



**Notice of Meeting**  
**Meeting of the Membership #6-2024**

Date: June 19, 2024  
Time: 6:30 pm – 9:00 pm  
Location: Administrative Centre, Wroxeter

A tour of a wetland restoration project will be held from 6:30pm -7:30pm. Meet at the Administration Office in Wroxeter at 6:30pm so that we can car pool to the site.

**Agenda**

1. Welcome by the Chair
2. Declaration of Pecuniary Interest
3. Approval of the Minutes: Meeting #5 held on May 15, 2024.
4. Presentation: 2024 Work Plan Update:
5. Business Requiring Decision and or Direction:
  - a) Summary of Governance Review: Report #39-2024
  - b) Investment Policy Review: Report #40-2024
  - c) 2024 Work Plan and Budget Update: Report #41a&b-2024
  - d) Approval of the North Perth Flood Plain Mapping: Report #42-2024
  - e) Boating Regulations – Lake Wawanosh Conservation Area: Report #43-2024
6. Chair and Members Reports
7. Consent Agenda:
  - a) Revenue/Expenditure Report for May 2024: Report #44-2024
  - b) CFI Meeting Summary: Report #45-2024
  - c) Agreements Signed: Report #46-2024
8. Adjournment: Tour to the Neftal's Creek restoration project will be held on July 19th from 6:30pm-8:30pm.

## Membership Meeting #5-2024

May 15, 2024

**Members Present:** Alison Lobb, Ed McGugan, Alvin McLellan, Sharen Zinn, Megan Gibson, Andrew Fournier, Matt Duncan, Anita Van Hittersum, Ed Podniewicz, Vanessa Kelly

**Members Absent:** Evan Hickey

**Staff Present:** Phil Beard, General Manager-Secretary-Treasurer  
Stewart Lockie, Conservation Areas Services Coordinator  
Jayne Thompson, Communications, GIS, IT Coordinator  
Michelle Quipp, Executive Assistant

**Others Present:** Nicole Beswitherick, Reporter, Midwestern News

### 1. Call to Order

Chair, Ed McGugan, welcomed everyone and called the meeting to order at 8:17pm.

### 2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

### 3. Minutes

The minutes from the Maitland Valley Conservation Authority (MVCA) General Membership Meeting #4-2024 held on April 17, 2024.

### Motion FA #51-24

**Moved by:** Alison Lobb

**Seconded by:** Andrew Fournier

THAT the minutes from the General Membership Meeting #4-2024 held on April 17, 2024, be approved.  
(carried)

#### 4. Business Out of the Minutes

- a) Review of Comments on Large Stock Planting Fees: Report #32-2024

Report #32-2024 was presented to the members and the following motion was made:

**Motion FA #52-24**

**Moved by:** Alvin McLellan      **Seconded by:** Megan Gibson  
THAT the additional 2024 Stewardship Fees be approved.  
(carried)

- b) Information/Education Schedule for 2024: Report #33-2024

Report #33-2024 was presented to the members and the following motions were made:

**Motion FA #53-24**

**Moved by:** Matt Duncan      **Seconded by:** Sharen Zinn  
THAT the proposed education schedule is completed as per the Report #33-2024;  
(carried)

#### 5. Business Requiring Decision and or Direction:

- a) Awarding of Tender for Office Renovations: Report #34-2024

Report #34-2024 was presented to the members and the following motions were made:

**Motion FA #54-24**

**Moved by:** Sharen Zinn      **Seconded by:** Alison Lobb  
THAT the Members approve the tender price of \$ 118,000 (plus HST) submitted by DOMM Construction Ltd. for the design and build services for accessibility renovations to existing office entrance and washrooms;  
AND THAT an additional \$20,000 be added to the project budget for completion of the accessibility renovation budget to be taken from Working Capital Accumulated Surplus.  
(carried)

- b) MVCA's 75th Anniversary in 2026: Report #35-2024

Report #35-2024 was presented to the members and the following motion was made:

**Motion FA #55-24**

**Moved by:** Alison Lobb

**Seconded by:** Matt Duncan

THAT all potential anniversary activities within Report #35-2024 be reviewed further for potential timelines and cost.  
(carried)

**6. Chair and Member Reports**

Ed McGugan shared that Ted Briggs from MECP made a presentation at Huron Kinloss council and that it was well received by counsel.

**7. Consent Agenda:**

The following items were circulated to the Members for their information:

- a) Revenue-Expenditure Report for April 2024: #36-2024

**Motion FA #56-24**

**Moved by:** Megan Gibson

**Seconded by:** Matt Duncan

THAT Report #36-38 along with the respective motions as outlined in the Consent Agenda be approved.  
(carried)

**8. Adjournment**

Next meeting: June 19, 2024, at 7:30 pm at the Administrative Centre, Wroxeter. Prior to the meeting there will be a tour of Jamestown Wetland at 6:30pm.

**Motion FA #57-24**

**Moved by:** Matt Duncan

**Seconded by:** Anita Van Hittersum

THAT the Members Meeting be adjourned at 9:02 pm.  
(carried)

---

Ed McGugan  
Chair

---

Phil Beard  
General Manager / Secretary-Treasurer

## **Members Report #39-2024**

**To:** Members, MVCA  
**From:** Phil Beard, General Manager Secretary Treasurer, Art Versteeg, Facilitator,  
Laura Hopkins, GIS Specialist  
**Date:** June 11, 2024  
**Subject:** Identification of Follow Up Actions-2024 Governance Review

---

### **Purpose:**

To identify the governance matters that the Members would like to follow up on.

### **Background:**

On May 15<sup>th</sup> Art Versteeg led the Members through a review of MVCA's governance policies and practices. The review provided the Members with an opportunity to reflect on current governance practices and policies. The review identified governance practices and policies that are working well as well as policies and practices the Members would like to improve or at least discuss further.

On May 21<sup>st</sup>, the General Manager and GIS Specialist met with Art Versteeg to identify the topics that the Members have identified for further discussion. We also reviewed the questions that were used for the governance review and identified changes that would improve the review.

### **Topics Identified during the Review:**

The list of governance related policies and procedures to discuss was developed from notes taken by staff and the facilitator. Since no motions were passed it was difficult to know if there was a consensus or majority support for all the topics listed. This report is an opportunity for the Members to provide direction on the policies and procedures that they would like to take action on.

1. Review of Vision, Mission and Ends: They have not been reviewed since 2010. There appeared to be consensus that the Members would like to review them. A good opportunity to do this would be at the September Members meeting so that any changes can be incorporated into the work plan for 2025-2027.

2. Monitoring/Evaluating the impact of MVCA's Services: There appeared to be consensus that we need to include information on how MVCA's activities relate to the ends and priorities that have been developed. Reports to the Members could include a section that states how the proposed project/activity relates to the ends and priorities that MVCA has established.
3. Outcome based reporting for MVCA Services: There appeared to be consensus that MVCA needs to develop outcome-based reporting indicators but still include activity-based indicators as well. Example: 10,000 trees/shrubs were planted which resulted in 10 acres of wetlands being restored. One of MVCA's Ends is to protect and expand natural areas.
4. Decision Making: The consensus appeared to be that the Members would like to keep using Roberts Rules of Order.
5. Policy for Handling Urgent Matters: There appeared to be consensus that the special meeting policy needs to be updated so that a special meeting can be held without having to provide three days notice.
6. Committee Reporting: There was no consensus on how Members who are appointed to a committee are to report back to the Membership for the Huron County Water Protection Steering Committee and the John Hindmarsh Environmental Trust Fund Board. Reporting could take place at regular meeting under the Chair and Members Reports section of the agenda.
7. Members Roles and Responsibilities for Promoting MVCA: There appeared to be consensus to have additional discussions regarding the Members roles and responsibilities. Time could be allocated at a future meeting to discuss this topic. The Members roles and responsibilities are defined in the Admin. Regs and the Members Manual.
8. Member Orientation: There appeared to be consensus that the orientation for new members need to be expanded to include more information regarding MVCA's Administrative Regulations and the CA Act.
9. Members Training: There appeared to be consensus that training related to Member responsibilities needs to be undertaken. Topics suggested included: Director and Officer Liability; media training, cyber security.

10. Administrative Regulations: There appeared to be consensus that the Administrative Regulations should be reviewed. MVCA's Administrative Regulation states that the regulation should be reviewed every four years. The Administrative Regulation was developed in 2018 and has been amended several times but the entire regulation has not been reviewed since it was adopted.
11. Other Matters: A request was made to review MVCA's Short term disability policy. If the Members would like to review this policy, it could be referred to the Personnel Committee. The Short-Term Disability Policy is included in the Personnel Manual.
12. Governance Review Format and Questions: To help guide the development of the 2028 governance review. It would be helpful if the Members provided direction on the format and questions used for the next governance review. Staff and the facilitator have reviewed the questions used for the 2024 review and identified some changes that they would make for the next review. A draft of the questions that could be included in the 2028 governance review are attached. A note could also be included in the file identifying that an outside facilitator should be used to help lead the governance review.

**Recommendation:**

To be developed at the meeting.

## MVCA Members Governance Review Questions: (Revisions based upon the 2024 review)

Next Review to be held in 2028

MVCA has an ongoing commitment to good governance. In the spirit of continuous improvement, a governance review is conducted every four years.

The objective of the governance review is for the Members to reflect on the current processes governing MVCA and evaluate if they are working effectively. The governance review is used to identify areas for improvement as well as to acknowledge what is working well.

The review questions are listed below. Please respond to these questions in the space provided below each question. The questions will be discussed in open forum prior to the Members meeting. The outcomes of the session are to identify:

- a) areas for improvement
- b) practices & policies that are working well

1. Monitoring progress on vision, mission, and ends

- a) Has a mission statement, vision statement, ends, and short-term goals been developed and approved by the Membership within the past 3 to 5 years?

Status: The current Vision and Mission were developed and approved by the Members in 2010. The Ends and Short-Term Goals were adopted in 2014 when MVCA restructured its services.

Vision: Working for a healthy environment

Mission: Providing leadership to protect and enhance local water, forests, and soils.

Ends:

1. To protect life, property and prevent social disruption from flooding and erosion hazards.
2. To protect water and related resources for present and future generations.
3. To protect and expand natural areas



Priorities:

Maitland Conservation has developed a three-year work plan that focusses our resources on delivering core services. Our priorities for the next three years are (to be developed)

Comments: Is the current practice working well?

If not, please identify any ways it could be improved.

- b) Is there is a process for monitoring and evaluating the Authority's work to ensure it is aligned with its mission, vision, ends, and short-term goals?

Current Process: The current process for monitoring and evaluating the Authority's work is through the activity updates provided by staff in June and September. A year end activity review is undertaken in January or at the Annual Meeting.

Comments: Is the current process working well? If not, please identify any ways it could be improved.

2. Work Planning: Developing and monitoring the 3-year and 1-year workplans:

- a) Is the Membership actively involved in developing and reviewing the 3-year and 1-year workplans to ensure that they are connected to MVCA's Vision, Mission, Ends and short-term priorities?

Current Process: Staff develop the three year and 1 year work plans and present them to the Members for review and comment.

- b) Are the Conservation Authority's programs regularly monitored and evaluated?

Current Process: Activity updates are provided in June and September. MVCA undertook an evaluation of its programs in 2026 as part of the Regulatory Update of Conservation Authority Programs.

Comments: Is the current process working well? If not, do you have any ideas for improvement?

3. Budgeting: Developing and monitoring the 3-year and 1-year budgets

- a) Does the Membership approve and monitor the 3-year and 1-year budgets and any significant variances from the budget?

Current Process: The three-year budget forecast is approved in October each year when the forecast is updated.

The Draft Budget is approved for circulation to Member municipalities in December each year and given final approval in March.

Budget Updates are provided to the Members in June and September. Variances in the budget are identified as part of each report.

A year end review of revenues and expenditures is undertaken in January each year.

Comments: Is the current process working? If not do you have any ideas for improvement

- b) Does the Membership receive sufficient information to keep current on the Conservation Authority's financial performance and to make informed fiscal decisions?

Current Process: The Members receive a budget update at the June and September meetings. The Members receive a detailed review of the year end revenue and expenditures at the January meeting.

Comments: Is the current process working well? Do you have any ideas for improvement?

- c) Are the 3-year and 1-year budgets connected to the Conservation Authority's vision, mission, ends, and short-term goals?

Current Process: The budget is developed based upon MVCA's three year and annual work plans. The work plans are based upon MVCA's vision, mission, ends and short-term goals.

Comments: Is the current process working well? Do you have any ideas for improvement?

4. Effectiveness of meeting structure, decision making and process

- a) Does the Membership have effective ways of organizing itself. (agendas developed for meetings, a process for ensuring action items are completed, etc.)?

Current Process: An agenda is prepared for every meeting. Action items are included in Business Out of the Minutes.

The Members Work Plan outlines the business that the Members are required to provide direction on or to approve. The Members Work Plan is reviewed at the end of the year to review the status of each business item.

Comments: Is the current process working well? Do you have any ideas for improvement?

- b) Is the annual business schedule (i.e., what business is covered at each meeting) working effectively? If not, how could it be improved?

Current Schedule of Business:

January: Year End Review: Members Work Plan, Revenue/Expenditures, Annual Meeting Agenda finalized.

February: Annual Meeting-Election of Officers

March: Approval of Annual Work Plan & Budget; Appointment to Committees, Auditors Report, Carbon Footprint Report, Members Work Plan/Business for upcoming year

April: Identification of Education/Information Topics for Members; Government Relations Strategy for year; Annual Progress Report-Drinking Water Source Protection

June: Work Plan and Budget Update

September: Work Plan and Budget Update

October: Review and Update of three-year work plan and budget; setting draft cost apportionment for the next year.

November: Review of proposed authority funded projects for next year; review of fees policy and proposed changes to fees; Review of recommendations from the Personnel Committee; Review of recommendations from the Joint Health and Safety Committee

December: Review of draft Work Plan and Budget for the next year; Review of comments on any proposed revisions to the Fees Policy and Fees for the next year; approval of fees for next year; review of draft information package to be sent to member municipalities regarding the next year's work plan and budget.

Comments: Is the current schedule working? If not what improvements could be made?

##### 5. Role of Committees

- a) MVCA appoints Members to sit on the Conservation Ontario council, the MCF board, the Personnel Committee, the John Hindmarsh Environmental Trust Fund Board, the Huron County Water Protection Committee, Carbon Footprint Initiative and the Joint Management Committee for Drinking Water Source Protection (ABCA-MVCA). Are these committees working effectively? Should anything be changed?

Comments: Do the Members need to have a representative on all the current committees and Boards?

b) Is committee business reported back to all Members?

Comments: Should a formal or informal reporting process be developed for each committee that does not currently report to the Members?

6. Reporting back to member municipalities by each Member

a) Do Members provide sufficient information to local councils?

Comments: Is the current process working effectively? If not, what improvements could be made?

7. Effectiveness of outreach with municipalities, provincial/federal politicians, and public

a) Does the Membership take responsibility for enhancing the Conservation Authority's image and fostering a clear understanding of the Conservation Authority, vision, mission, ends, short term priorities and leadership decisions among the member municipalities and with the Conservation Authority's various publics?

Comments: Is the current process working? If not, what improvements need to be made?

b) Does the Membership actively participate in activities related to securing support for municipal levies?

Comments: Is the current process sufficient? If not, what improvements could be made?

8. Role of GM-ST and Members

a) Are the roles and responsibilities documented between the Membership and GM-ST?

Current Process: Roles and responsibilities outlined in MVCA's Administrative Regulation and the Members Manual.

