH Park spaces and infrastructure to ensure optimization of resources.

Education, Empowerment and Engagement

- Inspire action by fostering an appreciation of our environment and heritage through leading edge educational programming and outdoor experiences with the environment
 - Build community awareness and support by demonstrating the value and impact of our programs and services
 - Provide learning opportunities and recreation programming of the highest quality by leveraging current research, cross-sector collaboration, and smart technologies

Financial Impact

The Crawford Lake Interpretive and Education Centre is expected to cost approximately \$6.7M, with funding sourced from the Developer Contribution Reserve. In the 2024 preliminary budget, \$362,500 is allocated for further facility scoping, cost certainty and preliminary design. Construction costs for this project are expected to be included in the 2025 and 2026 capital budgets.

A business case is included as an appendix to this report. Conservative projections estimate that an increase from \$228,940 to \$573,350 in revenues could be expected, attributed to additional visitation and expanded programming capacity.

Signed & respectfully submitted:



Mark Vytvytskyy
Chief Operating Officer

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Craig Machan, Director, Parks & Operations

cmachan@hrca.on.ca

Crawford Lake Interpretive & Education Centre and Boardwalk Business Case

May 2023

Executive Summary

This report is submitted in support of the construction of an Interpretive and Education Centre and upgrading the Boardwalk at Crawford Lake Conservation Area, as supported by the current park Master Plan. Within this document is an evaluation of relevant financial, environmental, planning, and business considerations associated with the implementation of this project.

Background Information

Crawford Lake Conservation Area features spectacular natural and cultural heritage. As part of the UNESCO World Biosphere Reserve, Crawford Lake features a 500-year-old Ontario Heritage designated Longhouse Village, a rare meromictic lake, innovative programming, high customer service delivery standards, and efficient operations management. Roughly 90% of Crawford Lake's revenue is generated from user fees with the remaining 10% being funded from the Municipal Operating Levy for non-recreational education programs only.

As outlined in the current Crawford Lake Master Plan, the existing visitor centre, boardwalk, and ancillary facilities at Crawford Lake Conservation Area do not support the current requirements for excellence in education and programming as envisioned in Metamorphosis 2020 and reconfirmed in Momentum 2024. Constructed in 1983, the current visitor centre and boardwalk do not meet the demands and expectations of daily visitors, school groups, and destination tourism.

Total visitation for Crawford Lake was 20,040 in 1983, 107,543 in 2016 and 132,787 in 2022. Due to the high growth in numbers of school groups attending educational programs, there has been increased demand on all the facilities/infrastructure at the park. For example, the existing facilities are heavily used at peak times by school groups allowing little availability of facilities and programming for other visitors at these times. With 8 buses arriving daily and 100 students in the auditorium at peak capacity during the school season, the existing facility has been working beyond its intended capacity for many years. A larger and more well-laid out facility can help to expand opportunities for school programming, which will in turn reach more students.

Group and tourism usage during evenings, weekends, and holidays is underserved and creates a variety of ongoing visitor service, programming, and operational challenges, while also limiting the ability of Crawford Lake to meet its budgeted financial expectations which are largely user-fee generated. There is the opportunity for expansion through investment in modern facilities combined with aligned program development.

Arrival at Crawford Lake is via the main entrance from Conservation Road, off Guelph Line. Two parking and drop off locations exist. Primary parking occurs in the upper lot and secondary at the lower parking lot. The main destinations at Crawford Lake are the Iroquoian Village; the Visitor Centre; and the Boardwalk.

Project Description

To provide an opportunity to address the above noted challenges, the 2014 Crawford Lake Master Plan, approved by the Niagara Escarpment Commission along with staff input, calls for:

- Improvements to the Visitor Centre: A renewed and renovated visitor centre which will enhance overall customer experience and flow, as well as better utilize the existing spaces to provide room for future programming growth. This allows us to leverage opportunities to expand our existing events offerings with a focus on developing and strengthening genuine and respectful relationships with our Indigenous partners. The facility will utilize green building techniques to house visitor services, an auditorium for school groups, new retail and food services offerings, improved accessibility including barrier-free washrooms, improved staff spaces, and the facility will be reoriented to improve the connection to the parking lot.
- Boardwalk Replacement: The boardwalk, which encircles the meromictic lake and features interpretive signage, lookout points, and seating areas, has reached the end of its lifespan. Portions of the boardwalk have been closed to the public due to safety hazards, while other areas remain open but are not compliant with AODA guidelines. The boardwalk's narrow width, gaps in surfacing, open railings, and steep slopes require a redesign to meet AODA standards and the needs of our customers while providing unique experiences for visitors to engage with a world-class UNESCO heritage site.

The construction of an Education and Interpretive Centre and upgrading the Boardwalk at Crawford Lake Conservation Area have been identified as a priority capital development project for the Conservation Halton Parks system. A Board Report, supported in principle by the Conservation Halton Board and prepared by senior staff, indicates that this project take priority for funding to be provided through Developer Contribution Reserve funding collected by Halton Region on behalf of Conservation Halton.

Business Objective and Financial Benefits

The key business objectives for the construction of an Education and Interpretive Center and upgrading the Boardwalk at Crawford Lake are increased park visitation through improved accessibility for diverse audiences and retention of existing audiences. The proposed facilities will increase park visitation through the following four pathways:

- A. The first pathway is to improve access for underserved communities, such as those who are disabled and new Canadian communities. Current park facilities do not provide a satisfactory experience for these communities and consequently limit visitation from these sources of local tourism. Barriers include physical and communication gaps for people

with disabilities, and a lack of multilingual exhibits and signage for our diverse community. These deficits represent barriers not only to the people experiencing them, but also to those who would attend with them. Seniors bus tours, for example, will choose not to attend if several patrons on the bus cannot safely access the facilities and attractions.

- B. The second pathway is to create a space that builds on Crawford Lake's nascent attraction for international and out-of-region tourists. There is growing interest in the park from this sector with people from over 63 different countries choosing to visit during the summer of 2022. At present, these individuals find the park through local connections looking to expose guests to Indigenous history or what they perceive to be a unique Canadian experience. Visitor feedback indicates that this experience is of value to international tourists and with improved facilities, including high-quality permanent exhibits, food services, and a gift shop, we anticipate increased interest from this sector. With school programs on hiatus during the summer months, this sector would boost visitation during a time when the park has much room to grow.

These facilities would also help the site remain attractive to local and out of region tourists during the school season by ensuring adequate separate facilities for both the schools and general park guests.

- C. The third pathway is to provide a space that is suitable for mid-scale third party events. There has been increased interest from third parties for use of the park for conferences and events. Current facilities cannot accommodate a gathering of up to 100 individuals for a keynote address with rooms for breakout sessions. Based on interest demonstrated over the past five years, we anticipate at least one large event to take place at the park per year, with room to grow. This objective combined with the investment in tourism would help insulate the park from changes to the education sector that affect field trips, such as work stoppages or complications with bussing, which can be financially devastating.
- D. Finally, the fourth pathway is retention and growth of Crawford Lake's significant school presence. Curriculum-linked programming is Crawford Lake's single most significant product/service and improvements to the Education and Interpretive Centre and Boardwalk will ensure the park continues to meet the needs of the education sector well into the future. Current facilities are a barrier for students with physical special needs as washroom facilities do not meet the safety standard provided by school settings, where teachers and students have separate spaces and children have access to gender neutral bathrooms.

Undertaking these priority projects will provide a renewed and fresh vision for our park spaces and infrastructure to ensure optimization of resources and contribute to our sustainability, which directly aligns with Momentum 2024. Growing and updating our network of parks, greenspaces, and facilities helps to promote equitable access and provides unique experiences that connect people with nature for a growing population.

Revenue Generation

Crawford Lake relies on user fee revenue to fund most operational and all capital budgets. The following streams represent the current financial foundation of the park:

- A. School Programs: When operating at full capacity, Crawford Lake interpretive program fees account for approximately \$460,000 per year.
- B. Gate Fees: Gate fees account for approximately \$321,000, not accounting for annual pass revenue which would also be positively impacted by these works.

The improved facilities related to the new Education and Interpretive Centre and Boardwalk present the opportunity for the following revenue streams:

- A. Increased school revenue through permanent exhibits that open the park up to programs that do not rely on the Longhouse Village, which is fully booked at present with a considerable wait list. Programs related to Indigenous ecological knowledge and the proposed Anthropocene Epoch research could be offered with appropriate exhibits in place.
- B. Increased local tourism gate revenue September to June.
- C. Increased gate and giftshop/food services revenue from improved summer tourism based on engaging permanent exhibits, enhanced gift shop, and food services.
- D. Third Party Site Rentals (i.e., conferences, weddings).

Change:	Cautious	Moderate	Optimistic
Increased Visitation	+2%, 2000 new visits, \$17,740 at current rate	+5%, 5000 new visits, \$44,350 at current rate	+7.5%, 19500 new visits, \$172,965 at current rate
Increased Educational Programming	+2% = 700 more students, \$11,200 new revenues	+5% = 1750 more students, \$28,000 new revenues	+7.5% = 2625 more students, \$42,000 new revenues
Add On Revenues	+\$2.00 / guest = \$200,000 new revenues	+\$5.00 / guest = \$500,000 new revenues	+\$10.00 / guest = \$1,000,000 new revenues
TOTALS	\$228,940	\$572,350	\$1,214,965

Estimated Cost Savings from Building a New Facility

With the construction of an Education and Interpretive centre and upgrading the Boardwalk at Crawford Lake, there will be significant cost savings as it will be at least 15 years before any major upgrades will be needed to the new building.

According to Facility Condition Assessments prepared for the Facility Asset Management Plan (2019) the capital needs over the next 20 years were estimated at \$2.7M for this facility. The total estimated annual cost savings with the construction of a new facility would be \$135,000 over the next 20 years.

Estimated Facility Operating Costs

Based on CH historical data and industry standards, the per sq. ft. operating costs (i.e., \$14.54) of the existing facilities have been applied to the proposed building gross floor area (approx. 12,000 sq. ft.) to estimate the annual facility operating costs of approx. \$175,000.

