

Belleville Police Service

2024 Budget

Actuals including outstanding purchase orders as of December 4, 2023

Updated December 4, 2023

		2021	2022	2023	2023	2024 Budget			
		Actual	Actual	Actual YTD	Budget	Base Adjustments	Base Budget	Final	% + or (-)
POLICE SERVICES REVENUE									
FEDERAL FUNDING									
	7000102								
Internet Child Exploitation	1-7-7000102-0347	58,133	17,713	-	-		-	-	-
		\$ 58,133	\$ 17,713	\$ -	\$ -	\$ -	\$ -	\$ -	
PROVINCIAL FUNDING									
	7000103								
Police Transportation	1-7-7000103-0156	\$ 25,167	\$ 26,681	\$ 23,708	\$ 29,000		\$ 29,000	\$ 29,000	0.00%
Grant - RIDE	1-7-7000103-0301	11,689	15,418	14,816	14,900		14,900	14,900	0.00%
Court Security Prisoner Transport	1-7-7000103-0312	1,460,327	1,461,635	1,595,853	1,460,000	135,800	1,595,800	1,595,800	9.30%
Ontario Cannabis Legalization Fur	1-7-7000103-0343	14,737	-	-	-		-	-	
Community Safety and Policing Gi	1-7-7000103-0344	188,000	45,047	-	57,900	(57,900)	-	-	-100.00%
Membership Support Grant	1-7-7000103-0348	16,000	-	8,000	8,000		8,000	8,000	0.00%
Strategy to Protect Children	1-7-7000103-0349	12,473	12,750	12,403	12,800		12,800	12,800	0.00%
Strategy to End Human Trafficking	1-7-7000103-0351	17,400	17,400	17,400	-	17,400	17,400	17,400	
Victim Services Grant	1-7-7000103-0352	-	100,000	100,000	100,000		100,000	100,000	0.00%
		\$ 1,745,792	\$ 1,678,931	\$ 1,772,180	\$ 1,682,600	\$ 95,300	\$ 1,777,900	\$ 1,777,900	5.66%
FEES AND SERVICES									
	7000104								
Record Checks and Requests	1-7-7000104-0173	\$ 114,868	\$ 148,552	\$ 143,128	\$ 148,000		\$ 148,000	\$ 148,000	0.00%
Paid Duties	1-7-7000104-0269	121,955	115,915	82,408	118,000		118,000	118,000	0.00%
Licencing - Adult Entertainment	1-7-7000104-0306	-	4,750	3,800	5,000		5,000	5,000	0.00%
Deep River Services	1-7-7000104-0313	67,701	86,661	90,083	90,100	6,795	96,895	96,895	7.54%
Alarm Program	1-7-7000104-0330	5,550	5,245	10,843	5,500	2,000	7,500	7,500	36.36%
		\$ 310,074	\$ 361,123	\$ 330,262	\$ 366,600	\$ 8,795	\$ 375,395	\$ 375,395	2.40%
FINES									
	7000105								
Prov. Offences Revenue Share	1-7-7000105-0350	83,527	122,180	59,280	125,000		125,000	125,000	0.00%
		\$ 83,527	\$ 122,180	\$ 59,280	\$ 125,000	\$ -	\$ 125,000	\$ 125,000	0.00%
OTHER									
	7000106								
Other Miscellaneous	1-7-7000106-0164	19,000	517,932	44,920	26,300	(14,800)	11,500	11,500	-56.27%
Collision Reporting Centre	1-7-7000106-0331	1,917	2,015	2,047	2,000	115	2,115	2,115	5.75%
Contribution from Trust	1-7-7000106-4997	-	30,015	-	-		-	-	
Utilization of Refund Deposit Account						200,000	200,000	200,000	
Contribution from Reserve	1-7-7000106-4999	(16,000)	-	-	-		-	-	
		\$ 4,917	\$ 549,962	\$ 46,967	\$ 28,300	\$ 185,315	\$ 213,615	\$ 213,615	654.82%
TOTAL POLICE SERVICES REVENUE		\$ 2,202,444	\$ 2,729,909	\$ 2,208,689	\$ 2,202,500	\$ 289,410	\$ 2,491,910	\$ 2,491,910	13.14%



December 5, 2023

Brandon Ferguson, Director of Finance
City of Belleville
169 Front Street
Belleville, ON K8N 2Y8

Re: Quinte Economic Development Commission Funding Request

Dear Brandon,

We appreciate the City of Belleville's continued support of the Quinte Economic Development Commission (QEDC). We are proud to be the regional economic development office representing the City of Belleville, the City of Quinte West, and the Municipality of Brighton. QEDC is committed to supporting the existing industrial companies in our communities, as well as the marketing and promotion of the region on behalf of our member municipalities to attract new industries.