Comments: Is the division of responsibilities appropriate? If not, what changes need to be made?

b) Does the Membership focus on high-level governance duties (i.e., strategic planning, policies), while operational duties (day-to-day duties) are delegated to the GM-ST?

Current Roles and Responsibilities: The Administrative Regulation outlines that the Members are to focus on governance, compliance with legislation, financial soundness and ensuring appropriate policies are in place.

Comments: Do Administrative Regulations clearly outline the roles and responsibilities of the Members? If not, what changes need to be made?

- c) Does the Membership monitor and evaluate the performance of the GM-ST against the agreed upon workplan?

Current Process: GM ST prepared a work plan each year. A performance review is undertaken by the Chair, Vice and 2nd Vice Annually and reported to the Members in December.

Comments: Is the current process working? If not, what improvements need to be made?

- d) The Membership evaluates its own performance every 4 years at mid term. Would the Members like to maintain the current frequency and timing for the review?

Current Process: A governance review is held at mid term every four years.

Comments: Is the current frequency and timeframe appropriate? If not, what improvements need to be made?

9. Member Training and Orientation:

- a) Do new Members receive an orientation package and sufficient information about their roles and responsibilities?

Current Process: New members are provided with an orientation session and provided with an information package that outlines their roles and responsibilities.

Comments: Is the current process sufficient? If not, what improvements need to be made?

- b) Do the Members receive regular training about their responsibilities (e.g., annual board orientation, media training, financial literacy, Director and Officer Liability Training, etc.)?

Current Process: Members identify training and information sessions that they would like provided each year.

Comments: Is the current process working? If not, what changes need to be made?

## Members Report #40-2024

**To:** Members, MVCA  
**From:** Phil Beard, General Manager Secretary-Treasurer  
**Date:** May 30, 2024  
**Subject:** Review of MVCA's Investment Policy

---

### Purpose:

To review and identify possible changes to MVCA's Investment Policy

### Background:

In 2012 MVCA decided to invest some of its accumulated surplus in bonds to obtain a higher rate of return than we were receiving from our savings account. A total of \$250,000 of MVCA's accumulated surplus was invested.

The funds were invested through Fraser Wilson CIBC Wood Gundy. Mr. Wilson had made a presentation to the Members in 2012 and a motion was made to invest the funds.

Over the years the returns on bonds went down so MVCA switched the funds to GICs. In May 2024 MVCA's GIC's matured, and Mr. Wilson recommended that we spread the investment out over three years instead of one year as interest rates are anticipated to drop over the next three years. MVCA investments have increased to \$326,924.

Staff have reviewed MVCA's Investment Policy and advised Mr. Wilson to keep the funds in a high interest savings account (5.25%) until direction was received from the Members.

Staff have reviewed MVCA's Investment Policy, which was adopted in 2018 and identified some areas of the policy that require review and discussion with the Members. A copy of MVCA's Investment Policy is attached to this report. The sections requiring discussion have been highlighted.

1. Appointment of a brokerage firm: MVCA did not appoint Mr. Wilson, CIBC-Wood Gundy as the brokerage firm to handle MVCA's investments. Staff would recommend that the Members appoint Fraser Wilson CIBC Wood Gundy to handle MVCA's investments. Mr. Wilson and his staff have been handling MVCA's investments since 2012 in the case of MVCA. Mr. Wilson also looks after the MCF's investments as well as the investment of shares that are donated to the MCF and MVCA. MVCA also does it's banking with the CIBC.

Staff would recommend that the Members review this appointment every 3-4 years.

2. Market Quotes: Mr. Wilson and his staff do look at what rates of return are available from investment vehicles that meet MVCA's investment policy. This section of the policy needs to be amended to state that MVCA will decide on investments based upon the recommendation of the broker if it meets MVCA's Investment Policy.
3. Purchase of Investments: The present policy states that investments must be approved by the Board of Directors and initiated by the Administrative Finance Coordinator. Staff are recommending that the Members consider amending this section to allow the General Manager Secretary Treasurer or Administrative Finance Coordinator to reinvest funds in investment vehicles that meet MVCA's Investment Policy. This is consistent with other operational matters. The Members will continue to receive updates on MVCA's investments as part of the budget update reports and as part of the year end review. Any increase in MVCA's investments would still need to be approved by the Members.

**Recommendation:**

To be developed at the meeting.

**Maitland Valley Conservation Authority: INVESTMENT POLICY**  
**Approved April 18, 2018**

**Introduction:**

The Conservation Authorities Act does not specifically outline banking and investment policies for Conservation Authorities. In 1994, however, a ruling by Ministry of Natural Resources stated that Conservation Authorities must follow the guidelines for municipalities as outlined in the Municipal Act. Following are relevant Sections of the Municipal Act 2001:

418. (1) A municipality may invest in prescribed securities, in accordance with the prescribed rules, money that it does not require immediately including,

(a) money in a sinking, retirement or reserve fund;  
(b) money raised or received for the payment of a debt of the municipality or interest on the debt;  
and

(c) proceeds from the sale, loan or investment of any debentures. 2001, c. 25, s. 418 (1).418. (6)

The Lieutenant Governor in Council may make regulations,

(a) prescribing rules for the purpose of subsection (1);  
(b) prescribing and defining securities or classes of them for the purpose of subsection (1);  
(b.1) prescribing and defining financial instruments and agreements that municipalities may issue or enter into for or in relation to investments under subsection (1);  
(c) providing that a municipality does not have power to invest in securities or classes of securities specified in the regulation. 2001, c. 25, s. 418 (6); 2006, c. 32, Sched. A, s. 182

The Maitland Valley Conservation Authority will only make investments that fall within the applicable Regulation(s) at the time the investment is made. A copy of Ontario Regulation 438/97, which is currently in effect, is attached to this Policy, as information.

**Investments**

**Investment Objectives**

The objectives of the Maitland Valley Conservation Authority's investment activities are to provide high yields at minimal risk, with reasonable liquidity to meet forecasted cash requirements. High yields are ensured by shopping for competitive returns when placing funds in investments, and maximizing returns by investing for longer terms where possible. Risk is minimized by maintaining a degree of diversification and investing in only safe alternatives allowed under the Municipal Act. The appropriate degree of liquidity is established by preparing cash flow forecasts and matching investment periods to the need for cash.



## **Eligible Investments**

The Maitland Valley Conservation Authority's portfolio is limited to the following:

- Investments directly guaranteed by the Government of Canada
- Investments directly guaranteed by any province or territory of Canada,
- Investments directly guaranteed by any bank (that is listed in Schedule I, II or III to the Bank Act (Canada), subject to a minimum DBRS rating of AA low for Bonds, and R1 mid for money market instruments.
- Investments directly guaranteed by any trust corporation or loan corporation (that is registered under the Loan and Trust Corporations Act), subject to a minimum DBRS rating of AA low for Bonds, and R1 mid for money market instruments.
- "ONE" - The Public Sector Group of Funds

## **Diversification**

Three "Investment Categories" have been defined. They are:

- 1) Banks, Trust Companies and Funds
- 2) Government Guaranteed Bonds
- 3) Other

## **Placing funds in Investments**

The services of investment brokers are used for the day-to-day placing of investments and the safekeeping of investment certificates. A Resolution of the Board of Directors is required to appoint a brokerage firm to provide these services. A brokerage firm related to the Maitland Valley Conservation Authority's bank may be used, if approved by such Resolution of the Board of Directors.

The Authority will request competitive market quotes when placing funds with a particular type of institution, and choose the investment which best meets the objectives of MVCA.

Purchases of Investments are initiated by Admin/Finance Coordinator and must be approved by the Board of Directors.

## **Reporting: Cash and Investment Status Report**

A Cash and Investment Status Report will be provided to the Board of Directors as part of the Budget Update reports that are submitted to the Board in June and September as well as in January as part of the year end revenue/expenditure report. This report will list the most recent month-end balances of all investments including bank accounts. It will also include the date invested, the maturity date, the rate of interest being earned and the forecasted investment income for the current year.

## **Appendix 1 – Ontario Regulation 438/97**

Municipal Act, 2001

Loi de 2001 sur les municipalités

ONTARIO REGULATION 438/97

formerly under Municipal Act

### **ELIGIBLE INVESTMENTS AND RELATED FINANCIAL AGREEMENTS**

Consolidation Period: From January 1, 2012 to the e-Laws currency date.

Last amendment: O. Reg. 373/11.

This Regulation is made in English only.

1. A municipality does not have the power to invest under section 418 of the Act in a security other than a security prescribed under this Regulation. O. Reg. 438/97, s. 1; O. Reg. 399/02, s. 1.

2. The following are prescribed, for the purposes of subsection 418 (1) of the Act, as securities that a municipality may invest in:

1. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by,

- i. Canada or a province or territory of Canada,
- ii. an agency of Canada or a province or territory of Canada,
- iii. a country other than Canada,
- iv. a municipality in Canada including the municipality making the investment,
- iv.1 the Ontario Strategic Infrastructure Financing Authority,
- v. a school board or similar entity in Canada,
- v.1 a university in Ontario that is authorized to engage in an activity described in section 3 of the Post-secondary Education Choice and Excellence Act, 2000,
- v.2 the board of governors of a college established under the Ontario Colleges of Applied Arts and Technology Act, 2002,
- vi. a local board as defined in the Municipal Affairs Act (but not including a school board or a municipality) or a conservation authority established under the Conservation Authorities Act,
- vi.1 a board of a public hospital within the meaning of the Public Hospitals Act,
- vi.2 a non-profit housing corporation incorporated under section 13 of the Housing Development Act,
- vi.3 a local housing corporation as defined in section 24 of the Housing Services Act, 2011, or
- vii. the Municipal Finance Authority of British Columbia.

2. Bonds, debentures, promissory notes or other evidence of indebtedness of a corporation if,

- i. the bond, debenture or other evidence of indebtedness is secured by the assignment, to a trustee, as defined in the Trustee Act, of payments that Canada or a province or

territory of Canada has agreed to make or is required to make under a federal, provincial or territorial statute, and

ii. the payments referred to in subparagraph i are sufficient to meet the amounts payable under the bond, debenture or other evidence of indebtedness, including the amounts payable at maturity.

3. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments the terms of which provide that the principal and interest shall be fully repaid no later than two years after the day the investment was made, if the receipt, note, certificate or instrument was issued, guaranteed or endorsed by,

i. a bank listed in Schedule I, II or III to the Bank Act (Canada),

ii. a loan corporation or trust corporation registered under the Loan and Trust Corporations Act, or

iii. a credit union or league to which the Credit Unions and Caisses Populaires Act, 1994 applies.

3.1 Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments the terms of which provide that the principal and interest shall be fully repaid more than two years after the day the investment was made, if the receipt, note, certificate or instrument was issued, guaranteed or endorsed by,

i. a bank listed in Schedule I, II or III to the Bank Act (Canada),

ii. a loan corporation or trust corporation registered under the Loan and Trust Corporations Act,

iii. a credit union or league to which the Credit Unions and Caisses Populaires Act, 1994 applies.

4. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by an institution listed in paragraph 3.

5. Short term securities, the terms of which provide that the principal and interest shall be fully repaid no later than three days after the day the investment was made, that are issued by,

i. a university in Ontario that is authorized to engage in an activity described in section 3 of the Post-secondary Education Choice and Excellence Act, 2000,

ii. the board of governors of a college established under the Ontario Colleges of Applied Arts and Technology Act, 2002, or

iii. a board of a public hospital within the meaning of the Public Hospitals Act.

6. Bonds, debentures, promissory notes, other evidence of indebtedness or other securities issued or guaranteed by the International Bank for Reconstruction and Development.

6.1. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by a supranational financial institution or a supranational governmental organization, other than the International Bank for Reconstruction and Development.

7. Asset-backed securities, as defined in subsection 50 (1) of Regulation 733 of the Revised Regulations of Ontario, 1990 made under the Loan and Trust Corporations Act.

7.1 Bonds, debentures, promissory notes or other evidence of indebtedness issued by a corporation that is incorporated under the laws of Canada or a province of Canada, the terms of which provide that the principal and interest shall be fully repaid more than five years after the date on which the municipality makes the investment.

7.2 Bonds, debentures, promissory notes or other evidence of indebtedness issued by a corporation that is incorporated under the laws of Canada or a province of Canada, the terms of which provide that the principal and interest shall be fully repaid more than one year and no later than five years after the date on which the municipality makes the investment.

8. Negotiable promissory notes or commercial paper, other than asset-backed securities, maturing one year or less from the date of issue, if that note or commercial paper has been issued by a corporation that is incorporated under the laws of Canada or a province of Canada.

8.1 Shares issued by a corporation that is incorporated under the laws of Canada or a province of Canada.

9. Bonds, debentures, promissory notes and other evidences of indebtedness of a corporation incorporated under section 142 of the Electricity Act, 1998.

10. Bonds, debentures, promissory notes or other evidence of indebtedness of a corporation if the municipality first acquires the bond, debenture, promissory note or other evidence of indebtedness as a gift in a will and the gift is not made for a charitable purpose.

11. Securities of a corporation, other than those described in paragraph 10, if the municipality first acquires the securities as a gift in a will and the gift is not made for a charitable purpose.

12. Shares of a corporation if,  
i. the corporation has a debt payable to the municipality,  
ii. under a court order, the corporation has received protection from its creditors,  
iii. the acquisition of the shares in lieu of the debt is authorized by the court order,  
and  
iv. the treasurer of the municipality is of the opinion that the debt will be uncollectable by the municipality unless the debt is converted to shares under the court order. O. Reg. 438/97, s. 2; O. Reg. 265/02, s. 1; O. Reg. 399/02, s. 2; O. Reg. 655/05, s. 2; O. Reg. 607/06, s. 1; O. Reg. 39/07, s. 1; O. Reg. 373/11, s. 1.

2.1 A security is prescribed for the purposes of subsection 418 (1) of the Act as a security that a municipality may invest in if,

(a) the municipality invested in the security before January 12, 2009; and  
(b) the terms of the municipality's continued investment in the security have been changed pursuant to the Plan Implementation Order of the Ontario Superior Court of Justice dated January 12, 2009 (Court file number 08-CL-7440) and titled "In the matter of the Companies' Creditors Arrangement Act, R.S.C. 1985, c. C-36 as amended and in the matter of a plan of compromise and arrangement involving Metcalfe & Mansfield Alternative Investments II Corp. et al". O. Reg. 292/09, s. 1.

3. (1) A municipality shall not invest in a security under subparagraph 1 iii, v.1, v.2, vi.1, vi.2 or vi.3 or paragraph 3.1 or 4 of section 2 unless the bond, debenture, promissory note or evidence of indebtedness is rated,

- (a) REVOKED: O. Reg. 265/02, s. 2 (1).
- (b) by Dominion Bond Rating Service Limited as “AA(low)” or higher;
- (b.1) by Fitch Ratings as “AA-” or higher;
- (c) by Moody’s Investors Services Inc. as “Aa3” or higher; or
- (d) by Standard and Poor’s as “AA-” or higher. O. Reg. 438/97, s. 3 (1); O. Reg. 265/02, s. 2 (1); O. Reg. 399/02, s. 3 (1); O. Reg. 655/05, s. 3 (1, 2); O. Reg. 607/06, s. 2; O. Reg. 39/07, s. 2.

(2) REVOKED: O. Reg. 655/05, s. 3 (3).

(2.1) A municipality shall not invest in a security under paragraph 6.1 of section 2 unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “AAA”;
- (b) by Fitch Ratings as “AAA”;
- (c) by Moody’s Investors Services Inc. as “Aaa”; or
- (d) by Standard and Poor’s as “AAA”. O. Reg. 655/05, s. 3 (4).