Facility Maintenance & Renewal Costs

Based on CH historical data and industry standards, the annual facility maintenance and renewal costs have been estimated at 3% of facility construction costs and these costs would be incurred after year 15 of the facility lifespan.

Strategic Alignment

Renovation of the education and interpretive centre at Crawford Lake Conservation Area links directly with a key Priority identified in Momentum 2024:

Nature and Parks

- Grow our network of parks and greenspaces to promote equitable access and provide unique experiences that connect people with nature and heritage
 - Develop and implement a new vision for CH Park spaces and infrastructure to ensure optimization of resources.

Education, Empowerment and Engagement

- Inspire action by fostering an appreciation of our environment and heritage through leading edge educational programming and outdoor experiences with the environment
 - Build community awareness and support by demonstrating the value and impact of our programs and services
 - Provide learning opportunities and recreation programming of the highest quality by leveraging current research, cross-sector collaboration, and smart technologies

The addition of these facilities will also greatly increase the ability to meet Key Service and Conservation Targets identified in Metamorphosis 2020 and reconfirmed in Momentum 2024:

- Plan for 10-year capital needs with a sustainable financing strategy.
- Increase self-generated revenue by 5-10 percent annually.
- Reach an average customer satisfaction rate of 90 percent across all service areas.

Benefits

Visitation in 2016 was 107,543 and in 2022 it reached 132,787 which equates to approximately 3,606 new visitors each year for the past 7 years. A new refreshed facility provides an opportunity to accommodate more visitors and expand service offerings to new customers, including international and regional tourism, and provide more opportunities for the Indigenous community to gather.

For reference, Crawford Lake generates approximately \$800,000 (excluding annual pass sale allocation) annually in gross revenue.

As identified in Phase 3 of the Master Plan, the needs and opportunities of investing in built infrastructure required at Crawford Lake in an Interpretive and Education Centre and investing in upgrading the Boardwalk are unique. Currently, CH has engaged the services of the Ventin Group Architects Ltd. to conduct an Investigative Report which yielded the following principles:

- Ensure the building has a large auditorium for school groups and other events with a separate area for lunch. Staff, storage, and service space to be relocated to the lower level to provide front facing services on the main level e.g., gift shop, café, display space for exhibits and artifacts.
- Ensure the design considers the relationship to the exterior with covered outdoor areas, a new entrance, and a 'lookout' spot to help visitors orient themselves in the park. The building should be reoriented to improve connection to the parking and the park, and improve accessibility on multiple levels.
- Ensure the facility is unique to this site and speaks to the special natural and human history at Crawford Lake Conservation Area.
- Ensure the facility is large enough to accommodate future anticipated growth in visitation.
- Ensure the facility is flexible enough to accommodate a variety of programs, group sizes, and changes in venue type quickly.
- Ensure that the indoor and outdoor educational programs are closely linked and mutually supportive.
- Ensure that there is sufficient revenue generating space in the building, including rental spaces, gift shops, and support facilities such as a kitchen.
- Provide appropriate public support services and amenities for all group types and sizes.
- Engage LEED principles and utilize building strategies (such as green roof, solar panels, rainwater harvesting, low flow toilets, etc.) that can be used as part of the core environmental interpretive messaging.
- Provide a rational zoning of the facility to allow for public and non-public space as well as collection and non-collection spaces, thereby providing gallery quality security and environmental controls for only those areas where required.

- Ensure that the facility itself and related site programs create minimal impacts on the site relative to sensitive natural heritage areas, cultural heritage and archaeological zones, and the visual character of the site and landscape.

Key Risk Drivers

As an important component of the Conservation Halton budget and operations as a whole, failure to meet the financial expectations associated with Crawford Lake Conservation Area will have immediate and long-term impacts in a variety of ways, including:

- Decrease of Conservation Halton's ability to invest in new capital infrastructure in its parks, as supported within current Master Plans.
- Decrease of Conservation Halton's ability to reinvest in existing capital infrastructure within its parks, as supported within current Master Plans.
- Limiting of the ability for Crawford Lake to act as appropriate stewards of the Longhouse Village.
- Limitation of visitation and/or cutback on certain program and service offerings.
- Increase strain on the ability to fund internal chargebacks without underfunding other key budget lines.
- Failure to meet applicable code and regulatory requirements.

The above 6 items can also be defined as the top risks associated with not moving forward with this project.

Limitations

Archaeological: To support construction of this Interpretive and Educational Centre and depending on the extent of the renovation of the building and alterations to the site around the facility, an Archaeological Assessment according to the current Ministry of Tourism, Culture, and Sport Standards and Guidelines may be needed.

Financial: Meeting gross and net revenue expectations at Crawford Lake Conservation Area is difficult for a variety of reasons. Construction of an Interpretive and Education Centre and upgrading the Boardwalk will provide opportunity to mitigate, but not completely resolve, revenue generation challenges

Capacity: Crawford Lake experiences significant variation in levels of visitation. With at least 8 buses a day arriving to the site during the school season, the existing facility is working beyond its intended capacity. A larger, more well laid out facility can help to expand opportunities for school programming which will in turn reach more students. During the spring and fall months the facility reaches capacity on a regular basis, with weekend visitation being typically lower unless a special event is occurring. Winter and Summer months experience low visitation and may have the most immediate opportunity for growth. Capacity is determined and experienced in

a variety of ways including parking, program registration, point of access lineups, and facility space.

Weather: School visit, special event, and daily visitation at Crawford Lake are all significantly impacted when the weather is not favourable. Additions and improvements to facilities will not entirely remove this challenge and the financial impacts it creates.

Seasonality of Business: Growth in the recreation industry during the 'shoulder seasons' is very difficult with no quick or simple solution. Often this type of business growth is done with the purpose of maintaining year-round core staffing levels, maintaining awareness of parks programs and services, etc. 'Shoulder season' visitation should be invested in without straying far from the core business and have different financial expectations.

Competition: Although Crawford Lake is incredibly unique with its current and potential offerings, all forms of recreation and tourism provide competition to park business levels. However, history and nature of the site has the potential to create significant market differentiation.

Financial Accessibility: Crawford Lake, like any business, must ensure the cost for services meets the expectations of its customers. Increasing fees without investing in and/or improving services, programs, and operations can decrease customer confidence. This decrease in customer confidence can occur quickly and take significant periods of time to overcome. Despite the best of intentions, reinvesting in business offerings can create the need for increased fees that the customer may have preferred to avoid and tolerate existing service levels. For example, significantly increasing school visit fees to recoup investment costs will most likely decrease total school visitation; some students/schools may not be able to afford to visit.

Project Justification

Until recently, construction of an Interpretive and Education Centre and upgrading the Boardwalk at Crawford Lake Conservation Area has been a financially unrealistic endeavour. Significant competing priorities for infrastructure spending from user fee generated reserves has been a historical challenge. While investing in the new Deer Clan Longhouse, refurbishing the Wolf and Turtle Clan Longhouses, etc. has positively impacted the visitor experience, it has left no opportunity to invest in the facilities proposed in this report.

However, formal securement of Developer Contribution Reserve funds to be spent specifically on park infrastructure that is needed to accommodate population growth, will provide opportunity for these facilities to be constructed while meeting the investment needs outlined in the Parks 10 Year capital Plan and Parks Master Plans.

Also, it should be noted that Conservation Halton was successful in receiving a \$1.7M in funding from the Investing in Canada Infrastructure Program (ICIP) grant which kickstarted the Crawford Lake Boardwalk project. Additional funding will be needed to complete this project.

As outlined in the 2014 Crawford Lake Master Plan, Metamorphosis 2020, and reconfirmed in Momentum 2024, this infrastructure will provide direct opportunities to engage business strategies to:

- Increase self-generated revenue by 5-10% annually.
- Plan for long-term capital needs with a sustainable financing strategy.
- Promote ecotourism opportunities and economic potential of our Parks.
- Attract new customers and retain current customers to increase annual membership sales and member retention.
- Review program delivery costs, revenue generation and public value for all programs, process, and functions.
- Investigate new business models for our lands to generate new sources of revenue and increase operational efficiency.

Failure to invest in, design, and implement these facilities without special consideration of the unique cultural needs and opportunities of the varied stakeholders of Crawford Lake can have negative impacts on Conservation Halton's ability to achieve the organizational priorities listed above.

Implementation

Planning, permitting, design, funding, and logistical works associated with the construction of an Interpretive and Education Centre and upgrading the Boardwalk at Crawford Lake will require significant use of internal and external resources.

Ongoing works include:

Planning, Permitting and Timeline:

- Approval, in principle, by the Conservation Halton Board identifying construction of an Interpretive and Education Centre and upgrading the Boardwalk at Crawford Lake as a priority project.
- The current Crawford Lake Master Plan has been endorsed by the Ministry of Natural Resources and Forestry and the Niagara Escarpment Commission.
- Conservation Halton has engaged the services of Ventin Group Architects Ltd. for an Investigative Report to produce preliminary concept designs and high-level budgeting for the construction of a new Interpretive and Education Centre at the Crawford Lake Conservation Area as a starting point to unlock Halton Region Developer Contribution Reserve funding to kick off future phases of this project.
- Conservation Halton has engaged the services of WSP Ltd. for a Concept Study to produce preliminary concept designs and high-level budgeting for the construction of a new Boardwalk around the lake at the Crawford Lake Conservation Area as a starting point to unlock Halton Region Developer Contribution Reserve funding to kick off future phases of this project.

- This project is anticipated to occur over a multi-year span. At the beginning we will be primarily focused on planning, permitting, regulatory, and cost certainty requirements. Subsequent years are anticipated to be the commencement and completion of physical works.
- Current scheduling projections anticipate detailed design, permit, tender and construction documents could take about 12 to 24 months with construction taking at least 12 to 16 months to complete. Earliest completion date is forecasted for Spring/Summer 2026 with operational readiness by late Summer/early Fall 2026.