I recently met with the QEDC Executive Committee to review the proposed 2024 budget. The proposed 2024 contribution for the QEDC member municipalities is based on a per capita rate of \$4.57 multiplied by the latest (2021) Census of Population from Statistics Canada. This represents an approximate 2.6% increase over the 2023 contribution which had a rate \$4.45 per capita.

2024 Belleville contribution: $\$4.57 \times 55,071 = \$251,674.47$

We are finalizing the 2023 Year End Report. The work plan and associated budget will be approved at the AGM in February. Please let me know if you require anything else.

Best Regards,

Sincerely,



Chris King, Ec.D.
Chief Executive Officer

cc. Elisha Purchase, Investment Attraction Officer



To: Centre & South Hastings Waste Services Board, Member Municipalities

Cc: Bill Sandison, General Manager, Quinte Waste Solutions

From: MaDonna Howell, Chief Financial Officer

Date: November 27, 2023

RE: 2024 Budget

As a municipal services board under the Municipal Act, this Board provides Waste diversion services to its member municipalities through blue box recycling; hazardous waste, and waste electronics and electrical equipment, disposal solutions; and waste diversion information and assistance. The Board has a signed operating agreement and is subject, as are the member municipalities, to a number of Provincial, as well as Federal, Acts and regulations.

The staff at Quinte Waste Solutions have prepared the Budget for 2024, which will include an increase over the 2023 Budget, at 14.11% as shown in the summary report. Several factors affect the 2024 Budget, including:

- A) Levies are apportioned based on tonnage for 2024 consistent with the Board Agreement
- B) Market price for material continues to sharply decrease year over year since mid-2022.
- C) The Contractor costs increase by the CPI rate listed on Statistics Canada website as at August of the current year. The CPI rate for August 2023 is at 3.9%
- D) The fuel escalation cost is still in effect. The average fuel prices for all of Ontario are still above the \$1.44 price set in the RFP, therefore monthly payments for fuel costs continue to be paid to the contractor.
- E) MRF Plant & Equipment, Building & Yard has increased by \$100K over 2023 based upon a more detailed review of the MRF equipment.
- F) No additional HEW depots are included. PEC are in process of a land acquisition leading to a D & O Plan and an ECA Amendment - depot is anticipated to be a 2025 activity and QW have deferred implementation pending further review.
- G) One full-time staff has been added to HEW Depot. We completed the first year of "full-time" operation and a staffing adjustment is required to meet demand.



The MBOG (Mixed Basket of Goods) price budgeted in 2023 was set at \$80/MT with material revenue set at \$1,188,483. However, with market prices still at a low, we are anticipating that the MBOG will fall below \$80, currently at \$36, which will leave us short in revenue approximately \$880,000. With the uncertainty of the market prices on materials, the MBOG for 2024 is set at \$35.00. QWS staff are anticipating that the markets will recover, and that sales for 2024 will also increase. This in return will hopefully recover the lost revenue from 2023.

The Board also has a \$500,000 operating line-of-credit, with the intention of increasing this to \$1,000,000 that can be utilized when finances are low.



To: Centre & South Hastings Waste Services Board, Member Municipalities

From: MaDonna Howell, Chief Financial Officer

Date: November 27, 2023

RE: 2024 Budget

MOVED by Garnet Thompson – City of Belleville seconded by Larry Rollins – Township of Madoc

THAT, the Board approve the 2024 Budget with an increase of 21.7% over and above the 2023 Budget.

Motion Carried

AMENDED MOTION- December 5, 2023

MOVED by Heather Lang – Township of Tyendinaga seconded by Jim Harrison – City of Quinte West

THAT, the Board approve the 2024 Budget with an increase of 14.11% over and above the 2023 Budget.