(3) A municipality shall not invest in an asset-backed security under paragraph 7 of section 2 that matures more than one year from the date of issue unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “AAA”;
- (a.1) by Fitch Ratings as “AAA”;
- (b) by Moody’s Investors Services Inc. as “Aaa”; or
- (c) by Standard and Poor’s as “AAA”. O. Reg. 265/02, s. 2 (2); O. Reg. 399/02, s. 3 (2); O. Reg. 655/05, s. 3 (5).

(4) A municipality shall not invest in an asset-backed security under paragraph 7 of section 2 that matures one year or less from the date of issue unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “R-1(high)”;
- (a.1) by Fitch Ratings as “F1+”;
- (b) by Moody’s Investors Services Inc. as “Prime-1”; or
- (c) by Standard and Poor’s as “A-1+”. O. Reg. 265/02, s. 2 (2); O. Reg. 399/02, s. 3 (3); O. Reg. 655/05, s. 3 (6).

(4.1) A municipality shall not invest in a security under paragraph 7.1 of section 2 unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “AA(low)” or higher;
- (b) by Fitch Ratings as “AA-” or higher;
- (c) by Moody’s Investors Services Inc. as “Aa3” or higher; or
- (d) by Standard and Poor’s as “AA-” or higher. O. Reg. 292/09, s. 2 (1).

(4.2) A municipality shall not invest in a security under paragraph 7.2 of section 2 unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “A” or higher;

- (b) by Fitch Ratings as “A” or higher;
- (c) by Moody’s Investors Services Inc. as “A2”; or
- (d) by Standard and Poor’s as “A”. O. Reg. 292/09, s. 2 (1).

(5) A municipality shall not invest in a security under paragraph 8 of section 2 unless the promissory note or commercial paper is rated,

- (a) by Dominion Bond Rating Service Limited as “R-1(mid)” or higher;
- (a.1) by Fitch Ratings as “F1+”;
- (b) by Moody’s Investors Services Inc. as “Prime-1”; or
- (c) by Standard and Poor’s as “A-1+”. O. Reg. 265/02, s. 2 (2); O. Reg. 399/02, s. 3

(4); O. Reg. 655/05, s. 3 (8).

(6) If an investment made under subparagraph 1 iii, v.1, v.2, vi.1, vi.2 or vi.3 of section 2 or paragraph 3.1, 4, 6.1, 7, 7.1, 7.2 or 8 of section 2 falls below the standard required by this section, the municipality shall sell the investment within 180 days after the day the investment falls below the standard. O. Reg. 292/09, s. 2 (2).

(6.1) Subsection (6) does not apply with respect to an investment made by a municipality under paragraph 7 of section 2 on a day before the day this subsection comes into force. O. Reg. 292/09, s. 2 (3).

(7) A municipality shall not invest in a security under paragraph 9 of section 2 unless, at the time the investment is made and as long as it continues, the investment ranks, at a minimum, concurrently and equally in respect of payment of principal and interest with all unsecured debt of the corporation. O. Reg. 265/02, s. 2 (2).

(8) A municipality shall not invest in a security under paragraph 9 of section 2 unless, at the time the investment is made, the total amount of the municipality’s investment in debt of any corporation incorporated under section 142 of the Electricity Act, 1998 that would result after the proposed investment is made does not exceed the total amount of investment in debt, including any interest accrued on such debt, of the municipality in such a corporation that existed on the day before the day the proposed investment is to be made. O. Reg. 265/02, s. 2 (2).

(9) Any investment made under paragraph 9 of section 2, including any refinancing, renewal or replacement thereof, may not be held for longer than a total of 10 years from the date such investment is made. O. Reg. 265/02, s. 2 (2).

(10) Subsections (7), (8) and (9) do not prevent a municipality from holding or disposing of a security described in paragraph 9 of section 2 issued by a corporation incorporated under section 142 of the Electricity Act, 1998, if the municipality acquired the security through a transfer by-law or otherwise under that Act. O. Reg. 655/05, s. 3 (9).

(11) A municipality shall sell an investment described in paragraph 10 or 11 of section 2 within 90 days after ownership of the investment vests in the municipality. O. Reg. 655/05, s. 3 (9).

(12) REVOKED: O. Reg. 292/09, s. 2 (4).

4. (1) A municipality shall not invest more than 25 per cent of the total amount in all sinking and retirement funds in respect of debentures of the municipality, as estimated by its

treasurer on the date of the investment, in short-term debt issued or guaranteed by the municipality. O. Reg. 438/97, s. 4 (1).

(2) In this section,

“short-term debt” means any debt, the terms of which provide that the principal and interest of the debt shall be fully repaid no later than 364 days after the debt is incurred. O. Reg. 438/97, s. 4 (2).

4.1 (1) A municipality shall not invest in a security under paragraph 7 of section 2 or in a promissory note or commercial paper under paragraph 8 of section 2 unless, on the date that the investment is made,

(a) the municipality itself is rated, or all of the municipality’s long-term debt obligations are rated,

(i) by Dominion Bond Rating Service Limited as “AA(low)” or higher,

(i.1) by Fitch Ratings as “AA-” or higher,

(ii) by Moody’s Investors Services Inc. as “Aa3” or higher, or

(iii) by Standard and Poor’s as “AA-” or higher; or

(b) the municipality has entered into an agreement with the Local Authority Services Limited and the CHUMS Financing Corporation to act together as the municipality’s agent for the investment in that security, promissory note or commercial paper. O. Reg. 265/02, s. 3; O. Reg. 399/02, s. 4; O. Reg. 655/05, s. 4 (1, 2).

(1.1) A municipality shall not invest in a security under paragraph 7.1 or 8.1 of section 2 unless, on the date the investment is made, the municipality has entered into an agreement with the Local Authority Services Limited and the CHUMS Financing corporation to act together as the municipality’s agent for the investment in the security. O. Reg. 655/05, s. 4 (3).

(1.2) Subsection (1.1) does not apply to investments in securities by the City of Ottawa if all of the following requirements are satisfied:

1. Only the proceeds of the sale by the City of its securities in a corporation incorporated under section 142 of the Electricity Act, 1998 are used to make the investments.

2. The investments are made in a professionally-managed fund.

3. The terms of the investments provide that,

i. where the investment is in debt instruments, the principal must be repaid no earlier than seven years after the date on which the City makes the investment, and

ii. where the investment is in shares, an amount equal to the principal amount of the investment cannot be withdrawn from the fund for at least seven years after the date on which the City makes the investment.

4. The City establishes and uses a separate reserve fund for the investments.

5. Subject to paragraph 6, the money in the reserve fund, including any returns on the investments or proceeds from their disposition, are used to pay capital costs of the City and for no other purpose.

6. The City may borrow money from the reserve fund but must repay it plus interest. O. Reg. 655/05, s. 4 (3).

(2) The investment made under clause (1) (b) or described in subsection (1.1), as the case may be, must be made in the One Investment Program of the Local Authority Services Limited and the CHUMS Financing Corporation with,

- (a) another municipality;
- (b) a public hospital;
- (c) a university in Ontario that is authorized to engage in an activity described in section 3 of the Post-secondary Education Choice and Excellence Act, 2000;
- (d) the board of governors of a college established under the Ontario Colleges of Applied Arts and Technology Act, 2002;
- (d.1) a foundation established by a college mentioned in clause (d) whose purposes include receiving and maintaining a fund or funds for the benefit of the college;
- (e) a school board; or
- (f) any agent of an institution listed in clauses (a) to (d.1). O. Reg. 265/02, s. 3; O. Reg. 655/05, s. 4 (4); O. Reg. 607/06, s. 3; O. Reg. 292/09, s. 3; O. Reg. 52/11, s. 1.

5. A municipality shall not invest in a security issued or guaranteed by a school board or similar entity unless,

- (a) the money raised by issuing the security is to be used for school purposes; and
  - (b) REVOKED: O. Reg. 248/01, s. 1.
- O. Reg. 438/97, s. 5; O. Reg. 248/01, s. 1.

6. (1) A municipality shall not invest in a security that is expressed or payable in any currency other than Canadian dollars. O. Reg. 438/97, s. 6 (1).

(2) Subsection (1) does not prevent a municipality from continuing an investment, made before this Regulation comes into force, that is expressed and payable in the currency of the United States of America or the United Kingdom. O. Reg. 438/97, s. 6 (2).

7. (1) Before a municipality invests in a security prescribed under this Regulation, the council of the municipality shall, if it has not already done so, adopt a statement of the municipality's investment policies and goals. O. Reg. 438/97, s. 7.

(2) In preparing the statement of the municipality's investment policies and goals under subsection (1), the council of the municipality shall consider,

- (a) the municipality's risk tolerance and the preservation of its capital;
- (b) the municipality's need for a diversified portfolio of investments; and
- (c) obtaining legal advice and financial advice with respect to the proposed investments. O. Reg. 265/02, s. 4.

(3) REVOKED: O. Reg. 655/05, s. 5.

(4) In preparing the statement of the municipality's investment policies and goals under subsection (1) for investments made under paragraph 9 of section 2, the council of the municipality shall consider its plans for the investment and how the proposed investment would affect the interest of municipal taxpayers. O. Reg. 265/02, s. 4.

8. (1) If a municipality has an investment in a security prescribed under this Regulation, the council of the municipality shall require the treasurer of the municipality to prepare and



provide to the council, each year or more frequently as specified by the council, an investment report. O. Reg. 438/97, s. 8 (1).

(2) The investment report referred to in subsection (1) shall contain,

(a) a statement about the performance of the portfolio of investments of the municipality during the period covered by the report;

(b) a description of the estimated proportion of the total investments of a municipality that are invested in its own long-term and short-term securities to the total investment of the municipality and a description of the change, if any, in that estimated proportion since the previous year's report;

(c) a statement by the treasurer as to whether or not, in his or her opinion, all investments are consistent with the investment policies and goals adopted by the municipality;

(d) a record of the date of each transaction in or disposal of its own securities, including a statement of the purchase and sale price of each security; and

(e) such other information that the council may require or that, in the opinion of the treasurer, should be included. O. Reg. 438/97, s. 8 (2); O. Reg. 655/05, s. 6.

(2.1) The investment report referred to in subsection (1) shall contain a statement by the treasurer as to whether any of the following investments fall below the standard required for that investment during the period covered by the report:

1. An investment described in subparagraph 1 iii, v.1, v.2, vi.1, vi.2 or vi.3 of section 2.

2. An investment described in paragraph 3.1, 4, 6.1, 7, 7.1, 7.2 or 8 of section 2.

3. An investment described in subsection 9 (1). O. Reg. 292/09, s. 4.

(3) Upon disposition of any investment made under paragraph 9 of section 2, the council of the municipality shall require the treasurer of the municipality to prepare and provide to the council a report detailing the proposed use of funds realized in the disposition. O. Reg. 265/02, s. 5.

8.1 If an investment made by the municipality is, in the treasurer's opinion, not consistent with the investment policies and goals adopted by the municipality, the treasurer shall report the inconsistency to the council of the municipality within 30 days after becoming aware of it. O. Reg. 655/05, s. 7.

9. (1) Despite this Regulation, an investment by a municipality in bonds, debentures or other indebtedness of a corporation made before March 6, 1997 may be continued if the bond, debenture or other indebtedness is rated,

(a) REVOKED: O. Reg. 265/02, s. 6.

(b) by Dominion Bond Rating Service Limited as "AA(low)" or higher;

(b.1) by Fitch Ratings as "AA-" or higher;

(c) by Moody's Investors Services Inc. as "Aa3" or higher; or

(d) by Standard and Poor's as "AA-" or higher. O. Reg. 438/97, s. 9 (1); O. Reg. 265/02, s. 6; O. Reg. 399/02, s. 5; O. Reg. 655/05, s. 8.

(1.1) Despite subsection 3 (4.1), an investment in a security under paragraph 7.1 of section 2 made on a day before the day this subsection comes into force may be continued if the security is rated,

- (a) by Dominion Bond Rating Service Limited as “A” or higher;
- (b) by Fitch Ratings as “A” or higher;
- (c) by Moody’s Investors Services Inc. as “A2”; or
- (d) by Standard and Poor’s as “A”. O. Reg. 292/09, s. 5 (1).

(2) If the rating of an investment continued under subsection (1) or (1.1) falls below the standard required by that subsection, the municipality shall sell the investment within 180 days after the day the investment falls below the standard. O. Reg. 438/97, s. 9 (2); O. Reg. 292/09, s. 5 (2).

#### FORWARD RATE AGREEMENTS

10. (1) A municipality that enters into an agreement to make an investment on a future date in a security prescribed by section 2 may enter one or more forward rate agreements with a bank listed in Schedule I, II or III to the Bank Act (Canada) in order to minimize the cost or risk associated with the investment because of fluctuations in interest rates. O. Reg. 655/05, s. 9.

(2) A forward rate agreement shall provide for the following matters:

- 1. Specifying a forward amount, which is the principal amount of the investment or that portion of the principal amount to which the agreement relates.
- 2. Specifying a settlement day, which is a specified future date.
- 3. Specifying a forward rate of interest, which is a notional rate of interest applicable on the settlement day.
- 4. Specifying a reference rate of interest, which is the market rate of interest payable on a specified future date on an acceptance issued by a bank listed in Schedule I, II or III to the Bank Act (Canada).
- 5. Requiring a settlement payment to be payable on the settlement day if the forward rate and the reference rate of interest are different. O. Reg. 655/05, s. 9.

(3) A municipality shall not enter a forward rate agreement if the forward amount described in paragraph 1 of subsection (2) for the investment whose cost or risk the agreement is intended to minimize, when added to all forward amounts under other forward rate agreements, if any, relating to the same investment, would exceed the total amount of the principal of the investment. O. Reg. 655/05, s. 9.

(4) A municipality shall not enter a forward rate agreement unless the settlement day under the agreement is within 12 months of the day on which the agreement is executed. O. Reg. 655/05, s. 9.

(5) A municipality shall not enter a forward rate agreement if the settlement payment described in paragraph 5 of subsection (2) exceeds the difference between the amount of interest that would be payable on the forward amount calculated at the forward rate of interest for the period for which the investment was made and the amount that would be payable calculated at the reference rate of interest. O. Reg. 655/05, s. 9.

(6) A municipality shall not enter a forward rate agreement except with a bank listed in Schedule I, II or III to the Bank Act (Canada) and only if the bank's long-term debt obligations on the day the agreement is entered are rated,

- (a) by Dominion Bond Rating Service Limited as "A(high)" or higher;
- (b) by Fitch Ratings as "A+" or higher;
- (c) by Moody's Investors Service Inc. as "A1" or higher; or
- (d) by Standard and Poor's as "A+" or higher. O. Reg. 655/05, s. 9.

11. (1) Before a municipality passes a by-law authorizing a forward rate agreement, the council of the municipality shall adopt a statement of policies and goals relating to the use of forward rate agreements. O. Reg. 655/05, s. 9.

(2) The council of the municipality shall consider the following matters when preparing the statement of policies and goals:

1. The types of investments for which forward rate agreements are appropriate.
2. The fixed costs and estimated costs to the municipality resulting from the use of such agreements.
3. A detailed estimate of the expected results of using such agreements.
4. The financial and other risks to the municipality that would exist with, and without, the use of such agreements.
5. Risk control measures relating to such agreements, such as,
  - i. credit exposure limits based on credit ratings and on the degree of regulatory oversight and the regulatory capital of the other party to the agreement,
  - ii. standard agreements, and
  - iii. ongoing monitoring with respect to the agreements. O. Reg. 655/05, s. 9.