Funding & Budgeting:

- Project funding to be a combination of Halton Region Developer Contribution Reserve funding, grants, and fundraising. Formalization of Developer Contribution Reserve funding processes is through the annual budget process.
- Crawford Lake 2024 preliminary budget Ten Year Capital Forecast updated to include this priority project.
- The Conservation Halton Board has endorsed, in principle, construction of this Interpretive and Education Centre and upgrading the Boardwalk as a priority project to be funded by the Developer Contribution Reserve funds.
- A Concept Study by WSP Ltd. has yielded an upgraded Boardwalk at \$3.5M including an increased contingency allowance. \$1.7M in funding from the Investing in Canada Infrastructure Program (ICIP) grant will be used towards this project. The remaining \$1.8M will be funded through the Developer Contribution Reserve.
- An Investigative Report by Ventin Group Architects Ltd. has yielded a building between 11,000 to 12,000 sq. ft. at the estimated cost of \$6.75M.
- Funding schedule based on approximate timing of capital costs

Location	Project	2023	2024	2025	2026
Crawford Lake	CL Welcome Centre & Gathering Place	\$ 230,000	\$ 362,500	\$ 3,500,000	\$ 3,500,000
	Crawford Lake Boardwalk Replacement	\$ 300,000	\$ 3,100,000	\$ -	\$ -

Logistical:

- During the construction phase, it is anticipated there may be some impact to operations. However, the intention is to keep the sites open to the public which may involve using temporary structures and/or the relocation of existing services to accommodate visitors' needs. The goal is to reduce the impact on revenue and customer experience.

Next Steps

Previously, one major barrier has existed pertaining to the construction of an Interpretive and Education Centre and upgrading the Boardwalk at Crawford Lake, and that was the availability of funding. As this barrier is being removed with the collection of Developer Contribution Reserve funds, four immediate actions should occur:

- 1) Work with the Region of Halton to approve DCR funding through the annual budget process.
- 2) Engagement of a specific project management team that will consist of internal staff members with external resources as required. An immediate first action of this team will be to build cost certainty around the full scope of design and construction of these structures.
- 3) Engagement of internal and external resources to provide a detailed risk analysis, return on investment projections, revenue projections analysis, projected operating budget, and Asset Management plan compliance.
- 4) Formal approval/endorsement by the Conservation Halton Board for staff to take the necessary steps for the construction of an Interpretive and Education Centre and complete the upgrade of the Boardwalk at Crawford Lake Conservation Area.

REPORT TO: Conservation Halton Board

REPORT NO: # CHB 05 23 05

FROM: Marnie Piggot, Director Finance

DATE: June 23, 2023

SUBJECT: Budget Variance Report for the Period Ended April 30, 2023 and 2023 Projected Year End Amounts

Recommendation

THAT the Conservation Halton Board **approve the closing of the transfer of \$300,000 from the Watershed Management and Support Services Stabilization Reserve for potential increased legal expenses and Bill 23 impacts previously approved at March Board meeting;**

AND

THAT the Conservation Halton Board **approves the closing of and changes to the capital project amounts noted on the Capital Project Summary Financial Appendix and associated transfers from reserves noted on the Reserve Continuity table;**

AND

THAT the Conservation Halton Board **receive for information the staff report dated June 22, 2023 on the Budget Variance Report for the period ended April 30, 2023 and 2023 Projected Year End Amounts.**

Executive Summary

An operating surplus for 2023 of \$3,250,672 is projected in the attached Budget Variance Report Financial Appendix (Appendix A) and is summarized in the revenue and expense table below for the period ended April 30, 2023. Projected year end amounts are based on conservative estimates by staff for the remainder of the year. The projected surplus is a favourable increase of \$2,823,334 compared to the budgeted surplus of \$427,337.

The surplus is primarily driven by a favourable Conservation Areas projected surplus totalling \$2,320,312. With a full Glen Eden winter ski season completed for fiscal 2023 and the lessened impact of COVID measures on park operations, there is an overall increase of program revenues across the Parks combined with a decrease in operating expenses. The remainder of the surplus is attributed to the Watershed Management & Support Services programs (WMSS), totalling \$930,360. The projected WMSS surplus allows for the closing of the \$300,000 reserve transfer approved in March to mitigate potential Bill 23 impacts and legal fee increases.

The table below provides a summary of the projected year end surplus compared to the budgeted year end balances, as well as the total actuals amounts as of April 30, 2023.

Budget Summary	Projected Dec 31, 2023	Budget Dec 31, 2023	Increase (Decrease)	Actual Apr 30, 2023
Revenue				
Program Revenue	\$ 21,810,833	\$ 20,793,806	\$ 1,017,027	\$ 12,670,640
Municipal Funding	10,548,507	10,546,849	1,658	3,515,616
Other & Municipal Special Funding	3,094,310	1,982,489	1,111,821	709,359
Internal Chargeback Recoveries	2,704,529	2,862,789	(158,260)	892,025
Transfers from Reserves	203,073	212,163	(9,090)	-
Provincial Funding	743,663	929,314	(185,651)	79,222
Total Revenues	\$ 39,104,915	\$ 37,327,410	\$ 1,777,505	\$ 17,866,862
Expenses				
Corporate Services	\$ 6,067,843	\$ 6,968,715	(\$ 900,872)	\$ 2,190,825
Natural Hazards & Watershed Management	7,175,835	6,420,659	755,176	1,720,284
Permitting & Planning	5,018,340	5,322,854	(304,514)	1,677,410
<i>Conservation Lands & Recreation</i>				
Land Management	1,720,770	1,835,300	(114,530)	625,558
Parks & Recreation	14,726,329	15,207,419	(481,090)	5,735,367
Debt Financing	580,126	580,126	-	16,444
Transfers to Reserves	565,000	565,000	-	-
Total Expenses	\$ 35,854,243	\$ 36,900,073	(\$ 1,045,830)	\$ 11,965,889
Total Operating Surplus	\$ 3,250,672	\$ 427,337	\$ 2,823,335	\$ 5,900,974

Further details on the projected surplus and capital project life to date costs are provided in the attached Budget Variance Report Financial Appendix and in the information contained in this report. Additional appendices also provided with this report include the Capital Project Summary Financial Appendix and the Reserve Continuity schedule with reserve balances projected to the end of year.

Report

Operating Program

The Budget Variance Report Financial Appendix provides explanations by department for variances that are projected to be greater than 10% and exceed \$10,000 from the 2023 budget amounts.

In consultation with Conservation Halton's (CH) auditor related to an audit of Canadian Emergency Wage Subsidy (CEWS) claims by Canada Revenue Agency, it was determined that the CEWS claims received were to be repaid at the end of fiscal 2022, with uncertainty on the interest associated with the repayment. Thus, an interest accrual in the amount of \$702K was included in the December 31, 2022 financial statements. CH has recently received notice that interest will not be charged as part of the reassessment of the CEWS funds, resulting in the reversal of the accrued amounts in the current fiscal year. Staff are consulting with KPMG on the filing of a notice of objection on the denial of the claims.

Revenue

Total revenue is projected to exceed the budget target by \$1.78M. Significant variances of note contributing to the overall revenue increase are detailed in the chart below.

Revenue	Projected Dec 31, 2023	Budget Dec 31, 2023	Increase (Decrease)
Various Departments			
Total Internal Chargeback Recoveries from Parks - decrease for staff changes	1,565,300	1,650,700	(85,400)
Corporate Services			
Increase in investment revenue	306,000	115,000	191,000
Permitting & Planning			
Planning & Regulations fees and other revenue impacts	3,770,130	4,038,167	(268,037)
Partnership Projects			
Project revenue increase offset by increased expenses	3,322,744	2,436,808	885,936
Conservation Areas			
Park revenue total increase	17,046,642	15,634,756	1,411,886
Various other increases (decreases)			(357,880)
Total Revenue Variance from Budget			\$1,777,505

As a result of Bill 23 impacts, Permitting and Planning revenues are anticipated to be less than the budget by \$268K. Fees received to date are less than the prior year comparable, however are anticipated to increase in the later part of the year after Bill 109 takes effect. The impact on revenue has been largely mitigated through an increase in other revenues combined with a reduction in expenses.

Expenses

Total expenses are projected to be lower than the 2022 budget by (\$1.05M). Significant variances of note contributing to the overall decrease in expenses are detailed in the chart below.

Expenses	Projected Dec 31, 2023	Budget Dec 31, 2023	Increase (Decrease)
Corporate Services			
CEWS Interest accrual reversal	(702,544)	-	(702,544)
WMSS Various Departments			
Staff salaries & benefits - staff changes	15,114,798	16,172,799	(1,058,001)
Permitting & Planning, Watershed Strategies & Climate Change			
Legal fees increase	800,669	475,000	250,599
Operations			
Property management and Forestry purchased services decrease	400,772	478,590	(77,818)
Partnership Projects			
Project expenses decrease fully offset by matching lower funding	3,322,744	2,436,808	885,936
Conservation Areas			
Park expenses total decrease	14,726,329	15,207,419	(481,090)
Various other increases			137,088
Total Expense Variance from Budget			(\$1,045,830)

Conservation Areas

The Park Operating Summary chart below provides further details on the significant projected revenue and expense variances.

Parks Operating Summary	Projected Dec 31, 2023	Budget Dec 31, 2023	Budget Variance	Actual Apr 30, 2023
Revenue				
Ski (season passes, lift fees, lessons, rentals, retail)	\$ 8,387,875	\$ 7,044,000	\$ 1,343,875	\$ 8,357,875
Entry fees	\$ 2,658,950	2,619,000	39,950	\$ 708,949
Program & other	\$ 4,428,063	4,261,770	166,293	\$ 1,062,963
Annual park memberships	\$ 1,203,426	1,340,000	(136,574)	\$ 403,426
Municipal funding - Education & Outreach	\$ 368,328	369,986	(1,658)	\$ 123,328
Total Revenue	\$ 17,046,642	\$ 15,634,756	\$ 1,411,886	\$ 10,656,541
Expenses				
Staff salaries & benefits - full time	\$ 3,087,954	\$ 3,673,283	(\$ 585,329)	\$ 1,060,267
Staff salaries & benefits - part time	5,074,405	4,795,368	279,037	\$ 2,467,625
Materials & supplies and Purchased services	4,998,671	5,088,068	(89,397)	\$ 1,657,235
Internal chargeback - WMSS support services	1,565,300	1,650,700	(85,400)	\$ 550,240
Total Expenses	\$ 14,726,329	\$ 15,207,419	(\$ 481,090)	\$ 5,735,367
Parks Operating Surplus	\$ 2,320,313	\$ 427,337	\$ 1,892,975	\$ 4,921,174

With the second full season of Kelso Glen Eden ski programs, total revenues are estimated to be higher than the budget amount by \$1.41M. This is primarily attributed to an increase in ski revenues and program fees, offset by lower park memberships. The decrease in membership revenue can be attributed to a slower start to the park season with unfavourable weather conditions. However, CH will closely monitor the situation throughout the year. Additionally, Park expenses are projected to be

favourable compared to budget by \$481K primarily due to lower-than-expected full time staffing costs combined with a decrease in general operating expenses.