12. (1) If a municipality has any subsisting forward rate agreements in a fiscal year, the treasurer of the municipality shall prepare and present to the municipal council once in that fiscal year, or more frequently if the council so desires, a detailed report on all of those agreements. O. Reg. 655/05, s. 9.

(2) The report must contain the following information and documents:

1. A statement about the status of the forward rate agreements during the period of the report, including a comparison of the expected and actual results of using the agreements.
2. A statement by the treasurer indicating whether, in his or her opinion, all of the forward rate agreements entered during the period of the report are consistent with the municipality's statement of policies and goals relating to the use of forward rate agreements.
3. Such other information as the council may require.
4. Such other information as the treasurer considers appropriate to include in the report. O. Reg. 655/05, s. 9.

## Members Report #41a-2024

**To:** The Members of Maitland Valley Conservation Authority (MVCA)  
**From:** Phil Beard, General Manager-Secretary-Treasurer;  
Danielle Livingston, Administrative and Financial Services Coordinator  
Jayne Thompson, Communications/GIS/It Coordinator  
Stewart Lockie, Conservation Areas Coordinator  
Jeff Winzenried, Flood Forecasting Supervisor  
Patrick Huber-Kidby, Planning and Regulations Supervisor  
Shannon Millar, Restoration Supervisor  
Ben Van Dieten, Stewardship Supervisor  
Donna Clarkson, Source Water Protection Coordinator  
**Date:** June 7, 2024  
**Subject:** Budget Update Report for the January 1, 2024 through May 31, 2024 period

---

### **Purpose:**

To outline the year-to-date status of the budget and explain any variances for the period of the reporting period.

### **Background:**

The authority has received all but one partial levy payment from our member municipalities. The outstanding balance is the final installment due from Ashfield-Colborne-Wawanosh for \$125,821. ACW pays their levy in installments. The final instalment will be paid in August.

The Ministry of Natural Resources and Forestry (MNRF) has confirmed that they are providing transfer payments for Section 39 for the 2024-25 period to conservation authorities. MVCA has submitted a budget summary request for eligible items totalling \$587,490. Funding hasn't been received yet for the new fiscal period. In 2023, MVCA received \$36,424 for this grant.

It is anticipated that Drinking Water Source Water Protection funding from the Ministry of Environment Conservation and Parks (MECP) will continue to flow to the lead authority for the April 1, 2024 through March 31, 2025 fiscal period and that that the MVCA will be allotted the portion that was budgeted.

The Maitland Conservation Foundation (MCF) and the John Hindmarsh Environmental Trust Fund (JHETF) committed to combined funding of \$114,800 with the possibility of additional funds flowing from JHETF for projects. The 2024 MVCA 2024 budget included \$86,155 of MCF and JHETF funding.

All other revenues included in the approved budget are expected to be received.

**Cash and Investment Status Report**

On May 23, 2024 staff provided direction to the investment manager to trade and transfer \$325,000 from the GIC to a savings investment account.

Balance	Account	Interest Received in Fiscal Period	Rate	Maturity Date
\$355,698	GIC/Mutual Fund	\$23,538	3.75-3.85%	May 2024
\$2,303,727	Chequing/Saving	\$26,475	5.5%	Reviewed annually

**Amendments**

Equipment for Server Room Addition

In April, issues occurred with the existing air conditioning unit that regulated the authorities server room. The a/c unit was scheduled for replacement next year, however, the unit developed problems which required early and immediate replacement. After considering the cooling requirements and previous access issues of the server, it was determined it would be beneficial to move the server to a larger room and install a new A/C to provide the proper cooling requirements which was completed on April 26th.

Costs included a new A/C unit and installation of \$9,876.82 and professional IT services of \$762.75 for a total of \$10,639.57

Expense to come for Working Capital Surplus

**Office Renovation Update**

Tenders were received for the accessibility renovations in May with the lowest tender coming in a \$118,000.00 plus HST. A budget figure was originally developed at \$100,000.00 requiring an additional \$20,000 to be included in this project expense. Members awarded the tender at the May 22<sup>nd</sup> meeting and approved the additional \$20,000 to come from Working Capital Surplus.

**Falls Reserve Conservation Area – Communication devices**

Currently the staff at FRCA depend on portable and fixed radios to communicate with each other in the park operations. An issue has developed with the current radios where communication is sporadic or not working. Upgrading to a digital communication system was recommended to resolve this issue. Cost for upgrades are estimated at \$10,000 to come from Falls Reserve Surplus.

**Watershed Health Assessment:** The MCF has finalized their donation to the Watershed Health Project for 2024. The MCF is providing a total of \$38,425 instead of \$5,000. This additional funding will help pay for the equipment needed for the stream monitoring and staffing support to conduct the field work associated with the aquatic health assessment work in 2024. The funding is also being provided to establish a groundwater monitoring network for the Scott Municipal Drain Watershed Project.

**Summary:**

The summary of expenditures along with explanation of any variances are outlined in the tables below.

<b>Maitland Valley Conservation Authority - Operating Budget Summary as of May 31, 2024</b>			
<b>Item</b>	<b>Budgeted</b>	<b>Expenditure</b>	<b>Comments if Variations for Period that is being Reported</b>
	<b>Expenditure</b>	<b>to Date</b>	
<b>Corporate Services</b>			
Administration	380,010	166,939	
Financial Management	115,177	84,356	Many annualized expenses are already allocated (insurance and audit).
Governance	16,600	3,893	Q2-4 per diems haven't occurred.
Service Area Support	54,449	22,352	
Source Water Protection	22,950	15,478	
Communications and IT	244,824	96,762	Computer replacement and software expenses occur latter part of year.

<b>Total</b>	<b>834,010</b>	<b>389,780</b>	
<b>Flood Safety Services</b>			
Flood Control Structures	3,026	470	
Erosion Control Structures	1,600	197	
Flood Forecasting and Warning	297,174	91,218	Below estimates as Water Resources Engineer on maternity leave until August
Hazard Prevention	24,467	8,558	
Natural Hazard Information	68,935	23,152	
Regulations	313,059	128,689	
<b>Total</b>	<b>708,261</b>	<b>252,284</b>	
<b>Watershed Stewardship Services</b>			
Watershed Monitoring and Reporting	141,977	55,758	
Extension Services	172,428	52,273	Peak expense period is September through December.
Forestry Services	171,944	149,294	Peak expense period has occurred.
<b>Total</b>	<b>486,349</b>	<b>257,325</b>	
<b>Conservation Areas Management Services</b>			
Falls Reserve Conservation Area	716,698	209,467	Majority of program expenses occur June through December.
Wawanosh Park Conservation Area	20,357	5,553	Majority of program expenses occur June through December.
Management, Development and Operations	307,813	141,101	
Motor Pool	27,570	12,028	
<b>Total</b>	<b>1,072,438</b>	<b>368,149</b>	
<b>Total Operating Budget</b>	<b>3,101,058</b>	<b>1,267,538</b>	

<b>Maitland Valley Conservation Authority - Projects Budget Summary as of May 31, 2024</b>			
<b>Item</b>	<b>Budgeted</b>	<b>Expenditure</b>	
	<b>Expenditure</b>	<b>to Date</b>	<b>Comments on Variations for Period that is being Reported</b>
<b>Corporate Services</b>			
Administration	177,000	31,734	Majority of project work taking place later in year
Watershed Strategy	17,670	0	Staffing transactions will take place at end of project.
GIS-IT Management-Communication	56,000	1,408	Majority of project work takes place later in year.
<b>Total</b>	<b>250,670</b>	<b>33,142</b>	
<b>Flood Safety Services</b>			
Flood Control-Preventative Maintenance	20,000	867	Project activities haven't taken place in period being reported.
Shoreline Hazard Mapping	113,000	104,290	
<b>Total</b>	<b>133,000</b>	<b>105,157</b>	
<b>Watershed Stewardship Services</b>			
Garvey-Glenn Coordination	93,852	390	
Middle Maitland Headwaters Restoration	50,050	10,454	Fall planting and incentive payments expected later in the year
Huron Clean Water Program	504,055	172,186	
Carbon Footprint Initiative	3,217	0	Project activities haven't taken place in period being reported.
Watershed Health	91,022	53,873	
Watershed Stewardship Projects	4,786	0	Project work expected to be underway later this year.
Nature Based Climate Solutions	90,000	229,262	Additional funding and deliverables continued, project now complete.
Stream Restoration and Natural Hazards	10,000	-6,281	A portion of dam removal expenses were covered by the NBCS project.
OMAFRA COA HLH	8,000	10,361	Deffered funding and deliverables continued into 2024.
<b>Total</b>	<b>854,982</b>	<b>470,245</b>	
<b>Conservation Areas Management Services</b>			
Forestry Management	21,000	0	Majority of project activities expected to occur later in year.
Vehicle/Equipment Replacement	71,900	16,857	Mower replacement completed
MVCA Carbon Offset	500	783	Tree seedling and mileage expenses slightly higher than projected
Conservation Areas Projects	28,860	5,799	Majority of project activities expected to occur later in year.
Naftel's Creek	9,500	7,039	Majority of materials have been purchased.
<b>Total</b>	<b>131,760</b>	<b>30,478</b>	
<b>Total Projects Budget</b>	<b>1,370,412</b>	<b>639,022</b>	



**Recommendation:**

THAT the budget update outlined in Report #41-2024 be accepted as presented;  
AND THAT the 2024 budget be amended to include the revisions to the budget outlined in Report #41-2024.

## Members Report #41b-2024

### Work Plan Progress Report: January to June 2024

#### Corporate Services

Component	Work Plan Activities	Progress
Governance and Leadership	Government Relations  Corporate Services Priorities	<ul style="list-style-type: none"><li>• Chair &amp; GM-ST invited to meet with Minister of Environment, Conservation &amp; Parks and MPP, Lisa Thompson on June 24<sup>th</sup> to discuss HLH.</li><li>• 2024 Work Plan and Budget Information packages were sent to our member municipalities in January.</li><li>• Watershed Strategy based upon 3 year work plan underway, watershed characterization and corporate services section drafted. Draft to be completed by the end of August.</li><li>• Terms of Reference Healthy Lake Huron: Meeting held with new Co Chairs from MECP and OMAFRA to discuss proposed revisions to terms of reference and revitalizing the steering committee</li><li>• Meeting held with staff from Environment office of Saugeen Ojibway Nation to identify areas of interest related to land use planning &amp; Healthy Lake Huron.</li></ul>
Financial Management	Accounts	<ul style="list-style-type: none"><li>• All accounts for payments, receipts and payroll processes are in order. Bank reconciliations, accounting transactions and financial activities have been balanced and recorded up to May 31<sup>st</sup>.</li><li>• HST reconciling up to and including May have been remitted.</li><li>• Incentive payments to landowners for stewardship project activities were finalized.</li></ul>

	<p>Reporting</p> <p>Budgeting</p> <p>Financial Document Management</p> <p>Inventory and Asset Management</p>	<ul style="list-style-type: none"> <li>• The 2023 year-end report was presented to the members at the January meeting.</li> <li>• The annual audit to reconcile 2023 was facilitated by staff and completed by Seebach and Company and presented to the members at the March meeting.</li> <li>• The request documents and application were submitted to the insurance company and the renewal process was completed.</li> <li>• The MNRF grant transfer payment 2024 year end summary report was filed.</li> <li>• The MNRF grant transfer payment 2024 year start budget summary has been submitted. Approval and signing are pending.</li> <li>• The 2023 charity return is complete and has been submitted.</li> <li>• The 2024 budget was presented at the March meeting and passed.</li> <li>• All financial documents are in order following the document management and retention procedures. Files due for purging will be identified and discarded according to the policy in the third quarter (Q3).</li> <li>• The fee schedule approved changes have been updated and posted.</li> <li>• 2023 Asset and inventory changes, acquisitions and disposals were finalized in January for audit and insurance procedures. Assets and inventory have been recorded or updated in the database for replacement values and schedules for the January to March period. Data housekeeping for the purpose of determining if the content meets our needs</li> </ul>
--	--	--

Human Resource Administration	Reporting and Employee Record Management	<p>appropriately for tracking, reporting, and budgeting continues. A data review by senior management is planned before Q4 begins.</p> <ul style="list-style-type: none"> <li>• T4 documents were processed and filed.</li> <li>• Updates for legislative changes for the Canadian Dental Care Plan and CPP enhancement requirements have been made.</li> <li>• Source remittances from employee and employer deductions for income tax, CPP, EI, WSIB, and EHT have been filed up to and including May.</li> <li>• The OMERS pension plan remitting and reporting requirements have been processed up to and including May.</li> <li>• The SunLife group benefit plan administrative requirements have been met up to and including June.</li> <li>• Personnel record updates have been applied and new hire documents are in order.</li> <li>• ROEs have been issued for leaves and separations.</li> <li>• Member updates for governance and leadership human resource purposes have been applied.</li> <li>• Member Q1 per diems have been recorded and processed.</li> </ul>
Communications	Marketing and promotion	<ul style="list-style-type: none"> <li>• Coordination of Perth Children’s Water Festival (May 26) in Listowel with support from the Municipality of North Perth and the UTRCA.</li> <li>• Participation in Minto Safety Day (flood safety), Clifford Outdoors Show, FRCA Family Day, AMDSB Soil Health theme, Madill and GDCI career fairs.</li> </ul>

		<ul style="list-style-type: none"> <li>• Radio, print and social media promotions undertaken for service areas: employment opportunities and tenders, FRCA, Huron Clean Water Project, tree orders, PWQMN 60<sup>th</sup> anniversary</li> </ul>
IT and GIS	<p>Computer hardware and software replacement and upgrades</p> <p>GIS Support to Service Areas</p>	<ul style="list-style-type: none"> <li>• Due to overheating issues, the servers have been moved from the closet to the GIS office. A new air conditioner unit has been purchased and installed to maintain a lower temperature in that office.</li> <li>• Updated FRCA hiking and campground maps</li> <li>• Created a web map of the updated North Perth floodplain mapping used for public commenting period</li> <li>• Updated wetland regulation mapping based on the new Ontario Regulation 41/24</li> <li>• On-going editing the watercourse layer</li> </ul>

### DWSP and Maitland Source Protection Authority

Component	Work Plan Activities	Progress
Governance and Leadership	<p>Source Protection Committee (SPC)</p> <p>Source Protection Authority (SPA)</p> <p>Joint Management Committee (JMC)</p>	<ul style="list-style-type: none"> <li>• SPC met in January and March. Key agenda items include: amendments to the Source Protection Plans (SPP); Annual Progress Report on SPP implementation; Tour of water treatment plant at Grand Bend</li> <li>• MV-SPA meetings held in Jan. and March; renewed three-year SPA partnership agreement with ABCA</li> <li>• JMC met in Jan. to review the 2024-2027 work plan application to MECP for continued DWSP program funding</li> </ul>

		<ul style="list-style-type: none"> <li>June: recruiting SPC member to represent agricultural sector</li> </ul>
Implementation	Planning and Development	<ul style="list-style-type: none"> <li>Planning staff include DWSP in application reviews. They advise the DWSP Program Supervisor if the applicant is located in a wellhead protection area.</li> </ul>
Implementation	Education and Outreach	<ul style="list-style-type: none"> <li>Providing communication support for DWSP program</li> <li>Promote 'Water Wise' events held in Howick and Londesboro, to support water protection for private wells owners</li> </ul>
Implementation	Review Assessment Reports & Source Protection Plan	<ul style="list-style-type: none"> <li>2 amendments to SPP: <ul style="list-style-type: none"> <li>a. broad update to the SPP policies per section 36 of the Clean Water Act, approved by MECP in March;</li> <li>b. local 'section 34' update for Lucknow and Century Heights, submitted to MECP in April</li> </ul> </li> </ul>