Capital Program

The Capital Project Summary Financial Appendix (Appendix B) attached includes current capital projects, the respective approved project budget, life to date costs and the budget remaining to be spent. April 30, 2023 life to date capital expenses total \$5.9M or approximately 30% of the total capital budget.

Dams and channels capital projects are funded 50% provincially and 50% funded municipally through the Water Management Capital Reserve. Dams and channels capital projects completed by March 31st to meet the provincial MNRF Water and Erosion Control Infrastructure (WECI) funding period are recommended to be closed as noted on the Capital Project Summary Financial Appendix. Total costs for these projects were less than total budget by \$195K.

Additionally, the MNRF approval of WECI grant funding for projects submitted for April 2023 to March 2024 are also reflected in the Capital Project Financial Appendix, indicating budget changes for dams and channels with a net total increase of \$8K. The Kelso lift gate project was completed in the prior year resulting in budget reallocations to other projects in the capital forecast.

A recommendation is being made to increase the Parks capital infrastructure budget by \$1.3M for new projects that were not previously included. This increase accounts for required paving, estimated at a cost of \$950K based on an engineering assessment, new Enabling Accessibility grant work totaling \$200K, and hydro phase 2 work amounting to \$150K.

Investments

Information on investment balances and investment revenue earned to April 30, 2023 is provided in the chart below. Current investments, including the long-term Water Management System fund, total almost \$37 million. Total market values for the investments held exceed the cost of the total investments. Investment balances have increased since December 31, 2022 with the successful Glen Eden operating season and the timing of municipal funding payments.

Investment	Investment Cost Book Value April 30, 2023	Current Rates of Return	2023 YTD Investment Revenue	Investment Fair Market Value April 30, 2023	Investment Cost Book Value Dec. 31, 2022
Business Investment Account	\$ 54,745	3.95%-4.20%	\$ 63,628	\$ 54,745	\$ 14,361
Bank 31 day Notice Plan	5,417,471	5.15%	89,855	5,417,471	5,327,616
GICs (Guaranteed Investment Certificates)	9,000,000	.75%-5.71%	99,212	9,000,000	8,000,000
One Investment - High Interest Savings	4,052,863	4.97%	21,201	4,052,863	31,662
One Investment - Corporate Bond Fund	4,562,280	0.55%	25,167	4,160,663	4,537,113
One Investment - Equity Fund	665,174		-	1,428,118	665,174
Subtotal - Operating and Reserve funds	23,752,533	3.8%	299,063	24,113,860	18,575,926
Long-term Water Management System Fund	13,214,185	3.11%-4.22%	160,948	12,778,812	12,731,960
Total	\$ 36,966,718		\$ 460,011	\$ 36,892,672	\$ 31,307,886

Funds continue to be invested in accordance with the Conservation Halton Investment Policy in the following instruments:

- Bank Business Investment and Notice Plan Accounts;
- Bank short term money market instruments such as GICs; and
- One Investment High Interest Savings, Long-term Bond and Equity Pooled Funds.

The current investment market is subject to increased market fluctuations with multiple interest rate increases by the Bank of Canada in 2022 and further increases in 2023 of 0.25% on January 25th and 0.25% again on June 8th to 4.75% in efforts to address inflation. As a result, investment revenue is projected to exceed the 2023 budget amounts. Investments held have varying maturity dates that will allow for reinvestment at higher rates.

Impact on Strategic Goals

This report supports the Momentum priority of Organizational Sustainability.

Financial Impact

The report Recommendation outlines the financial impacts of the Budget Variance Report for the period ended April 30, 2023, and the projected year end 2023 amounts.

Signed & respectfully submitted:



Marnie Piggot,
Director, Finance

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

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Conservation Halton
Budget Variance Report Financial Appendix

	NOTES	ACTUAL APR 30, 2023	PROJECTED DEC 31, 2023	BUDGET DEC 31, 2023	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
WATERSHED MANAGEMENT & SUPPORT SERVICES (WMSS)						
CORPORATE SERVICES						
<u>Expenditures</u>						
Salaries and Benefits		1,696,824	5,035,216	5,360,427	(325,211)	(6.1%)
Total Materials & Supplies and Purchased Services, Finance & other	1	494,001	1,032,627	1,608,288	(575,661)	(35.8%)
Debt Financing Charges		16,444	580,126	580,126	-	0.0%
Transfer to Reserves - Land Securement and Debt Financing		-	25,000	25,000	-	0.0%
Transfer to Reserves - State of Good Repair Levy		-	540,000	540,000	-	0.0%
Total Expenditures		2,207,269	7,212,969	8,113,841	(900,872)	(11.1%)
<u>Revenue</u>						
Program & Other Revenue		219,825	331,804	327,000	4,804	1.5%
Provincial Funding		-	-	-	-	0.0%
Municipal Funding		3,515,616	10,548,507	10,546,849	1,658	0.0%
Internal Chargeback Recoveries	2	532,483	1,434,743	1,635,500	(200,757)	(12.3%)
Reserve Funding		-	10,000	10,000	-	0.0%
Total Revenues		4,267,924	12,325,054	12,519,349	(194,295)	(1.6%)
TOTAL CORPORATE SERVICES		2,060,655	5,112,085	4,405,508	706,577	16.0%

Notes:

Corporate Services category includes: Office of the CEO, CH Foundation Administration, Finance, Human Resources, Marketing & Communications, Office of the COO, GIS, IT, Project Management Office, Risk & Health and Fleet Operations.

1. Total Materials & Supplies and Purchased Services, Finance & other are anticipated to be less than the budget by \$575K as this includes \$702,544 in the CEWS interest accrual reversal. Staff are consulting with KPMG on the filing of a notice of objection on the denial of the claims. This amount is slightly offset by increased staff training costs and increased marketing expenses.

2. Internal Chargeback Recoveries are projected to be lower than budget due to staffing vacancies.

Conservation Halton
Budget Variance Report Financial Appendix

	NOTES	ACTUAL APR 30, 2023	PROJECTED DEC 31, 2023	BUDGET DEC 31, 2023	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
NATURAL HAZARDS & WATERSHED MANAGEMENT						
<u>Expenditures</u>						
Salaries and Benefits		1,222,174	4,380,312	4,454,608	(74,296)	(1.7%)
Total Materials & Supplies and Purchased Services	3	498,110	2,795,523	1,966,051	829,472	42.2%
Total Expenditures		1,720,284	7,175,835	6,420,659	755,176	11.8%
<u>Revenue</u>						
Program & Other Revenue	3	420,832	1,758,588	2,012,326	(253,738)	(12.6%)
Provincial Funding	3	16,722	618,663	804,314	(185,651)	(23.1%)
Other Municipal Funding	3	85,354	358,554	289,750	68,804	23.7%
Federal Funding	3	325,442	1,562,722	341,336	1,221,386	357.8%
Reserves	4	-	133,500	185,163	(51,663)	(27.9%)
Internal Chargeback Recoveries		209,973	787,648	823,149	(35,501)	(4.3%)
Total Revenues		1,058,322	5,219,675	4,456,038	763,637	17.1%
TOTAL NATURAL HAZARDS & WATERSHED MANAGEMENT		(661,962)	(1,956,160)	(1,964,621)	8,461	(0.4%)

Notes:

Natural Hazards & Watershed Management category includes: Flood Forecasting, Monitoring Ecology, Land Owner Outreach & Restoration, Restoration & Conservation, Hamilton Harbour Remedial Action Plan (HHRAP), Partnership Projects, Source Protection, and Watershed Strategies & Climate Change (WSCC).

3. Total Operations and Partnership Projects costs for Salaries, Materials & Supplies, and Purchased Services, are to exceed the budget amount by \$755,176. This will be offset by the allocation of Program & Other Revenue and confirmed grants to other programs such as Partnership Projects with minimal impact to the overall operating surplus.

4. Reserve funding included in the budget related to funding of Restoration projects and Landowner Outreach program expenses is lower than expected as a result of cost savings and increased other revenues.

Conservation Halton
Budget Variance Report Financial Appendix

	NOTES	ACTUAL APR 30, 2023	PROJECTED DEC 31, 2023	BUDGET DEC 31, 2023	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
PERMITTING & PLANNING						
<u>Expenditures</u>						
Salaries and Benefits	5	1,422,624	4,284,001	4,909,204	(625,203)	(12.7%)
Total Materials & Supplies and Purchased Services	6	254,786	734,338	413,650	320,688	77.5%
Total Expenditures		1,677,410	5,018,340	5,322,854	(304,514)	(5.7%)
<u>Revenue</u>						
Program & Other Revenue		1,465,442	3,302,724	3,208,000	94,724	3.0%
Provincial Funding		-	-	-	-	0.0%
Other Municipal Funding	7	166,811	423,678	799,417	(375,739)	(47.0%)
Internal Chargeback Recoveries		21,310	43,728	30,750	12,978	42.2%
Total Revenues		1,653,562	3,770,130	4,038,167	(268,037)	(6.6%)
TOTAL PERMITTING & PLANNING		(23,848)	(1,248,210)	(1,284,687)	36,477	(2.8%)

Notes:

Permitting & Planning category includes: Planning & Regulations, Floodplain Mapping, and the Regional Infrastructure Team (RIT).

5. Projected salaries and benefits are expected to be lower primarily due to the impact of Bill 23, which has led to staffing changes within the program.

6. Purchased Services include legal expenses that exceed the budget by \$320,688 primarily due to increased OLT legal costs under Planning & Regulations.

7. Other municipal funding is lower than budget primarily due to changes to the Ecological Services Agreement and lower than expected costs for the Regional Infrastructure Team (RIT). As RIT funding is based on actual expenses, there are savings in salaries and benefits primarily due to staffing vacancies with no impact on RIT work.

8. Internal Chargeback Recoveries are expected to be lower in current year due to a change in staffing allocations from the Floodplain Mapping program with no impact to project work.

Conservation Halton
Budget Variance Report Financial Appendix

	NOTES	ACTUAL APR 30, 2023	PROJECTED DEC 31, 2023	BUDGET DEC 31, 2023	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
CONSERVATION LANDS & RECREATION (LAND MANAGEMENT)						
<u>Expenditures</u>						
Salaries and Benefits		479,874	1,415,268	1,448,560	(33,292)	(2.3%)
Chargeback - Parks staff support		26,032	73,850	78,090	(4,240)	(5.4%)
Total Materials & Supplies and Purchased Services	9	119,651	231,651	308,650	(76,999)	(24.9%)
Total Expenditures		625,558	1,720,770	1,835,300	(114,530)	(6.2%)
<u>Revenue</u>						
Program & Other Revenue		61,360	209,428	211,800	(2,372)	(1.1%)
Provincial Grants		62,500	125,000	125,000	-	0.0%
Other Municipal Funding		4,424	44,424	47,000	(2,576)	(5.5%)
Internal Chargeback Recoveries	10	102,228	364,560	295,300	69,260	23.5%
Total Revenues		230,513	743,413	679,100	64,313	9.5%
TOTAL CONSERVATION LANDS & RECREATION (LAND MANAGEMENT)		(395,045)	(977,357)	(1,156,200)	178,843	(15.5%)

Notes:

Conservation Lands & Recreation (Lands Management) includes: Forestry, Property Management, and Security.

9. Purchased Services are lower than budget by \$76,999 primarily due to lower than expected Property Management and Forestry operating costs and project costs funded by grants such as 2 Billion Trees.

10. Internal Chargeback Recoveries are higher than budget by \$69,260 primarily due to increased internal Forestry recoveries activity in year.

TOTAL WMSS REVENUE	7,210,322	22,058,273	21,692,654	365,619	1.7%
TOTAL WMSS EXPENDITURES	6,230,521	21,127,913	21,692,654	(564,741)	(2.6%)
TOTAL	979,800	930,360	-	930,360	

Conservation Halton
Budget Variance Report Financial Appendix

	NOTES	ACTUAL APR 30, 2023	PROJECTED DEC 31, 2023	BUDGET DEC 31, 2023	\$ VARIANCE OVER / (UNDER) BUDGET	% VARIANCE OVER / (UNDER) BUDGET
CONSERVATION LANDS & RECREATION (RECREATION)						
<u>Expenditures</u>						
Salaries and Benefits		3,591,696	8,162,569	8,662,332	(499,763)	(5.8%)
Total Materials & Supplies and Purchased Services		1,593,431	4,998,461	4,894,387	104,074	2.1%
Internal Chargeback - WMSS Support Services to Parks		550,240	1,565,300	1,650,700	(85,400)	(5.2%)
Total Expenditures		5,735,367	14,726,329	15,207,419	(481,090)	(3.2%)
<u>Revenue</u>						
Program Revenue		10,503,181	16,208,287	15,034,680	1,173,607	7.8%
Other Revenue	11	4,000	260,000	85,000	175,000	205.9%
Municipal Funding		123,328	444,932	419,986	24,946	5.9%
Reserve Funding (Outreach)	12	-	59,573	17,000	42,573	250.4%
Internal Chargeback Recovery - Parks to WMSS		26,032	73,850	78,090	(4,240)	(5.4%)
Total Revenues		10,656,542	17,046,642	15,634,756	1,411,887	9.0%
TOTAL - CONSERVATION LANDS & RECREATION (RECREATION)		4,921,174	2,320,312	427,337	1,892,975	443.0%

Notes:

Conservation Land & Recreation (Recreation) includes: Education & Awareness, Recreation, Risk Management, and Visitor Experience programming.

11. Other revenue consists of investment revenue allocated to the parks operating program and is higher than the budget amount due to increased interest rates.

12. Reserve Funding (Outreach) is projected to be higher in current year with expanded Water Festival programming.

**CONSERVATION HALTON
CAPITAL PROJECT FINANCIAL APPENDIX
AS AT APRIL 30, 2023**

Capital Project Description	Capital Budget Prior to Change	Budget Change to be Approved	Total Capital Budget	Prior Years Capital Costs	2023 Capital Costs	Total Capital Costs	Total Unspent	Capital Project Funding
			= A			= B	= A - B	
Watershed Management & Support Services (WMSS)								
Kelso Dam Lift Gates and Hoists Refurbishment & East Gate	395,970	CLOSE	395,970	257,284	36,369	293,653	102,317	50% Provincial; 50% Reserve
Milton Channel - Kingsleigh Court	190,000	CLOSE	190,000	122,104	(2,456)	119,648	70,352	50% Provincial; 50% Reserve
Hilton Falls Dam - 96" Actuator & Trashrack	130,000	CLOSE	130,000	99,548	20,451	119,999	10,001	50% Provincial; 50% Reserve
Mountsberg Dam Safety Review	80,000	CLOSE	80,000	38,665	28,835	67,500	12,500	50% Provincial; 50% Reserve
Scotch Block Dam Intake Assessment	25,000	CLOSE	25,000	13,342	11,658	25,000	0	50% Provincial; 50% Reserve
Kelso Dam - Lift Gates & Hoists; Low Flow Engineering	165,000	(115,000)	50,000	-	-	-	50,000	50% Provincial; 50% Reserve
Mountsberg Dam - Building and Sluice Gate Refurbishment	112,000	13,000	125,000	-	-	-	125,000	50% Provincial; 50% Reserve
Hilton Falls Dam - Low Flow Actuator Refurbishment	-	50,000	50,000	-	-	-	50,000	50% Provincial; 50% Reserve
Scotch Block Dam – Intake and Sluicagate Refurbishment	55,000	-	55,000	-	-	-	55,000	50% Provincial; 50% Reserve
Channels - Channel Repair, Design and Engineering	88,000	-	88,000	-	-	-	88,000	50% Provincial; 50% Reserve
Multi-Structure - Emergency Preparedness	-	60,000	60,000	-	-	-	60,000	50% Provincial; 50% Reserve
Emerald Ash Borer **	958,581	-	958,581	-	451,097	451,097	507,484	Other Municipal Halton Region
LDD Moth/Spongy Moth	100,000	-	100,000	-	-	-	100,000	Reserve
Flood Forecasting & Warning **	303,027	-	303,027	27,835	8,264	36,099	266,928	Municipal
Floodplain Mapping - 2019 (Urban Milton; Morrison-Wedgewood)	506,626	15,000	521,626	503,560	11,173	514,733	6,893	50% Federal NDMP; 50% Municipal
Floodplain Mapping - General	880,000	-	880,000	273,021	85,366	358,386	521,614	Other Municipal Halton Region
Floodplain Mapping - 2021 (East Burlington)	975,000	-	975,000	488,754	110,392	599,145	375,855	50% Other Municipal Halton Region; 50% NDMP
Floodplain Mapping - 2022 (Bronte Creek Survey)	525,000	-	525,000	-	13,501	13,501	511,499	Other Municipal Halton Region
Watershed Planning	80,000	-	80,000	-	-	-	80,000	Municipal \$50K; Grant (to be confirmed)
Watershed Strategies & Climate Change	179,000	-	179,000	-	6,311	6,311	172,689	\$89K Municipal; \$90K Reserves
Watershed Database Management System**	23,269	-	23,269	-	-	-	23,269	Municipal
WMSS Facility & Admin. Office Renovations - non SOGR **	100,000	-	100,000	-	-	-	100,000	Reserve - Building
WMSS Facility & Admin. Office - State of Good Repair (SOGR) **	208,754	-	208,754	-	8,272	8,272	200,482	Reserve - Building SOGR
Green Infrastructure Low Impact Development - Admin. Office	798,000	-	798,000	387,743	11,389	399,132	398,868	Debt Financing \$500K; CCRF Grant
Central Works Operations Centre -Study, Design and Construction	1,100,000	-	1,100,000	21,353	8,081	29,434	1,070,566	Reserve - Building; Debt Financing
Information Technology - WMSS **	150,171	-	150,171	-	5,987	5,987	144,184	Municipal
Digital Transformation - WMSS **	401,047	-	401,047	-	6,333	6,333	394,714	Municipal; Reserve \$200K
Asset Management Plan	90,000	-	90,000	23,936	-	23,936	66,064	Reserve
Program Rates & Fees	30,000	-	30,000	-	12,690	12,690	17,310	Municipal
Financial system upgrades	75,000	-	75,000	-	-	-	75,000	Municipal
GIS Imagery Data Acquisition (Lidar; Ortho)	115,000	-	115,000	21,168	-	21,168	93,832	Municipal
Fleet Vehicle and Equipment Replacements - WMSS	281,023	-	281,023	9,951	118,751	128,702	152,321	Reserve; Vehicle Sales
Property Management	125,000	-	125,000	-	-	-	125,000	Municipal
Speyside Weir Removal	201,000	(144,000)	57,000	4,088	3,002	7,090	49,910	Reserve; Grant
Conservation Areas Facility & Infrastructure:								
Kelso/Glen Eden - Water/Wastewater Servicing	704,035	-	704,035	627,593	-	627,593	76,442	Reserve; Developer Contribution funds \$59,548
Kelso & Crawford Lake Visitor Centres (Dev. Contr'n Projects)	625,000	-	625,000	162,521	37,597	200,118	424,882	Developer Contribution funds
Crawford Lake Boardwalk	2,280,000	1,200,000	3,480,000	68,036	2,456	70,492	3,409,508	ICIP Grant; Developer Contribution funds
Kelso/Glen Eden - Ski Capital	1,025,000	-	1,025,000	179,187	14,003	193,189	831,811	Reserve
Kelso Quarry Park	530,250	-	530,250	272,877	128,189	401,066	129,184	Reserve; CCRF Grant & CH Foundation
Facility and Infrastructure Major Maintenance **	1,394,171	1,300,000	2,694,171	227,755	488,504	716,259	1,977,912	Reserve; CCRF & EAF Grants
Enhancing Trail Systems and Park Infrastructure	1,041,500	-	1,041,500	285,918	10,000	295,918	745,582	ICIP Grant
Foundation Funded Capital Projects	100,000	-	100,000	-	-	-	100,000	CH Foundation
Information Technology Infrastructure - Conservation Areas **	194,703	-	194,703	18,623	10,487	29,110	165,593	Reserve
Fleet Vehicle and Equipment replacements - Conservation Areas	350,016	-	350,016	66,057	90,310	156,367	193,649	Reserve; Vehicle Sales
Total Capital Projects	\$17,691,143	\$2,379,000	\$20,070,143	\$4,200,916	\$1,737,012	\$5,937,927	\$14,132,216	