### Conservation Areas

Component	Work Plan Activities	Progress
Management and Development	<p>Administration Office Renovations</p> <p>Brussels Mill Consent</p> <p>Gorrie Conservation Area</p>	<ul style="list-style-type: none"> <li>Radon mitigation and air quality improvements complete. Contractors installed radon fans and HEPA air filtration to improve air quality.</li> <li>Contractor has been selected through RFP process to renovate front entranceway and washrooms to meet accessibility requirements. Contractor expected to begin work in July.</li> <li>The survey has been completed and approved for the plan to be registered.</li> <li>Maintenance agreement developed with Howick township to share grass cutting responsibilities. Naturalization efforts started on the south side</li> </ul>

	<p>Conservation Areas Operations</p> <p>MVCA Carbon Sequestration</p>	<p>of the property by ceasing mowing on 0.7 acres. Several trees planted near the picnic shelter.</p> <ul style="list-style-type: none"> <li>• Managed Forest Tax and Conservation Land Tax Incentive program updates have been completed and submitted for 2025 enrollment.</li> <li>• New property signs constructed and installed at Gorrie, Howick Forest and Source, Lucknow, and Morely C.A's</li> <li>• Spring inspections completed on day-use areas, trails, and dam infrastructure</li> <li>• Authority owned dams installed during the week of May 13th-17th.</li> </ul> <ul style="list-style-type: none"> <li>• Planted 250 tree seedlings at Naftels Creek Conservation Area to infill areas where ash have died.</li> </ul>
<p>Falls Reserve Conservation Area and Wawanosh Park</p>	<p>Campground Operations</p>	<ul style="list-style-type: none"> <li>• FRCA opened for camping on April 26th. Site bookings and revenue are on-track for another busy year.</li> <li>• Summer staff have been hired for the season.</li> <li>• Gatehouse Renovations have been completed to maintain building and improve user access.</li> <li>• Purchased electric UTV to replace a pickup truck for FRCA operations.</li> </ul>
<p>Motor Pool</p>	<p>Mower Replacement</p> <p>Vehicle Replacement</p>	<ul style="list-style-type: none"> <li>• Purchase complete of 2024 Ferris ISX2200 zero turn mower. Sale of surplus tractors completed on June 6<sup>th</sup> using the Govdeals website.</li> <li>• Quotes received and order submitted for a 2024 Toyota Sienna Van. The vehicle is anticipated to arrive by the end of June.</li> </ul>

## Flood and Erosion Safety Services

Component	Work Plan Activities	Progress
Preparedness	<p>Administration of Development, Interference / Alteration Regulation &amp; Land Use Planning Support/Drainage Act Support</p> <p>Shoreline hazard mapping update</p> <p>ECCC Funding Agreement FHIMP Funding</p> <p>Minto flood damage remediation strategies</p> <p>FHIMP Funding (North Perth)</p>	<ul style="list-style-type: none"> <li>• On-going. Permit application forms, policy references, and supporting material updated to reflect new regulation (41/24) replacing (164/06) after almost twenty years. Issued 59 permissions, 15 drainage reviews, 27 property advisory reports &amp; 31 planning applications reviewed</li> <li>• Hazard Mapping Update Completed, and all material delivered to Federal and Provincial partners administering the Flood Hazard Identification and Mapping Program</li> <li>• Workplans and Budgets for these projects are being developed in detail in anticipation of funding announcements (announcements not made as of June 12)</li> <li>• North Perth Mapping largely complete, remnant section addressed at this meeting (June)</li> <li>• Meeting to be held in June with new Minto CAO regarding Flood Mitigation project status and funding needs</li> </ul>
Monitoring	<p>Maintenance of rain gauges and stream gauging stations</p> <p>24 hr day/7 days a week – monitoring of weather and gauge data. Quality control and storage of all collected data. Operation of models as required.</p>	<ul style="list-style-type: none"> <li>• On-going. Gauge calibration and battery servicing carried out at regular intervals.</li> <li>• On-going</li> </ul>
Response	<p>Provide watch and warning messages to municipalities during flood and erosion emergencies</p>	<ul style="list-style-type: none"> <li>• New messages</li> </ul>





Watershed Stewardship Programs		<ul style="list-style-type: none"> <li>• \$63,964.63 in grants approved</li> <li>• The highest number of applications in 2024 have come from: Fragile Land Retirement (39), Cover Crops (20) and Forest Management Plans (5)</li> <li>• 68 grants paid out to landowners for projects approved and completed (\$96,855.46 grants paid out)</li> <li>• 20<sup>th</sup> Anniversary plans and events underway (3 upcoming tours and signage/displays to promote previous projects)</li> </ul>
	Wellington Rural Water Quality Program	<ul style="list-style-type: none"> <li>• 2 new applications initiated (estimated grants \$3320)</li> <li>• 1 cover crop project completed (\$3000 grant)</li> <li>• 2 manure storage projects completed (\$50,000 in grants)</li> <li>• 2 Nutrient Management Plan projects completed (\$4000 in grants)</li> </ul>
	Healthy Watersheds Programming	<ul style="list-style-type: none"> <li>• 2 workshops/tours planned, booths attended at Goderich and London Farm Shows and upcoming Ontario Forage Expo</li> <li>• Submitted two funding applications to support programming</li> <li>• Year End reporting submitted for Nature Smart Climate Solutions, OMAFRA COA, Environment Canada Stream Restoration</li> </ul>
<b>Monitoring and Reporting</b>	Long-Term Monitoring	<ul style="list-style-type: none"> <li>• On-going monthly sample collections for PWQMN and Pesticide programs</li> <li>• 43 HLH samples have been collected this year from a mix of high flow and baseflow conditions</li> <li>• Completed spring equipment checks and downloads for PGMN wells and performed maintenance as needed</li> </ul>
	Data Management	<ul style="list-style-type: none"> <li>• On-going HLH data imports into WISKI</li> <li>• Imported 2023 bird and fish data into WISKI</li> </ul>

ON-Farm Applied Research and Monitoring  
(ONFARM)  
Watershed Health Assessment

- Started to remove equipment from edge of field site to prepare for decommissioning later this year
- Forest Health Study: Vegetative Assessment Complete
- Forest 2023 Field Studies, Birds, Spring Ephemerals, Pollinators Report Drafted
- Results from 2023 communicated (Presentations)
- Data from 2023 studies transferred to landowners (Birds, Pollinators)
- Forest Health Study: Communication to Partners (Presentations)
- Partnership with University of Waterloo: assessment completed/ project ongoing
- Forest Health Nature Smart Climate Solutions Phase 1 Review Complete
- Forest Health Monitoring: Hemlock Woolly Adelgid Monitoring & Forest Health Monitoring Birds extended to 2024 Fieldwork with Citizen Scientists in partnership with Birds Canada
- Aquatic Health Study Field Season Organized and Beginning Data Collection

## Members Report #42-2024

**To:** Members, MVCA  
**From:** Jeff Winzenried, Supervisor of Flood Forecasting  
Patrick Huber-Kidby, Supervisor of Planning & Regulations  
**Date:** June 12, 2024  
**Subject:** Floodplain Mapping for the Middle Maitland (North Perth)  
Recommended Revision to the Flood Plain Mapping affecting 7977 and 8021  
Road 166, Elma Ward, Municipality of North Perth

---

### Purpose:

To present the updated floodplain mapping for the revised area around 7977 and 8021 Road 166, Elma Ward in the Municipality of North Perth for approval.

### Background:

One April 17<sup>th</sup> the Members approved the majority of flood hazard mapping in North Perth (MMRpt29-2024), excluding a small area around 7977 and 8021 Road 166, in the Elma Ward of the Municipality of North Perth which was identified for reconsideration due to the possibility of minor conveyance on the fringe of the original model extents. The following motion was passed at the time:

Motion: #47-2024

*THAT the updated North Perth Floodplain Mapping be approved, except for the portion affected by the request for reconsideration, for use in Planning and Regulations and the development of tools to aid the Municipality's emergency services (stage mapping and evacuation mapping);*

*AND THAT results of the study area specific to 7977 and 8021 Rd 166 be brought back to the Members for approval at a later date.*

All affected landowners were contacted directly about the changes and provided with the revised mapping.

The area in question was refined, and no major changes resulted, the minor changes are considered to better reflect flood hazards around 7977 and 8021 Road 166. The model has been modified to address the previously excluded conveyance area.

**Report and Results:**

Staff are satisfied with the results of the review. A copy of the methodology brief prepared by the consultants is attached to this report.

**Recommendation:**

THAT the revised North Perth Floodplain Mapping affecting 7977 and 8021 Rd 166, Elma Ward, Municipality of North Perth be approved.

**Attn: Mr. Jeff Winzenried, Project Manager**  
 Flood Forecasting Supervisor MVCA  
 Direct. 519-335-3557 ext.243  
[jwinzenried@mvca.on.ca](mailto:jwinzenried@mvca.on.ca)

**Re: Review of Flood Hazards near the 6166 Line 84 Property**

**1. INTRODUCTION**

Aquafor Beech Limited (Aquafor) was retained in 2023 by Maitland Valley Conservation Authority (MVCA) to establish updated Regulatory floodplain mapping for a segment of the Middle Maitland River located primarily within the municipality of North Perth. The project included the development of a hydrologic model (HEC-HMS) and a hydraulic model (1D and 2D HEC-RAS) for the purpose of delineating Regulatory floodplain mapping and identification of potential spill areas. Subsequent to the February 2024 submission, the MVCA forwarded comments from their review and received through the public consultation process. The comments identified concern with the flooding extents of a spill from the Middle Maitland River under the regional storm (Hurricane Hazel) event outside of the river corridor and into an adjacent tributary drainage feature. To satisfy the MVCA comments, Aquafor has assessed the flow potentially leaving the corridor and has estimated the flood extents associated with the adjacent unnamed tributary located west of the main channel between Line 84 and 166 Road which was outside of the original scope of work but added into the hydraulic model for this refinement of the Regulatory flood lines. The study area is shown in **Figure 1**.

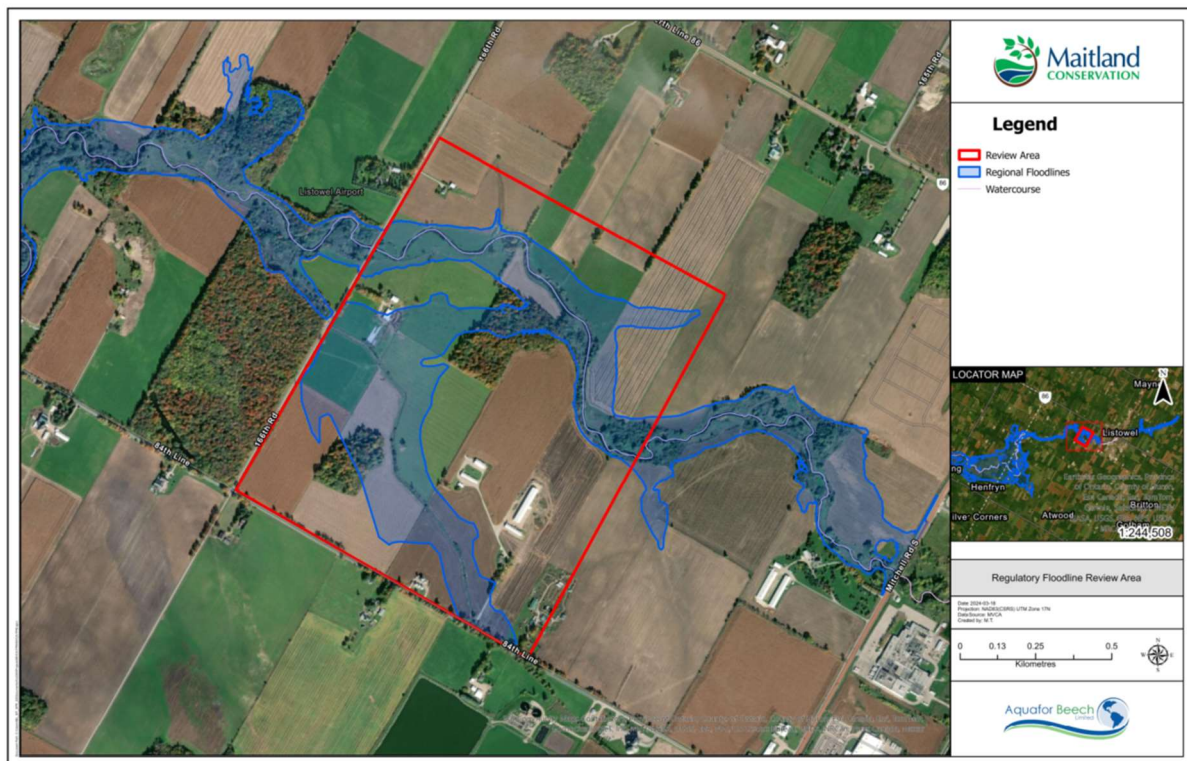


Figure 1. Study Area near Intersection of Line 84 and 166 Road with Proposed February 2024 Regulatory Flood Delineation





### 3 HYDROLOGY

Flow rates for the 2-year to the 100-year event, Hurricane Hazel event and Hurricane Hazel event with climate change projection have been estimated using the hydrologic HEC-HMS model, developed for the purpose of the Flood Hazard Mapping study, by prorating the local drainage area. The runoff from HEC-HMS subcatchment Sub-9, with a drainage area of 10.82 km<sup>2</sup>, has been prorated to estimate the runoff to the tributary which drains an area of 3.90 km<sup>2</sup>. The flow rates obtained for the tributary are provided in **Table 1**.

Table 1 . Flow Rates for the Unnamed Tributary Based on Prorating of Subcatchment Sub-9

Flow Node	Flow Rate (m <sup>3</sup> /s)							
	2-year	5-year	10-year	25-year	50-year	100-year	Hazel	Hazel_CC
HEC-HMS Subcatchment Sub-9	8.84	15.81	20.43	26.26	30.61	34.92	56.48	69.98
Tributary Station 1609	3.23	5.71	7.38	9.48	11.05	12.61	20.39	25.26

The lateral structure added into the hydraulic model has been used to quantify the spill that occurs under the Regulatory flow conditions. The simulation resulted in a spill flow of 7.16 m<sup>3</sup>/s from the Middle Maitland River (main branch) into the tributary. A review of the topographic contour mapping determined that the spill flow would contribute to the tributary at cross-section 505. An intermediate flow node has been added at this location to account for the additional flow within the tributary as show in **Table 2**.

Table 2. Estimated Flow Rates in the Unnamed Tributary Accounting for the Additional Flow from the Spill

Tributary Station	Flow Rate (m <sup>3</sup> /s)							
	2-year	5-year	10-year	25-year	50-year	100-year	Hazel	Hazel_CC
1609	3.23	5.71	7.38	9.48	11.05	12.61	20.39	25.26
505	3.23	5.71	7.38	9.48	11.05	12.61	27.55	44.42

### 4 ASSESSMENT RESULTS

The flood hazard has been assessed through the study area using the updated hydraulic model with prorated flows for the tributary, as discussed in Section 3, and the full flow in the main channel without removal of the spill flow as per standard practice. The Regulatory flood lines (Hurricane Hazel event) have been plotted using the estimated water surface elevation from the updated model. The water surface elevation of Middle Maitland River main branch at cross-section 23129 was estimated to be 372.34 m under the Regulatory event. The water surface elevation at this location would cause a spill from the main branch toward the tributary. The simulation results show that spill occurs during the Hurricane Hazel event and the Hurricane Hazel with climate change event, but would not occur for the 2-year to 100-year events. The spill water surface elevation of 372.34 m has been applied to the regional flood lines following 0.15 m contours and the Regulatory floodplain mapping has been revised for the study area. **Figure 3** provides a comparison between the proposed February 2024 Regulatory flood lines and the updated Regulatory flood lines within the study area, while **Figure 4** shows the updated Regulatory floodplain mapping with the revised flood lines.