CONSERVATION HALTON
Reserve Continuity
Table
April 30, 2023

Reserve	Reserve Balances Jan 1, 2023	Budgeted & Previously Approved Transfers	Reserve Transfers to be Approved June 22, 2023	Projected Reserve Balances Dec 31, 2023
Watershed Management & Support (WMSS) Services				
Vehicle and equipment	744,296	(187,023)		557,273
Building - State of Good Repair	485,404	(81,484)		403,920
Building	511,151	(178,647)	500,000	832,504
Watershed Management Capital - Municipal Funds	773,270	152,700	(4,000)	921,970
Watershed Management Capital - Self Generated Funds	469,109			469,109
WMSS Stabilization	1,789,212	(532,000)	(500,000) 300,000	1,057,212
Capital Projects - Debt Financing Charges	518,146	-		518,146
Digital Transformation	285,700	-		285,700
Legal - Planning & Watershed Management	941,995	(100,000)		841,995
Legal - Corporate	200,000	-		200,000
Water Festival	179,334	(10,000)		169,334
Land Securement	116,239	25,000		141,239
Property Management	1,112,642	(100,000)		1,012,642
Stewardship and restoration	439,051	(132,163)		306,888
Conservation Areas				
Capital	5,015,734	(815,776)	(1,100,000)	3,099,958
Revenue Stabilization	1,146,490			1,146,490
Total Reserves	\$14,727,773	\$ (1,959,393)	\$ (804,000)	\$ 11,964,380

REPORT TO: Conservation Halton Board

REPORT NO: # CHB 05 23 08

FROM: Kellie McCormack, Director, Planning & Regulations

DATE: June 22, 2023

SUBJECT: **Comprehensive Environmental and Servicing Study, Halton Business Community (Orlando North Porta Lands), Town of Milton, CH File Nos.: MPR 787 & AMPR-288**

Recommendation

THAT the Conservation Halton Board **endorses the Final Comprehensive Environmental and Servicing Study, Halton Business Community (Orlando North Porta Lands), Town of Milton, specifically the management recommendations that relate to areas regulated by Conservation Halton.**

And

THAT the Conservation Halton Board **receives for information the staff report entitled “Final Comprehensive Environmental and Servicing Study, Halton Business Community (Orlando North Porta Lands), Town of Milton”.**

Executive Summary

A Comprehensive Environmental and Servicing Study (CESS) was prepared for the lands referred to as “North Porta Lands” in the Town of Milton. The CESS characterizes existing conditions, assesses potential impacts and mitigation measures, and provides natural hazard, and natural heritage, strategies for the study area. The CESS serves as the foundational document to guide future technical studies, related *Planning Act* applications and Conservation Halton (CH) permit applications. A systems approach was used to develop a high-level, long-term management strategy for natural hazard and natural heritage features and areas in the study area. All natural hazards and significant natural features, along with the associated regulatory allowances and development setbacks, will form part of the natural heritage system. This approach ensures that future development will not create new natural hazards or aggravate existing ones. It also ensures that natural heritage features, including wetlands, will be protected in the future as part of a larger, overall NHS.

Staff is satisfied that the CESS provides comprehensive justification and analysis for the proposed management recommendations for natural hazards and wetlands within the study area. CH staff recommends the Board endorse the CESS, specifically the management recommendations related to CH regulated features, so that staff can issue future permits for works that meet CH's permitting requirements, the requirements of the CESS, and other technical studies.

Report

Background

A Comprehensive Environmental and Servicing Study (CESS) was prepared for lands referred to as “North Porta Lands”, which is generally located north of James Snow Parkway, west of Esquesing Line, south of No. 5 Side Road and east of the Canadian National Railway (CNR) in the Town of Milton. The study was prepared by, and is focused on properties that are owned by, Orlando Corporation and proposed for development at 8880 Boston Church Road and 8350 Esquesing Line (Parcels 1 and 4), but it also extends to surrounding areas to include properties that were non-participating (Parcels 2, 3 and 5) (Figure 1). A CESS was required in support of proposed *Planning Act* applications given the absence of an existing Subwatershed Study (SWS) within the area of the subject properties. The CESS study area is located in the Sixteen Mile Creek Watershed and contains and/or is adjacent to a Middle Sixteen Mile Creek tributary, the Middle Sixteen Mile Creek main branch, associated flooding and erosion hazards, and wetlands.

Comprehensive Environmental and Servicing Study (CESS)

The purpose of the CESS is to:

- identify goals, objectives, targets and impact assessment that typically is provided through a SWS, and a SIS;
- inventory, characterize and assess natural hazard, natural heritage and water resource features and functions within the study area (i.e., constraints to development);
- provide recommendations for the protection, conservation and management of natural hazard, natural heritage, and water resource features within the study area;
- provide sufficient detail to support the designation of a natural heritage system (NHS), through refinement of the NHS;
- evaluate a proposed development plan, as well as a supporting stormwater management strategy, where the functions of natural features are maintained or enhanced, while ensuring no aggravation of natural hazards; and,
- provide recommendations for a management strategy, implementation, and monitoring plan to be implemented through future development applications on the Orlando Corporation lands and to inform future study addendums for non-participating lands.

In general, local municipalities prepare SWSs, followed by or concurrently with Area-Specific Plans (Secondary Plans) for major growth areas, including new development or redevelopment areas. In this case, the Town initiated amendment (OPA 67) to adjust the boundary of the existing adjacent 401 Industrial/Business Park Secondary Plan to include the “North Porta Lands” which had been previously added to the Town’s Urban Area through ROPA 38 and through the Town of Milton’s OPA 31. However, the Town-initiated amendment included a requirement for future development proponents to submit a CESS in support of development applications within the subcatchment area. The scope of the study is to be confirmed by the Region of Halton, Town of Milton, and Conservation Halton.

A CESS was carried out by Orlando Corporation in support of development on Parcels 1 and 4 but covered the entire North Porta lands (Figure 2). The CESS provides a detailed characterization of existing conditions, an assessment of potential impacts, mitigation measures and comprehensive natural heritage, servicing, and stormwater management strategies for the study area, including a

proposed realignment of the Middle Sixteen Mile Creek tributary and a proposed stormwater management outlet to Middle Sixteen Mile Creek. Development on these lands is to proceed in accordance with the final approved CESS. As part of the CESS, a concept development plan was prepared for Parcels 1 and 4 but Draft Plans of Subdivision and Zoning By-law Amendment applications are still required for each parcel, as well as CH permits for works within regulated areas.

A desktop analysis of the existing natural heritage and natural hazard features was provided for the non-participating lands. Any future development on these lands will require an addendum to the CESS in support of future *Planning Act* applications.

CH staff reviewed the CESS to ensure CH's regulatory interests and responsibilities delegated by the Province with respect to Section 3.1 (Natural Hazards) of the Provincial Policy Statement (PPS) were addressed. Staff also provided technical advice on stormwater management and natural heritage matters, based on the Memorandum of Understanding (MOU) with the Region of Halton that was in effect at the time of review.

The goal of the CESS was to confirm the extent of the natural hazards and natural heritage system and identify management and implementation measures required to ensure the protection of natural heritage features and hydrological functions within the study area.

A systems approach was used to develop a high-level, long-term management strategy for natural hazard and natural heritage features in the study area. The future NHS will contain the realigned, Middle Sixteen Mile Creek tributary, including the related natural hazards and natural heritage features. This approach ensures that future development will not create new natural hazards or aggravate existing ones. It also ensures that natural heritage features, including wetlands, will be protected in the future as part of a larger, overall NHS. All regulated wetlands within and adjacent to the Orlando Corporation lands are to remain in-situ with the required 15-metre and 30-metre setbacks and will also be contained within the limits of the Greenbelt Plan Protected Countryside boundary.

The proposed SWM strategy also ensures that there will be no flooding and erosion impacts to both the tributary and the main branch of Middle Sixteen Mile Creek.

Conclusion/Recommendation

CH staff has worked with Orlando Corporation and their consultants, as well as the Region of Halton and Town of Milton through the development and review of the CESS. All natural hazards and significant natural features, along with the associated regulatory allowances and development setbacks, will form part of the natural heritage system. The CESS serves as a document to guide future *Planning Act* and CH Permit applications and will inform future addendums for development on non-participating lands. Staff is satisfied that the CESS provides comprehensive justification and analysis for the proposed management recommendations for natural hazards and wetlands within the study area. Staff recommends the Board endorse the CESS, specifically the management recommendations related to regulated features, so that staff can ultimately issue permits for works that meet CH's permitting requirements, the requirements of the CESS, and other technical studies.

Impact on Strategic Priorities

This report supports the Momentum priority of Natural Hazards and Water

The theme is supported by the objective to remain dedicated to ecosystem-based watershed planning that contributes to the development of sustainable rural, urban, and suburban communities.

Financial Impact

There is no financial impact resulting from this proposal.

Signed & respectfully submitted:



Kellie McCormack
Director, Planning & Regulations

Approved for circulation:



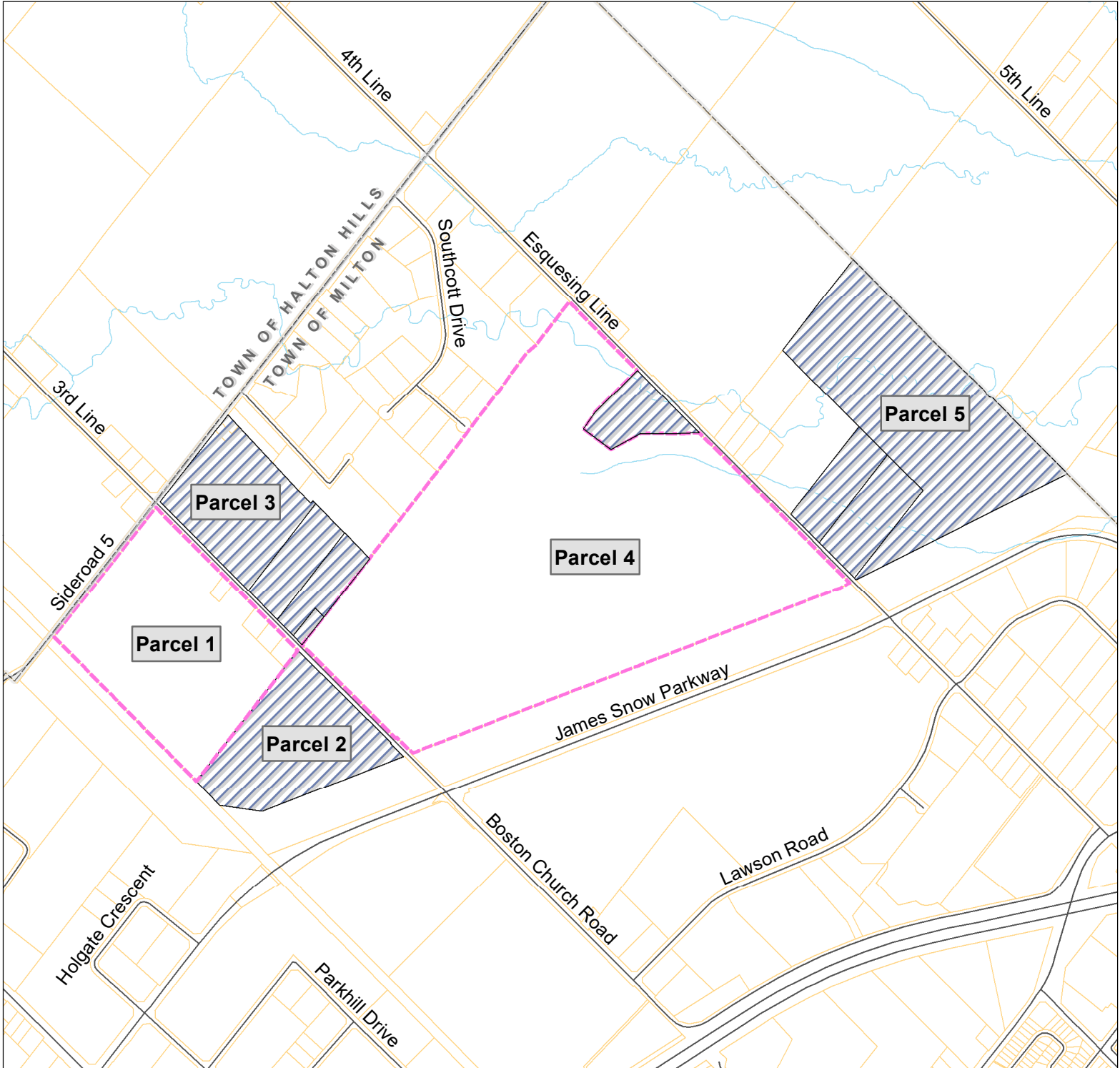
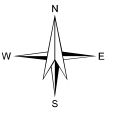
Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:


Kellie McCormack, Director, Planning & Regulations
905-336-1158 ext.2228; kmccormack@hrca.on.ca


Attachments: Figures 1 & 2

Figure 1: Key Map of North Porta Lands




Legend

 Subject Property: Orlando Property

 Non-Participating Property

 Parcels

 Municipal Boundary

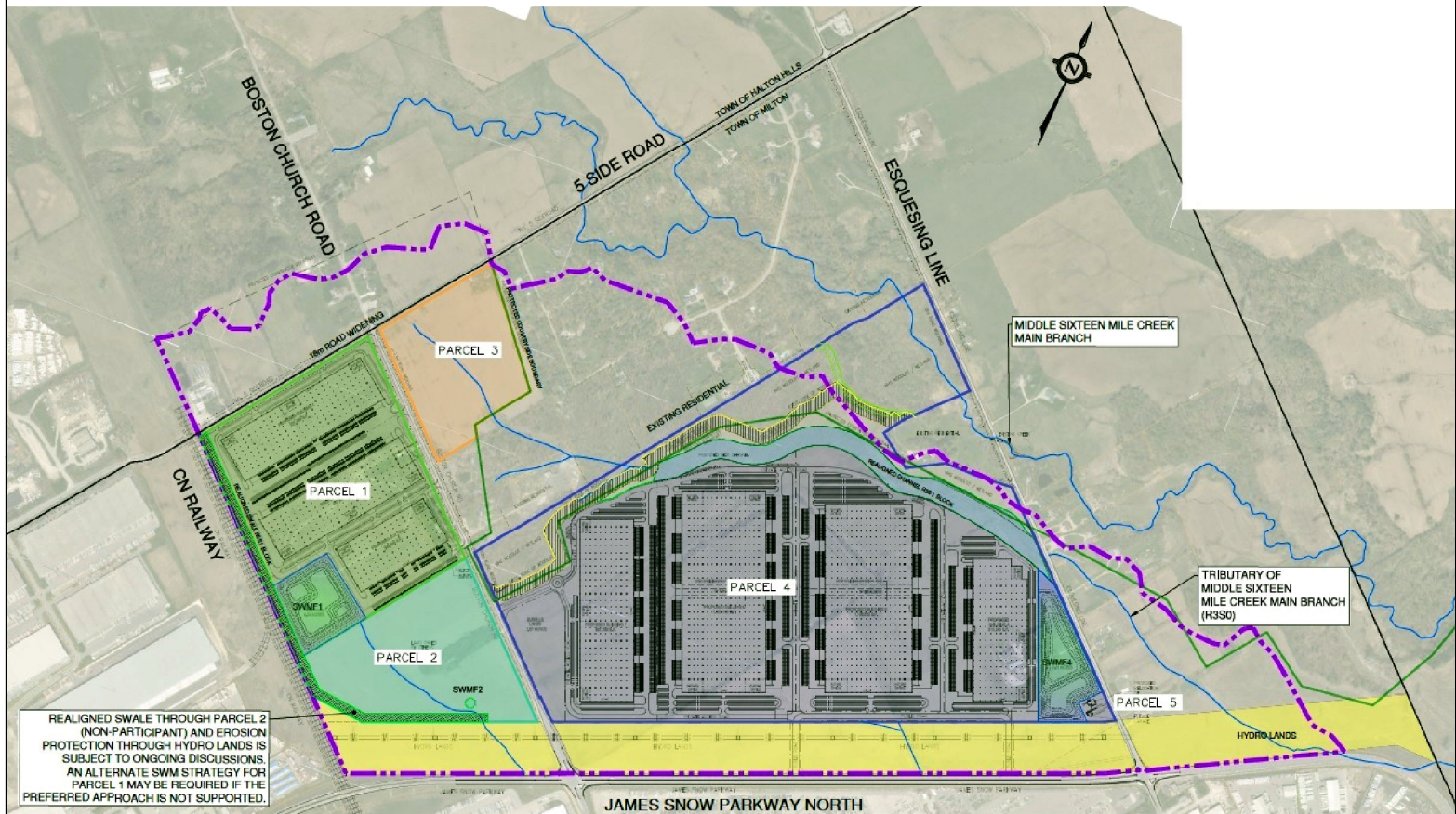
 Roads

 Waterflow

0 200 400 800
Metres

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Figure 2: CESS Study Area and Concept Plan



Legend

CESS Study Area

Watercourse

Map Not to Scale


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REPORT TO: Conservation Halton Board

REPORT NO: # CHB 05 23 09

FROM: Kellie McCormack, Director, Planning & Regulations

DATE: June 22, 2023

SUBJECT:  **Proposed floodplain alteration at 3048 and 3064 Trafalgar Road, and two unnumbered neighbouring properties, Town of Oakville**
CH File: RAPP - 8902

Recommendation

THAT the Conservation Halton Board **approve the issuance of a permit for alterations to the floodplain associated with East Morrison Creek at 3048 and 3064 Trafalgar Road, and two unnumbered neighbouring properties, Town of Oakville.**

And

THAT the Conservation Halton Board **receives for information the Staff report entitled “Proposed floodplain alteration at 3048 and 3064 Trafalgar Road, and two unnumbered neighbouring properties, Town of Oakville.”**

Executive Summary

Conservation Halton (CH) received a permit application to undertake minor alterations to the floodplain at 3048 and 3064 Trafalgar Road, and two unnumbered neighbouring properties, in the Town of Oakville. The subject properties are adjacent to a tributary of East Morrison Creek and contain the flood hazard associated with that watercourse.

The Region of Halton’s Trafalgar Road Improvements Class Environmental Assessment (EA) Study (Cornwall Road to Highway 407), contemplates culvert replacement works downstream of the subject properties that, once completed, will result in the floodplain associated with East Morrison Creek being contained within a Town-owned creek block and the limits of the flood hazard no longer being situated on 3064 Trafalgar Road. The North Oakville Creeks Subwatershed Study (NOCSS) contemplates development along the Trafalgar Road Corridor and at 3064 Trafalgar Road.

The timing for the culvert replacement works has not yet been confirmed. As such, the applicant is proposing to undertake minor floodplain alterations (i.e., minor grading/filling in the floodplain), prior to the culvert replacement works, to allow construction to advance at 3064 Trafalgar Road. While the EA and NOCSS did not explicitly intend for site-specific works to occur prior to Regional culvert replacement works, the proposed minor floodplain alteration aligns with the ultimate conditions contemplated in these studies. The proposed works do not meet CH’s Board approved policies for floodplain alterations. However, the applicant has demonstrated through their CH permit application submission, including hydraulic modelling and a grading plan, that the proposed floodplain alteration will not increase water surface elevations along East Morrison Creek and will not impact upstream or downstream landowners. Strict adherence to CH’s alteration to floodplains policies would delay the construction of high-density residential development. CH staff can only issue permits that meet CH’s Board-approved regulatory policies and policy exceptions require Board approval.