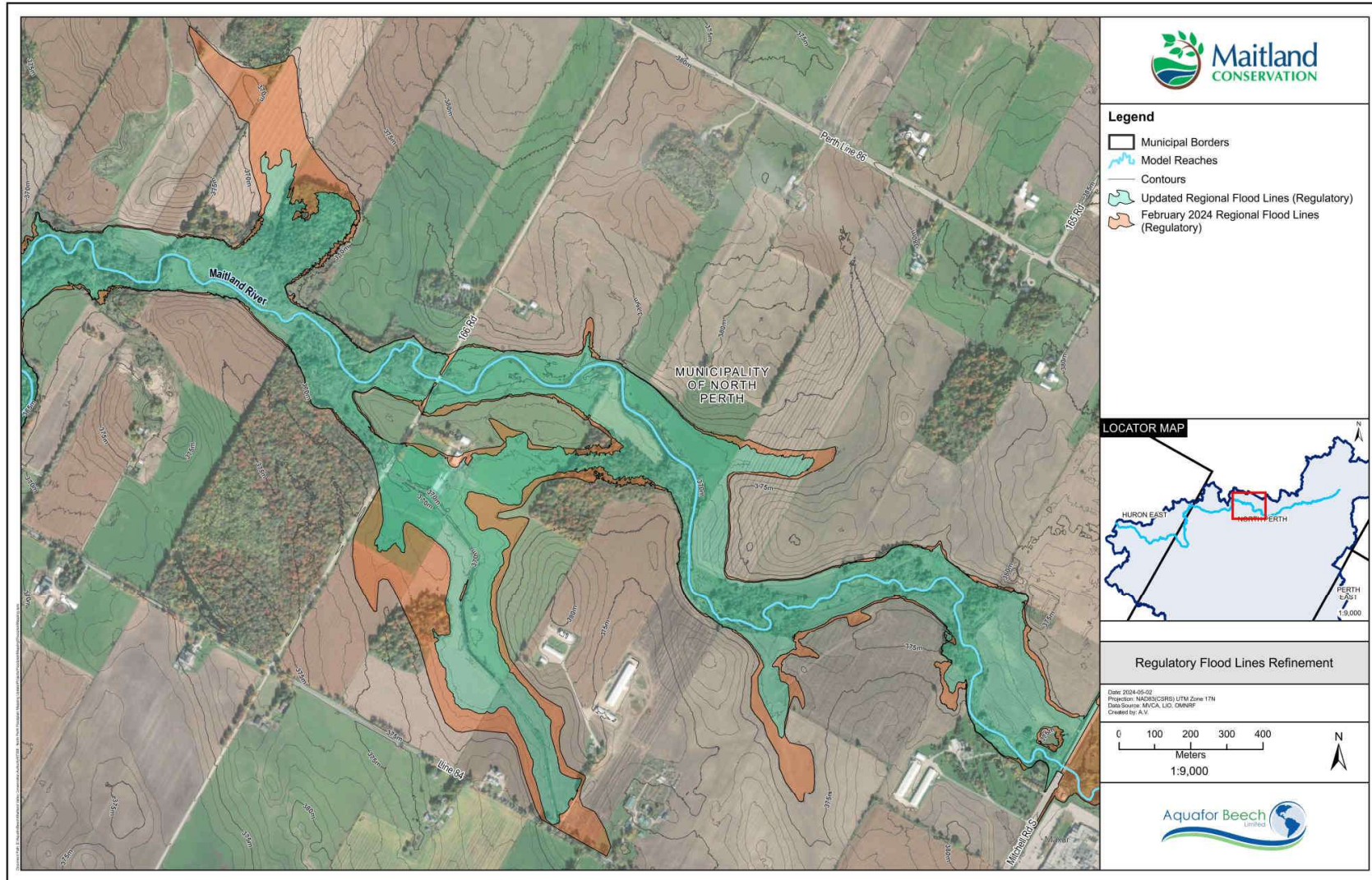


Figure 3. Regional Flood Lines Comparison



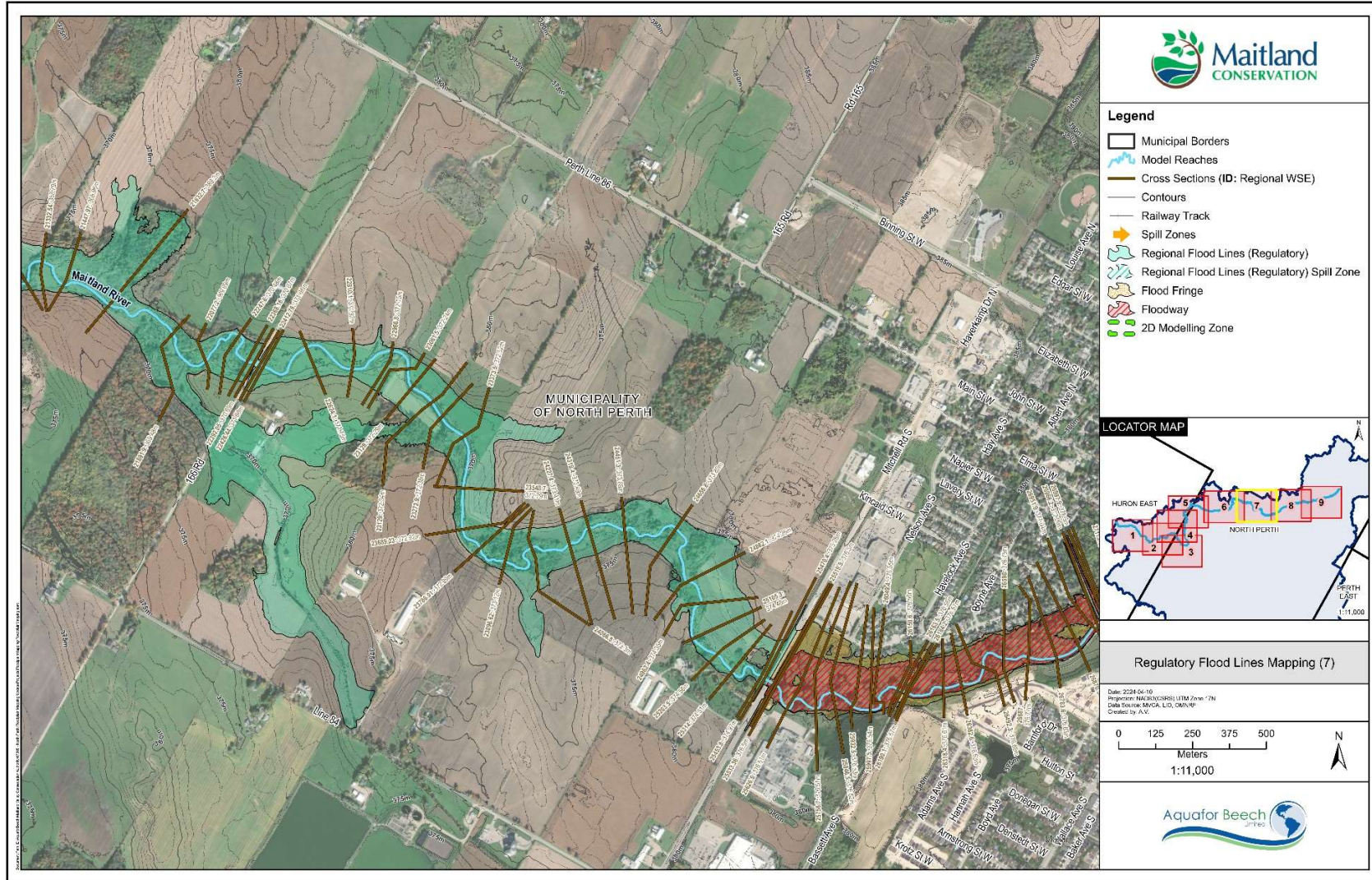


Figure 4. Updated Regulatory Floodplain Mapping - Sheet # 7



May 02<sup>nd</sup>, 2024

We trust this revised hydraulic analysis will allow MVCA to have confidence in the hydraulic conditions of the study area and the associated Regulatory floodplain mapping.

Should you require any additional information or clarification, please do not hesitate to contact Rob Amos at 905.629.0099 ext. 284 or via email at [amos.r@aquaforbeech.com](mailto:amos.r@aquaforbeech.com).

Sincerely,

**AQUAFOR BEECH LIMITED**

Prepared by:

---

Julie Michel, M.Sc.  
Hydraulic Modelling Technologist  
Aquafor Beech Ltd

Reviewed by:

---

Rob Amos, MASC., P.Eng  
CEO and Project Manager  
Aquafor Beech Ltd



May 02<sup>nd</sup>, 2024

## Appendix A – Additional Structure Inventory Sheets

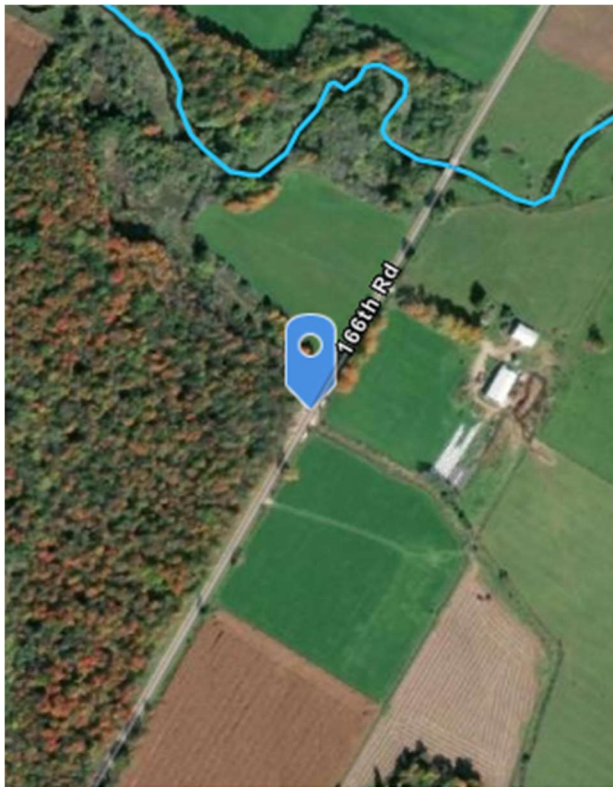


## HYDRAULIC STRUCTURE INVENTORY SHEET

Watershed and Location Information	Structure Configuration and Dimensions		Current Flow Information
Date (mm/dd/yyyy): 04/06/2024	Structure Type: Road Bridge	Shape: Rectangular	Flow Present (Y/N): Y
Field Crew: MT	Number of Cells: 1	Open Footing (Yes/No): Y	Approx. Depth of Water (mm): 250
ABL ID: ABL_Additional Structure 1	Material (Concrete/Steel): Concrete		Approx. Velocity:
Watershed Name:	Height (m) x Width (m) or Diameter (m): 1.8 x 3.9		Upstream Erosion (Y/N): N
Subcatchment Name:	Length (m): 17		Downstream Erosion (Y/N): Y
Municipality: North Perth	U/S Invert Elev. (m): 368.5	U/S Obvert Elev. (m): 370.3	Additional Information:
Location (Road Name/Intersection): Road 166	D/S Invert Elev. (m): 368.35	D/S Obvert Elev. (m): 370.15	
	Inlet Type (Projecting/Mitered/Headwall): Headwall		
	Skew Angle of Crossing (Degrees): 0		
	Depth of Siltation (mm): 0		

### Site Photograph and Additional Field Notes

Site Sketch:



Maxar | Esri Community Maps Co... Powered by Esri



Upstream Face



Upstream Channel



Downstream Face



Downstream Channel

Elevation in CGVD2013

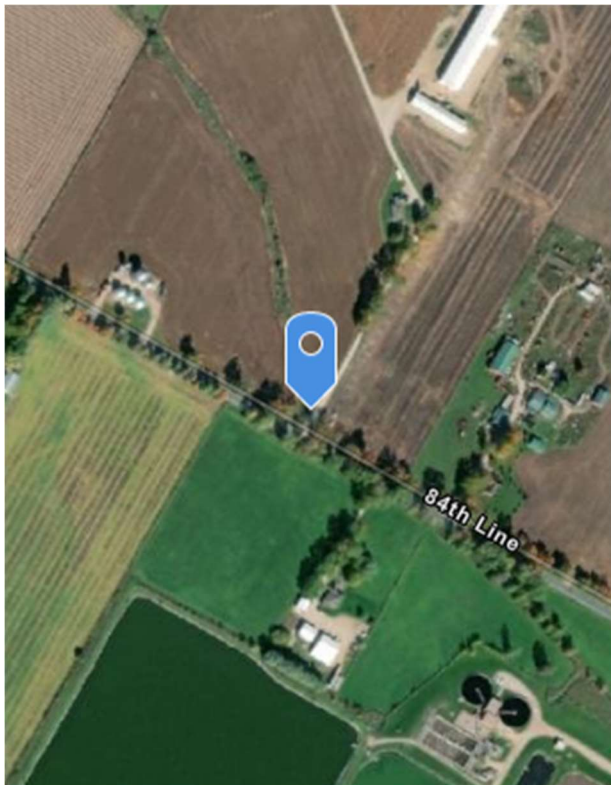


## HYDRAULIC STRUCTURE INVENTORY SHEET

Watershed and Location Information	Structure Configuration and Dimensions		Current Flow Information
Date (mm/dd/yyyy): 04/06/2024	Structure Type: driveway	Shape: Circular	Flow Present (Y/N): Y
Field Crew: MT	Number of Cells: 1	Open Footing (Yes/No): N	Approx. Depth of Water (mm): 100
ABL ID: ABL_Additional Structure 2	Material (Concrete/Steel): Steel		Approx. Velocity:
Watershed Name:	Height (m) x Width (m) or Diameter (m): x 1.75		Upstream Erosion (Y/N): N
Subcatchment Name:	Length (m): 17		Downstream Erosion (Y/N): N
Municipality: North Perth	U/S Invert Elev. (m): 371.2	U/S Obvert Elev. (m): 372.95	Additional Information:
Location (Road Name/Intersection): line 84	D/S Invert Elev. (m): 370.9	D/S Obvert Elev. (m): 372.65	
	Inlet Type (Projecting/Mitered/Headwall): Projecting		
	Skew Angle of Crossing (Degrees): 30		
	Depth of Siltation (mm): 0		

### Site Photograph and Additional Field Notes

Site Sketch:



Maxar | Esri Community Maps Co... Powered by Esri



Upstream Face



Upstream Channel



Downstream Face



Downstream Channel

Elevation in CGVD2013

## **Members Report #43-2024**

**To:** Members, MVCA  
**From:** Stewart Lockie, Conservation Areas Coordinator  
**Date:** June 7th, 2024  
**Subject:** Boating Regulations at Lake Wawanosh Conservation Area

---

### **Purpose:**

To obtain Members direction on boating requirements and regulations at Lake Wawanosh Conservation Area.