Report

Background/Proposal

The subject properties are located at 3048 and 3064 Trafalgar Road, as well as two unnumbered lots southwest of 3048 Trafalgar Road and west of 3064 Trafalgar Road, in the Town of Oakville (Figure 1). The subject properties are adjacent to a tributary of East Morrison Creek and contain the flood hazard associated with that watercourse. Conservation Halton (CH) regulates 7.5 metres from the limit of the flood hazard associated with East Morrison Creek.

The Region of Halton is proposing to replace and upgrade a culvert downstream of the subject properties. Upon completion of these works, the floodplain associated with East Morrison Creek will be contained within a Town-owned creek block and the limits of the flood hazard and CH's regulatory allowance will no longer be situated on the 3064 Trafalgar Road property. The anticipated timing for completing the culvert replacement works has not been confirmed but is expected within the next couple of years. These works were contemplated in the Region's Trafalgar Road (Regional Road 3) Improvements Class Environmental Assessment (EA) Study (Cornwall Road to Highway 407).

In April 2021, the Town of Oakville approved an application for a Zoning By-law amendment to zone 3064 Trafalgar Road "Trafalgar Urban Core (TUC) Zone" to allow for the construction of two 20-storey residential towers, with potential permissions up to 30 storeys, and underground parking garage. That same year, the applicant also submitted a Site Plan application which is currently under review. The Town's North Oakville Creeks Subwatershed Study (NOCSS) contemplated development on this site, as well as the creation of a creek block that will contain East Morrison Creek, the associated hazard lands, and CH's regulatory allowance.

Since the timing for the culvert replacement works has not been confirmed, the applicant submitted a permit application to CH with a proposal to undertake a minor floodplain alteration on the subject properties in advance of the Region's works (Figure 2). The proposed minor floodplain alteration will require works on the applicant's properties, as well as Town of Oakville owned lands and two privately owned properties. The Town and private landowners have provided permission for the applicant to undertake works on their lands. As part of the CH permit application submission, the Town and private landowners were required to co-sign the permit application form. The applicant has also demonstrated through the submission of hydraulic modelling and grading plan, that the proposed floodplain alteration does not increase water surface elevations along East Morrison Creek and will not impact upstream or downstream landowners. Once these works are completed, the proposed multi-storey residential buildings and underground parking garage will be outside of CH's regulated area.

CH Policy Review

CH has policies that allow for minor floodplain alterations, subject to several criteria, including the maintenance of flood conveyance and storage. CH Policy 2.19 (Alteration to Watercourses and Flood Plains) states that:

- 2.19.1 Major flood plain alterations (including placement of fill to create, or enlarge, a building lot) and major watercourse alterations (including enclosures and diversions from one watershed to another) are generally not permitted. Such alterations may be considered where justification is provided through a subwatershed study, an Environmental Assessment or similar comprehensive study and are subject to conformity with municipal planning documents. The applicable study or assessment must be current (generally within 5 years) and must be supported by Conservation Halton.

- 2.19.2 Flood plain and watercourse alterations, that are minor in nature or have been justified under 2.19.1 will be evaluated on an individual basis having consideration for the following:
- a) Maintenance of the natural topography of the watercourse system, flood conveyance (no increase in off-site flood elevations and on-site increases will only be permitted where it has been shown that it will not result in an increased risk to life or property) and flood storage (maintenance of stage- storage-discharge relationships for a range of rainfall conditions);
 - b) No adverse impacts on fluvial processes (including the 1:100-year meander belt width);
 - c) No adverse impacts on groundwater recharge/discharge;
 - d) Geotechnical (i.e. slope stability) issues are adequately addressed; and,
 - e) Implementation of recommendations within Conservation Halton approved watershed or subwatershed studies or Environmental Assessment.

The intent of Policy 2.19.2 is to limit development in flood hazards but to also allow for alterations to floodplains when it has been assessed comprehensively and it has been demonstrated that the proposed works will yield benefits to upstream or downstream users, that it will provide a benefit to the overall system, and/or that it is in the public interest. The Region's Trafalgar Road (Regional Road 3) Improvements Class EA Study (Cornwall Road to Highway 407), contemplates culvert replacement works that, once completed, will result in the floodplain associated with East Morrison Creek being contained within a Town-owned creek block and the limits of the flood hazard no longer being situated on 3064 Trafalgar Road. NOCSS also contemplates development at 3064 Trafalgar Road and along the Trafalgar Road Corridor and that all CH regulated areas will ultimately be contained on municipal lands.

While the EA and NOCSS did not explicitly intend for site specific works to occur prior to Regional culvert replacement works, the proposed minor floodplain alteration aligns with the ultimate conditions contemplated in these studies. Strict adherence to CH's alteration to floodplains policies would delay the construction of high-density residential development for an indeterminant amount of time. CH staff can only issue permits that meet CH's Board-approved regulatory policies and policy exceptions require Board approval.

Recommendation

The applicant has demonstrated through the information submitted that the applicable regulatory test (i.e., the control of flooding) can be met. They have confirmed that:

- a) The alteration of the floodplain at the site is unlikely to affect the control of flooding or to create a condition or circumstance that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in damage or destruction of property; and
- b) The proposed floodplain alteration will not impact upstream or downstream properties and will improve safe access and egress to and within the site.

In light of the above, staff recommends that the CH Board approve the proposed floodplain alteration associated with East Morrison Creek at 3048 and 3064 Trafalgar Road and neighbouring properties, Town of Oakville.

Impact on Strategic Priorities

This report supports the Momentum priority of Natural Hazards and Water.

Financial Impact

There is no financial impact resulting from this proposal.

Signed & respectfully submitted:



Kellie McCormack
Director, Planning & Regulations

Approved for circulation:



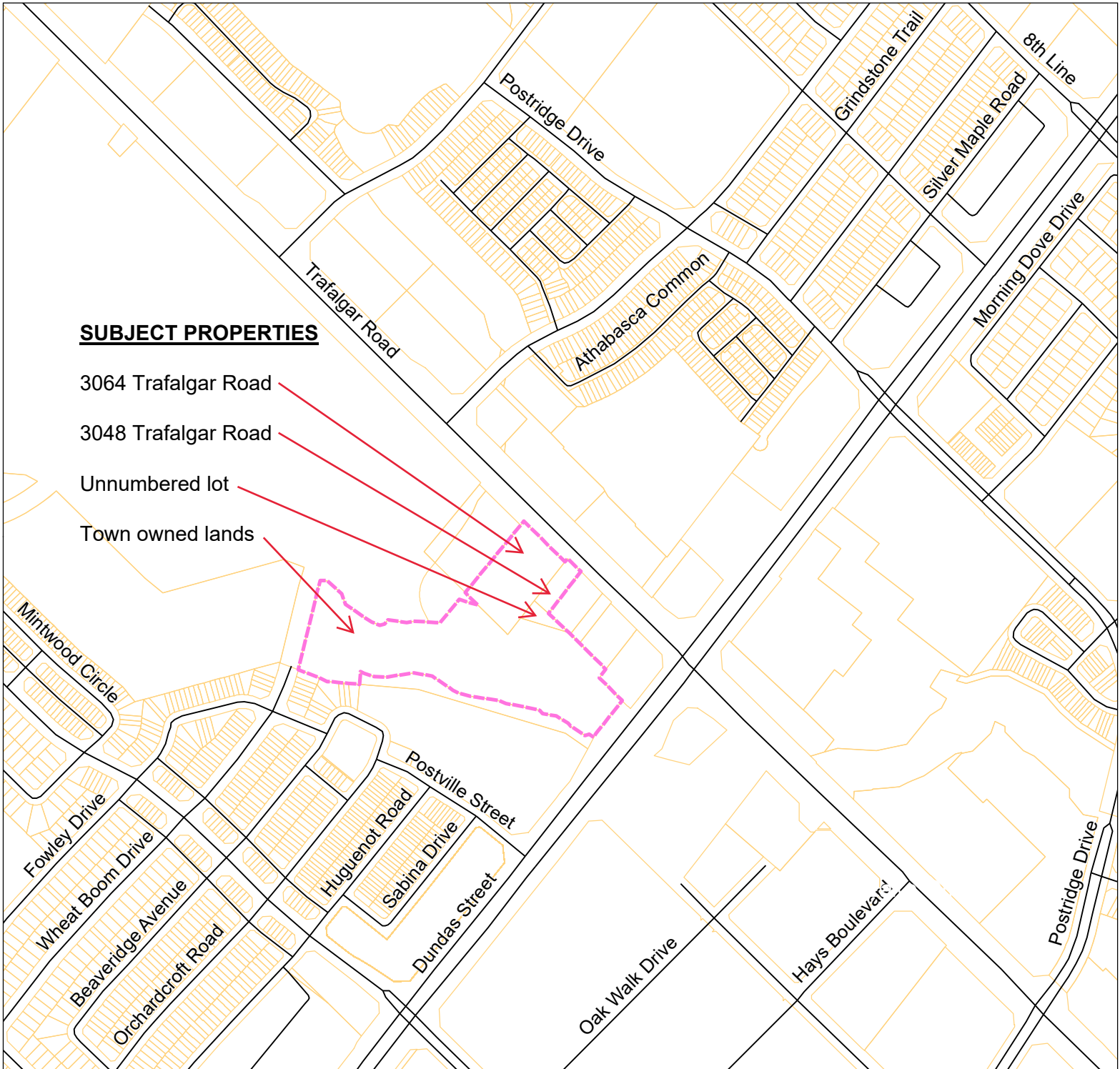
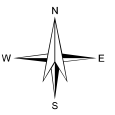
Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

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905-336-1158 ext.2228; kmccormack@hrca.on.ca

Attachments: Figure 1 & Figure 2

Figure 1: Key Map of 3064 Trafalgar Road; 3048 Trafalgar Road; unnumbered lot behind 3048 Trafalgar Road; and, Town own lands behind 3064 Trafalgar Road



Legend

- Subject Properties
- Transportation Network

0 0.05 0.1 0.2 0.3 Kilometres

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Figure 2: Proposed alteration of the floodplain and the 7.5 metre regulatory allowance associated with Morrison Creek