### **Background:**

Recreational boating at Lake Wawanosh has been a favourite activity enjoyed by the public in the past and has recently seen a large increase in this activity. Since the acquisition of the property, motorized boat restrictions were implemented with the exception that electric and self powered boats being permitted.

Gas motor restrictions were implemented to protect the water quality and environmental resources of the area and to ensure the safe, public use of the small lake.

No concerns or issues have occurred in the past with these restrictions however a review of the Conservation Authorities Act O. Reg 688/21 identified the following regulation:

### **Boating**

Section 9 (1) No person shall use a boat in a conservation area, except in the areas designated by the Authority.

Section 9 (2) No person shall operate a power boat in a conservation area, except under a permit issued by an authority and in the areas designated by the authority.

Under Section 9 (2) the word “power boat” is used and defined in the regulation as a boat that is propelled other than by sail or muscular power.

Under Regulation 688/21, this would require any boats being propelled by electric motors or gas motors to obtain a permit from the authority.

**Considerations:**

- Gas motor restrictions are still considered acceptable at this location due to the limited size of the water body, environmental and noise considerations, and as a safety measure.
- Allowing electric motors would require the authority to issue a permit according to the regulation. All power boat operators in Ontario require proof of competency with a pleasure craft operator card which should be obtained as part of the permit process.
- Allowing electric motors in the past has provided users with mobility or limited strength, access to the lake for fishing or leisure.
- Consideration should be given to the designation of ‘electric trolling motor, less than 1 hp’ if electric motors are permitted. This would prevent larger electric motors or personal watercraft that are not compatible.
- If permits are issued for electric powered boats, consideration should be given to any fees charged, the process and amount of staff involvement required to allow this activity to occur on the property.

Staff have noticed that most boaters are using non-powered boats including canoes and kayaks when visiting the lake however, a few small boats with electric motors have been seen and are known to use the lake. Staff have removed any reference to “electric motors welcome” at the Lake Wawanosh C.A signs due to this regulation requirement at this time and would appreciate the members direction on the use of electric motors at Lake Wawanosh C.A.

**Recommendation**

To be determined at meeting



## Member's Report #44-24

**To:** Member's, Maitland Valley Conservation Authority  
**From:** Danielle Livingston, Administrative and Financial Services Coordinator  
**Date:** May 9, 2024

**Subject:** Corporate Services - Accounts Paid and Received for:  
May 2024

---

### Recommendation

**That the** financial report be accepted as presented for the month of May 2024;  
**and that** accounts outlined in the appendix to this report be approved.

Financial Summary Report Ending	May 2024
Revenue Invoiced	\$256,187.27
Accounts Paid	\$499,773.62

Financial Status at Month Ending	May 2024
Bank Loans Outstanding	\$0.00
Bank Balance at Month End	\$2,659,425.42
Total	\$2,659,425.42

**Maitland Valley Conservation Authority**  
**Accounts Receivable as of May 31, 2024**

**Operating Budget Revenue**

**Corporate**

Corporate Services sale office support/rent office equipment	\$ 1,007.90
ABCA rent	\$ 230.00
HCW delivery	\$ 475.75
bank interest	\$ 5,704.26
	\$ 7,417.91

Source Water Protection ABCA funding	\$ 2,461.91
	\$ 2,461.91

Communications sales and donations	\$ 1,850.35
	\$ 1,850.35

**Total Corporate Services** \$ 11,730.17

**Flood Safety**

Planning/Regulations planning application fees	\$ 1,100.00
property advisory fees	\$ 90.00
solicitor inquires	\$ 1,150.00
CWMS/watercourse regulations	\$ 630.00
regulation applications	\$ 3,600.00
	\$ 6,570.00

**Total Flood Safety Services** \$ 6,570.00

**Watershed Stewardship**

Forestry admin fee	\$ 3,573.84
large stock user fees	\$ 94,842.85
seedling user fees	\$ 25,074.95
	\$ 123,491.64

**Total Watershed Stewardship Services** \$ 123,491.64

**Conservation Areas**

FRCA camping and park admission	\$ 80,169.56
sales/concession booth	\$ 2,405.84
	\$ 82,575.40

WPCA camping	\$ 9,505.27
	\$ 9,505.27

MDO property revenue	\$ 200.00
	\$ 200.00

	\$ 200.00
Motor Pool revenue	\$ 5,036.85
	<u>\$ 5,036.85</u>

**Total Conservation Areas Operations** \$ 97,317.52

**Total Operating Budget Revenue** \$ 239,109.33

**Projects Budget Revenue**

**Watershed Stewardship**

Huron County Clean Water funding	\$ 16,077.94
	<u>\$ 16,077.94</u>

**Total Watershed Stewardship Services** \$ 16,077.94

**Conservation Areas**

Conservation Area Projects donations	\$ 1,000.00
	<u>\$ 1,000.00</u>

**Total Conservation Areas** \$ 1,000.00

**Total Project Budget Revenue** \$ 17,077.94

**Total Operating and Project Revenues** \$ 256,187.27

**Maitland Valley Conservation Authority  
Expense Reports  
As of May 31, 2024**

Date	Num	Name	Amount
05/03/2024	25021	Bill D'Arcy	-2,280.00
05/03/2024	25022	BOSTECH Mechanical Ltd.	-11,220.90
05/03/2024	25023	D & D Glass & Mirror 1179309 Ontario Ltd.	-11,704.14
05/03/2024	25024	Cliff's Plumbing & Heating	-760.58
05/03/2024	25025	407 ETR	-4.59
05/03/2024	25026	Agway Metals Inc.	-1,374.74
05/03/2024	25027	Charles C. Culbert	-254.25
05/03/2024	25028	Horton's Dairy	-518.11
05/03/2024	25029	Bell Mobility Inc. 500181172	-968.85
05/03/2024	25030	McDonald Home Hardware	-111.27
05/03/2024	25031	Hortico Inc.	-52,082.94
05/03/2024	25032	Telizon Inc.	-11.17
05/03/2024	25033	Jeff Stephens	-600.00
05/03/2024	25034	Huron Soil & Crop Improvement Association	-705.00
05/03/2024	25035	Claussen Farms Ltd.	-2,250.00
05/03/2024	25036	Klaview Holsteins Inc	-1,250.00
05/03/2024	25037	Marsh Canada Limited	-62.64
05/03/2024	00890	Bohnert Fire & Safety Supplies	-214.70
05/03/2024	00891	Borrmann's Garage	-121.14
05/03/2024	00892	Bureau Veritas Canada Inc.	-254.43
05/03/2024	00893	Eric Cox Sanitation	-6,510.19
05/03/2024	00894	Erin Gouthro	-50.00
05/03/2024	00895	Ethan Dykstra	-228.96
05/03/2024	00896	Foxton Fuels Limited	-487.98
05/03/2024	00897	iA Financial Group	-1,018.79
05/03/2024	00898	Ideal Supply Inc.	-84.48
05/03/2024	00899	Kirsten Snoek	-551.20
05/03/2024	00900	Laura Hopkins	-498.64
05/03/2024	00901	Lei`s Lumber Company Ltd	-2,145.06
05/03/2024	00902	Marisa Roefs	-296.93
05/03/2024	00903	Mathew Shetler	-50.00
05/03/2024	00904	Municipality of Morris-Turnberry	-133.02
05/03/2024	00905	Ontario Delivery Ltd.	-1,757.15
05/03/2024	00906	Pagonis Live Bait	-305.10
05/03/2024	00907	Robert's Farm Equipment	-20,929.79
05/03/2024	00908	Somerville Nurseries Inc.	-15,636.92
05/03/2024	00909	Yellow Pages	-14.80
05/06/2024	25038	Wanda Zynomirski(customer)	-8.00
05/07/2024	25039	Bell Canada-properties	-495.88

05/07/2024	25040	E&M Martin	-7,728.07
05/07/2024	25041	Xerox Canada Ltd.	-119.72
05/07/2024	00910	B.M. Ross & Associates Limited	-17,323.36
05/07/2024	00911	Erin Gouthro	-118.83
05/07/2024	00912	F.S. Partners	-101.81
05/07/2024	00913	Hodgins BC Wingham	-68.34
05/07/2024	00914	Sloan's	-40,035.35
05/07/2024	00915	Verbinnen's Nursery Ltd.	-763.66
05/07/2024	00916	Waste Management of Canada Corporation	-920.51
05/07/2024	00917	Watson's Home Hardware	-585.52
05/07/2024	25042	Receiver General	-17,938.76
05/09/2024	EFT	Sun Life Financial	-5,832.95
05/15/2024	EFT	Payroll	-54,354.78
05/21/2024	25043	Corporation of the Township of Howick	-75.00
05/21/2024	25044	Aquafor Beech Limited	-5,412.70
05/21/2024	25045	D. Culbert Ltd.	-5,424.00
05/21/2024	25046	Student Transportation of Canada Inc.	-135.60
05/21/2024	25047	Wightman Telecom Ltd.	-1,015.65
05/22/2024	00918	B.M. Ross & Associates Limited	-5,930.13
05/22/2024	00919	Ben Van Dieten	-297.35
05/22/2024	00920	Brandt Security	-22.60
05/22/2024	00921	ContinuIT Corp.	-4,827.94
05/22/2024	00922	Erin Gouthro	-1,243.00
05/22/2024	00923	Mathew Shetler	-1,293.00
05/22/2024	00924	MicroAge BASICS	-371.85
05/22/2024	00925	Mid Western Newspapers	-303.97
05/22/2024	00926	North Huron Publishing Company Inc.	-339.00
05/22/2024	00927	Speare Seeds Limited	-31.00
05/22/2024	00928	Upper Thames River Cons. Auth.	-726.48
05/22/2024	00929	Westario Power Inc.	-29.70
05/22/2024	00930	Zuzek Inc.	-3,727.87
05/23/2024	25048	Sciensational Ssnakes	-971.80
05/28/2024	25049	CIBC Visa Centre	-7,942.93
05/28/2024	25050	D & I Wattam Construction Ltd.	-322.05
05/28/2024	00931	Robert's Farm Equipment	-18,718.45
05/29/2024	25051	St. John Ambulance	-250.00
05/29/2024	25052	Ethan McCarroll	-350.00
05/31/2024	EFT	Payroll	-62,598.23
05/31/2024	EFT	Minister of Finance	-3,465.93
05/31/2024	EFT	OMERS	-28,784.24
05/31/2024	EFT	Receiver General	-55,542.65
05/31/2024	EFT	Workplace Safety & Insurance Board	-5,776.50
		<b>Total</b>	<b>-499,773.62</b>



## Meeting Summary:

Date: Thursday, May 9, 2024

Location: Keeso Lake House, 86493 Amberley Road, R.R.1 Kincardine

Attendance: Richard Keeso, Ron Coghlin-MFS; Jason Brooks-BTE; Tracy MacDonald, Matt Savage-Trillium Mutual; Chet Calhoun, Tara Lantz-Corteva Agrisciences; Ed McGugan, Phil Beard-MVCA; Kriss Snell-Municipality of North Perth

Regrets: Martin Vogt-EFS Plastics; Brendan Magee-Ward & Uptigrove; Derek Mendez-MFS; Sharen Zinn-MVCA; Derry Wallis-County of Huron; Hannah Cann-County of Perth; Ben Hogervorst-Britespan

1. Phil welcomed everyone to the meeting:
2. The group reviewed the Summary of the October 11, 2023 meeting. No errors or additions were identified.

### Business from Last Meeting:

- a) CFI Framework: Is there interest in broadening the framework to incorporate any or all of the 17 Sustainable Development goals. A copy of the existing framework is included in the meeting package. Those in attendance agreed to keep the existing focus on carbon but including a statement that encourages all members to work on those sustainable development goals that are of interest and that they have the time and resources to include. Tracy and Phil will work on adding the sustainable development goals to the CFI Framework.

### New Business:

- a) BTE: Presentation of Carbon Footprint Strategy: Jason Brooks reviewed BTE's carbon footprint strategy with those in attendance. A copy of BTE's strategy is attached to the meeting summary.
- b) Progress Reports from CFI Members:
  - i) Municipality of North Perth: Developed an energy conservation and demand management Plan; developed transportation management plan-emphasis on active transportation-biking/walking; will be required to be incorporated into future development proposals; tree planting at Optimist Park; Children's Water Festival being held on May 23<sup>rd</sup> in Listowel; Perth Stewardship Program launched

- with focus on tree planting and woodlot management. A climate sustainability lens is used to look at projects.
- ii) Molesworth Farm Supply: Derek was not in attendance to provide a report for MFS. Ron advised that MSF is still investigating the feasibility of using hydrogen to fuel feed trucks; MFS has moved back to using mid-sized trucks for farm sales visits. They are using hybrid vehicles for non-farm visits.
  - iii) Corteva Agrisciences: Mission is to “Feed the World”. Developed canola for use in producing bio diesel for Chevron to be used as jet fuel in the southern US on land that would be left fallow over the winter. Developed canola product to be used for chicken feed. The Wingham plant is planting a 40x40 pollinator garden in front the plant in 2024.
  - iv) Trillium Mutual Insurance Company: Focus of company is on providing insurance for agriculture and the businesses that support agriculture. Primary focus on mitigating fire losses in agricultural buildings. They are trying to work the sustainability goals in their company’s business. They are carrying out education sessions with staff re: Sustainable Development goals, focusing on a few at a time.  
Activities: reducing use of paper and moving to digital documents; involved in roadside clean ups and invested \$400,000/year in a community fund that is focused on funding small projects that help further sustainability in the communities they serve.
  - v) County of Huron: Derry was unable to attend the meeting. She did submit an update on the County’s progress. Copy is attached to the summary.
  - vi) MVCA: Phil reviewed MVCA’s 2023 carbon footprint progress report. A copy is attached to this summary.
- c) Outreach Activities? Interest in organizing a tour/meeting and inviting other businesses/municipalities to learn about the CFI? To be dealt with at the next meeting.
  - d) Next Meeting Date and Host: Wednesday, October 2<sup>nd</sup> at 9:30am. Trillium Mutual will host the meeting unless someone else would like to host it.
  - e) Tour of the Keeso Lake House: Richard Keeso took the members on a tour of the net zero lake house.

## B.T.E. Assembly L.T.D Carbon Footprint and Compensation Strategy

B.T.E. Assembly L.T.D emission sources from Natural Gas, Electricity for production and administration, and Propane that is used in the plant and office.

Year 2020

Natural Gas (m3) – usage was 42 147 or 83 Co2e Tonnes

Electricity (kWh) - usage was 1,315,468 or 37 Co2e Tonnes

Propane (L) - usage was 6060 or 9 Co2e Tonnes

Total Emissions - 129 Co2e

Year 2021

Natural Gas (m3) – usage was 25,926 or 51 Co2e Tonnes

Electricity (kWh) - usage was 1,325,347 or 40 Co2e Tonnes

Propane (L) - usage was 5220 or 8 Co2e Tonnes

Total Emissions - 99 Co2e

## B.T.E. Assembly L.T.D Carbon Footprint Reduction Strategy

Plastic Injection Molding Machines – As new injection molding machines are needed, we will look to replace with more energy efficient machines. All hydraulic oil is being recycled and reused by a customer who uses it on their machines.

Lift Trucks – As our lift trucks need replacing, we look to replace propane lift trucks with Electric lift trucks.

Natural Gas usage - we will look to watch this usage during seasonal times to continue to reduce the natural gas usage.



## B.T.E. Assembly L.T.D. Compensation Strategy

Will donate \$1,000 per year to MVCA for tree planting (trees sequester carbon out of the atmosphere.) We will also be donating to the Hanover Boy Scouts who will be planting trees on the Camp McGovern property on the Rocky Saugeen River to help enrich the environment and ecosystems.

We will look to use our Ecoraster product on our yard in place of asphalt or concrete. Ecoraster is a permeable product that allows for stormwater to permeate down into the ground table as opposed to run off into the sewer systems. Ecoraster is made from 100% recycled plastic.

As B.T.E. Assembly L.T.D continues to grow in production, our goal as a business is to continue to lower our carbon emissions. Through awareness, diligence and the continued selection of more efficient equipment, our Carbon Footprint for B.T.E. Assembly L.T.D will continue to diminish.

Jason Brooks  
C.O.O  
B.T.E. Assembly L.T.D

## Carbon Footprint Strategy for Huron County

The County of Huron is a member of Maitland Valley Conservation Authority’s Carbon Footprint Initiative. In 2018, the County developed a Carbon Footprint Strategy as part of this membership, which outlined goals and achievements, as well as actions to reduce energy use and compensate for corporate greenhouse gas emissions.

Since then, the County has furthered efforts for climate change and energy reduction. The 2024 update to the County’s Carbon Footprint Strategy outlines progress made since 2018, including current objectives and efforts to reduce corporate emissions and improve carbon sequestration in the local area.

### Progress Since 2020

- Continued implementation of the Corporate Climate Change Adaptation Plan (CCCAP) (2020-2025) that outlines 14 goals in 5 priority areas to address mitigation and adaptation
- Developed a Corporate Greenhouse Gas Inventory to determine baseline emissions for the County’s facilities and fleet vehicles
- Creation of an Environment and Forestry summer student position
- Achieved a 14.5% reduction in energy use in County buildings in 2023 based on 2017 usage due to energy conservation measures and the sale of two buildings. Updated the County’s CDM Plan in 2024 outlining further targets for energy reduction
- Expanded the role of the County’s internal Conservation Committee to include efforts for climate change, in addition to energy reduction
- Increased funding for the Huron County Clean Water Project, allocating a total of \$500,000 annually to fund water quality and land stewardship projects for private landowners in Huron County
- Promoted energy efficiency for staff and residents through the release of the Home Energy Savings Guide
- Continued efforts through the Huron County Cycling Strategy to promote alternative forms of transportation through education, safety, and pilot projects

**Table 1. Total energy use (kWhe) and reductions in County facilities achieved through the CDM plan.**

Year	Electricity	Natural Gas	Propane	Total
2017	3,768,700	7,733,807	346,685	11,849,192
2023	3,197,572	6,603,457	325,130	10,126,159
Change	-571,128	-1,130,350	-21,555	-1,723,033 (14.54% reduction)

**Table 2. Total greenhouse gas emissions (kg) from County facilities.**

Year	GHG emissions
2017	1,547,198.41
2018	1,674,558.88
2019	1,794,245.52
2020	1,537,265.84
2021	1,487,079.02
2022	1,537,797.28
2023	1,371,897.26

## Current Objectives & Recent Accomplishments

The County of Huron is committed to taking action to prepare for the future impacts of climate change, while reducing energy use and greenhouse gas emissions. Many of the County's current objectives relate to the implementation of the CCCAP and include:

- Taking action to reduce, respond to, and recover from the impacts of climate change on the corporation and our communities, and
- Continuing to look for opportunities to improve energy management, reduce consumption, and minimize greenhouse gas emissions across the corporation.

Some of the County's recent accomplishments include:

- Applying a Climate Lens Tool to projects and decisions
- Developed a Single-Use Item Reduction Strategy (SUIRS)
- Utilized the High Performance Building Standard to guide the construction of three new efficient, resilient, and sustainable affordable housing buildings
- Developed a corporate green fleet strategy
- Avoided 3,581 kg of greenhouse gas emissions from 12 Level 2 electric vehicle chargers in 2023
- Completed energy audits on all corporate facilities to understand where to focus financial investments to improve energy efficiency through retrofit projects
- Developed a Work from Home policy, which has reduced greenhouse gas emissions from employee commuting
- Continue to work with surrounding Counties to install electric vehicle chargers through Rural ReCharge
- Developed a Home Energy Savings Guide to guide residents towards energy and financial savings opportunities in their home

## Improving Carbon Sequestration

As a corporation, the County strives to reduce greenhouse gas emissions, while also supporting emissions reductions across the community. The County is helping to improve local carbon sequestration by:

- Supporting sustainable agriculture and land stewardship through the Huron County Clean Water Project, with a value of \$13.1 million in past projects
- Sustainably managing County owned forests
- Inclusion of the county forests in the Asset Management Plan with an understanding of the value of ecosystem goods and services they provide to the community
- Creation of 2 acres of meadow habitat with native wildflowers along roadsides
- Owning the Huronview Demo farm and partnering with the Huron County Soil & Crop Improvement Association and Ausable Bayfield Conservation Authority to test innovative and sustainable farming and drainage practices
- Continuing to look for opportunities to naturalize County properties through tree planting and the addition of native and drought tolerant vegetation

## More Information

For more information on the County's climate change and energy efforts visit [www.huroncounty.ca/climate-change-energy/climate-change/](http://www.huroncounty.ca/climate-change-energy/climate-change/).

## **Members Report #18-2024**

**To:** Members, Maitland Valley Conservation Authority  
**From:** Stewart Lockie, Conservation Areas Coordinator  
Phil Beard, General Manager/Secretary-Treasurer  
**Date:** March 5th, 2024  
**Subject:** 2024 Carbon Reduction and Sequestration Report

---

### **Purpose:**

To outline the progress that MVCA has made to reduce our use of fossil fuels and to sequester carbon through naturalizing conservation area lands.

To outline the proposed 2024 MVCA carbon reduction and sequestration strategy.

### **2023 Carbon footprint strategy progress report**

Over the past several years, the Authorities strategy has followed scientific research recommending a two-pronged approach to CO<sub>2</sub> emission reduction and sequestration strategies. This includes the elimination of burning fossil fuels as quickly as possible to stabilize the climate and to restore natural areas and increase soil carbon in agricultural lands.

The Authority adopted the following strategy to meet this recommendation:

1. Reduce fossil fuel use by converting to electric vehicles and equipment when suitable technology is available at an affordable price. Fuel efficient vehicles/equipment will be considered if suitable electric options are not affordable or available at the time of replacement.
2. Ensure good forestry management practices are undertaken in our existing woodlands and reforest or naturalize marginal farmland and other areas within conservation areas to sequester carbon and restore biodiversity.

Each year, the Authority monitors fuel and electricity use in all aspects of our operations to calculate how many tonnes of Co2 were emitted. Results for 2023 are listed below:

Product	Quantity	Emission Factor	Tonnes CO2
Gasoline	9,994 Litres	2.3	22.99
Diesel	682 Litres	2.68	1.83
Propane	3,666 Litres	1.52	5.57
Electricity	256,375 kWh	0.031	7.95
Director/staff mileage	10,497 km	2.3	3.05
TOTAL Tonnes CO2			41.39

The following chart shows a comparison of yearly authority CO2 emissions. 2016 was used as a baseline when all fuel and electricity quantities were accounted for.

Year	Total Tonnes CO2	Yearly Difference
2016	52.22	
2017	49.61	-2.61
2018	46.42	-3.19
2019	41.64	-4.78
2020	32.70	-8.94 pandemic restrictions
2021	38.66	+5.96
2022	40.00	+1.34
2023	41.39	+1.39

As the above chart indicates, the authority's Co2 emissions has reached a point where current operations emit approximately 40 tonnes of Co2 per year. Without further replacement of authority vehicles to electric options or alternative heating methods, it is expected this amount will remain and will be impacted by the following factors depending on the year:

- Authority projects and the requirements for vehicle/equipment use.
- Weather conditions - Heating and cooling requirements, snow removal and vegetation mowing.
- Camping trends and demands. Increased usage impacts water heating use, electricity, and fuel use to meet the needs of users.

The authority can expect to see another major reduction in Co2 when a suitable all-electric pickup truck, hybrid van or an alternative water heating solution becomes available. The

replacement of the mini-van is scheduled for 2024 and the ½ ton pickup truck is scheduled for 2025 at the administration office.

### **Carbon Footprint Reduction and Sequestration Initiatives completed in 2023.**

- Planted 1,500 tree seedlings at Wawanosh Valley Conservation Area.
- Replaced the propane and electric heater at the administration office workshop with an efficient heat pump.
- Re-insulated workshop walls and ceilings.
- Purchased an electric assisted bicycle for campground operations.
- Purchased on-demand hot water heaters for washroom renovations at FRCA.
- Promoted driving electric vehicles and the most fuel-efficient vehicle for the task required.

### **Maitland Conservation Carbon Footprint Reduction and Sequestration Strategy for 2024**

The Maitland Conservation's strategy continues to focus on the reduction of fossil fuel use that will lead to the elimination of Co2 emissions by authority operations in the future. It also recognizes that we need to restore natural areas on conservation authority lands that are not presently in natural cover except for lands used for roads and buildings.

### **Carbon Footprint Reduction Strategy and 2024 Initiatives**

Reduce fossil fuel use by converting to electric vehicles and equipment when suitable technology is available at an affordable price. Fuel efficient vehicles/equipment will be considered if suitable electric options are not affordable or available at the time of replacement.

- Promote employees to use electric vehicles and the most fuel-efficient vehicle for the task required.
- Purchase a hybrid minivan to replace the current gasoline model.
- Purchase an electric vehicle for campground operations to replace one truck.
- Purchase a fuel-efficient zero turn mower for vegetation management.
- Install efficient heat pumps and insulation in the gatehouse and office at FRCA.
- Install on demand hot water heaters in Sycamore washrooms at FRCA.
- Replace lighting to LED technology when replacement is required.
- Track paper usage in Authority operations and include the CO2 emissions in our calculations.

- Replace equipment with energy efficient models when replacement is required.

### **Carbon Sequestration Strategy and 2024 Initiatives**

Ensure good forestry management practices are undertaken in our existing woodlands and reforest or naturalize marginal farmland and other areas within conservation areas to sequester carbon and restore biodiversity.

- Identify where natural vegetation can be planted in our Conservation Areas.
- Identify and prioritize forest management needs (harvesting, invasive species control, restoration), for the next 10 years on Conservation areas lands.
- Plant 250 tree seedlings at Naftels Creek Conservation Area to continue to improve forest health and diversity.
- Prepare Wawanosh Valley Conservation Area for future planting of marginal agricultural land by removing invasive buckthorn along perimeters.
- Develop naturalization plan for Gorrie Conservation Area to reduce grass cutting in the parkland area.

#### **Recommendation:**

THAT MVCA's carbon footprint progress report and 2024 strategic actions be approved as outlined in Report # 18-24.



# Carbon Footprint Initiative Framework

Date: May 31, 2024



## OVERVIEW:

The Carbon Footprint Initiative is a ~~not-for-profit alliance~~ collaborative of public and private sector entities. Our members represent local government, agribusiness, forestry, insurance, seed, automotive and electrical supply sectors.

This collaborative has been formed because we share a common interest in finding ways to reduce our carbon footprint, especially the use of fossil fuels. We are also interested in restoring natural areas by planting trees, shrubs, and plants that will remove to sequester carbon and to improve the health of the watershed.

We are dedicated to developing ways to reduce our carbon footprint and subsequent use of fossil fuels. Our initial interest is in tracking fossil fuel use and identifying ways to reduce our use and in time identify alternative energy sources to use.

Our focus at the present time is to develop carbon footprint strategies and share what we have learned with other businesses, municipalities and community groups and to encourage others to develop their own carbon footprint strategies.

We have identified two community projects that we will support by providing native trees and shrub as part of our carbon sequestration and naturalization objectives.

The CFI members support the Sustainable Development Goals. Each member is encouraged to include some or all the sustainable development goals into their strategic plans as time and resources allows. Members are encouraged to report on their progress in meeting the sustainable development goals. A copy of the Sustainable Development Goals is attached to the framework.

## CARBON SEQUESTRATION:

A tree can absorb as much as .02 tonnes (48 pounds) of carbon dioxide per year and can sequester 1 ton of carbon dioxide by the time it reaches 40 years old.

## BACKGROUND:

Climate change presents a major threat to the present and future prosperity and well-being of the communities and businesses located within the Maitland watershed. The economy in the Maitland watershed is based upon the prosperity of three major sectors: agriculture, seasonal

recreation along the Lake Huron shoreline and forestry. These sectors rely on a stable and predictable climate and the health of soil, rivers, Lake Huron and forests. However, climate change is reducing the stability of the climate and making it difficult for these sectors to continue using the same approaches to the management of the resources they have traditionally used. The primary cause of climate change is the burning of fossil fuels and the subsequent accumulation of carbon dioxide in the atmosphere. There is growing recognition that civilization needs to eliminate its dependency upon fossil fuels and transition to carbon free energy sources. There is also a growing understanding that we need to **restore natural areas in order to sequester carbon.** ~~reduce carbon dioxide levels in the atmosphere to levels that will stabilize the climate.~~ The transition away from using fossil fuels will pose unique challenges and solutions in rural ~~communities~~ **municipalities** and businesses due to our dependency upon these energy sources for transportation.

### **OBJECTIVES:**

1. To demonstrate how businesses and **municipalities**~~communities~~ can measure & reduce their carbon footprint.
2. To encourage businesses and **municipalities** to measure and develop a strategy for reducing their carbon footprint.
3. To encourage businesses and **municipalities** to plant native trees and shrubs to sequester carbon and restore natural areas.
4. **To encourage businesses and municipalities to incorporate the sustainable development goals into their strategic plans.**

### **COMMUNITY PROJECTS SUPPORTED BY THE CFI:**

1. ~~**The Listowel Memorial Park Rehabilitation Project.** This project will help to restore the river and flood plain through the planting of trees, shrubs, and wildflowers in the park. The project is also aimed at improving the health of the river.~~
2. **The Middle Maitland Restoration Project:** The objective of this project is to naturalize flood plain and river valley lands along the Middle Maitland River from Wingham upstream to its headwaters located in Mapleton. This work will help to restore the health of the river by **improving stream flow, aquatic habitat, and water quality in the Middle Maitland River.**

### **COMMITTMENT:**

Each member commits to developing a carbon footprint strategy and providing annual updates on their progress in reducing their carbon footprint and in their efforts to sequester carbon.

### **CARBON FOOTPRINT INITIATIVE LEADERSHIP TEAM:**

Sharen Zinn, MVCA; Kriss Snell, CAO, Municipality of North Perth; Richard Keeso; Tracey MacDonald, CEO, Trillium Mutual Insurance Company; Ron Coghlin & Derek Mendez, Molesworth Farm Supply Ltd.; Tara Lantz, Corteva Agriscience, Wingham Parent Seed Plant; Martin Vogt, President, EFS Plastics Ltd.; Brendan Magee, Ward & Uptigrove; Derry Wallis, Climate Change Coordinator, County of Huron.

## Members Report #45-2024

**To:** Members, Maitland Valley Conservation Authority  
**From:** Ben Van Dieten, Stewardship Supervisor  
**Date:** June 11th, 2024  
**Subject:** Agreements Signed

---

1. Rural Water Quality Program Agreement-County of Wellington.

The County of Wellington has updated the agreement with the five conservation authorities who deliver the County's Rural Water Quality Program. The agreement states that each conservation authority will deliver the program in their respective watershed from January 1, 2024 to December 31, 2028.

**Recommendation:**

THAT the Members approve the signing of the Rural Water Quality Agreement with the County of Wellington.