Motion Carried

Centre and South Hastings Waste Services Board

2024 Operating Budget

Approved By Board November 27, 2023

November 27, 2023

2024 Budget Summary & Comparison

	2024 Budget	2023 Budget	2022 Budget
Operating Revenue:			
Administration	(47,100.00)	(30,800.00)	(16,700.00)
Blue Box	(51,317.00)	(678,403.47)	(1,311,421.60)
Contract Municipalities (net of costs)	1,143.89	(4,655.89)	(3,016.74)
Communications & Promotion			-
Household Hazardous Waste/Electronics	(128,061.84)	(139,621.84)	(150,738.08)
IC&I & Big Bin (including sales)	-	(159,800.00)	(127,875.00)
Total Operating Revenue:	(225,334.95)	(1,013,281.20)	(1,609,751.42)
Operating Expenses:			
Administration	318,615.00	281,978.36	261,957.21
Blue Box	7,318,588.00	6,914,314.85	6,349,492.81
Communications & Promotion	93,928.00	93,058.17	72,858.75
Household Hazardous Waste/Electronics	625,970.00	546,016.64	447,873.80
IC&I & Big Bin	-	129,460.06	114,322.46
Total Operating Expenses:	8,357,101.00	7,964,828.08	7,246,505.03
Expenses net of Revenues:	8,131,766.05	6,951,546.88	5,636,753.61
Less WDO Projected Subsidy	(2,987,284.00)	(1,928,000.00)	(2,012,000.00)
Less Draw on Reserve Capital/Capital Replacement plus WDO share to contract munic.	-	(500,000.00)	(265,000.00)
plus Projected HST expense	120,000.00	90,000.00	90,000.00
Balance levied to Board Members:	5,264,482.05	4,613,546.88	3,449,753.61
	5,264,482.05	4,613,546.88	3,449,753.61

2024 APPROVED BUDGET - SUMMARY

	BLUE BOX	ADMIN	Communication & Promotion	HHW	IC&I	2024	2023 YTD - Sept 30	2023	2022
Gross Program Expense	7,318,587.54	318,615.19	93,928.32	625,970.24		8,357,101.29	5,910,237.31	7,964,828.08	7,246,505.03
Programs Revenue	(51,317.30)	(47,100.00)	-	(128,061.84)		(226,479.14)	(468,755.99)	(1,008,625.31)	(1,606,734.68)
Net Contract Revenue		1,143.89				1,143.89	3,315.77	(4,655.89)	(3,016.74)
RPRAs Subsidy on 2022 recycling	(2,987,284.00)					(2,987,284.00)	(1,020,356.30)	(1,928,000.00)	(2,012,000.00)
Share to Contract Mun - N/A	-					-		-	-
Unrecoverable Portion of HST	-	120,000.00				120,000.00	82,352.97	90,000.00	90,000.00
Draw on Reserves-Operating	-					-	(500,000.00)	(500,000.00)	(265,000.00)
	-					-			
Net 2024 Costs to Members	4,279,986.24	392,659.08	93,928.32	497,908.40	-	5,264,482.04	4,006,793.76	4,613,546.88	3,449,753.61

2024 Levy \$	5,264,482.04	
Change from 2023 Net:	650,935.16	114.11%
Change from 2022 Net:	1,814,728.43	152.60%

2024 BUDGET COST PER MUNICIPALITY

MUNICIPALITY	BLUE BOX	ADMIN	COMMUNICATION & PROMOTION	HHW & ELECTRONICS	IC&I	2024 Levy - Tonnage	2023 Levy	2022 Levy
Belleville	1,405,551.55	128,950	30,846	163,514	-	1,728,860.90	1,517,247.70	1,166,799.27
Quinte West	1,281,248.22	117,546	28,118	149,053	-	1,575,964.94	1,419,749.58	1,039,053.19
Centre Hastings	170,796.94	15,669	3,748	19,870	-	210,084.18	172,010.21	124,530.35
Marmora & Lake	163,260.52	14,978	3,583	18,993	-	200,814.21	158,916.97	114,582.85
Prince Edward County	889,473.41	81,603	19,520	103,476	-	1,094,072.86	959,935.73	713,345.43
Tweed	116,272.09	10,667	2,552	13,526	-	143,017.36	117,476.15	94,880.27
Tyendinaga	92,801.67	8,514	2,037	10,796	-	114,148.20	99,285.30	70,839.50
Stirling Rawdon	128,228.54	11,764	2,814	14,917	-	157,724.07	130,107.46	92,145.58
Madoc Township	32,353.31	2,968	710	3,764	-	39,795.32	38,817.78	33,577.19
TOTAL	4,279,986.24	392,659.08	93,928.32	497,908.40	-	5,264,482.04	4,613,546.88	3,449,753.63

COST SHARING CALCULATIONS

	Tonnage of Material 2022	Tonnage of Material 31-Oct-23	Tonnage of Material 2024 Budgeted	Percentage for Levy 2024	Percentage for Levy 2023
Belleville	3,717.07	2,954.18	3,545.02	32.84%	32.89%
Quinte West	3,418.91	2,692.92	3,231.50	29.94%	30.77%
Centre Hastings	413.79	358.98	430.78	3.99%	3.73%
Marmora & Lake	376.04	343.14	411.77	3.81%	3.44%
Prince Edward County	2,282.61	1,869.49	2,243.39	20.78%	20.81%
Tweed	284.81	244.38	293.26	2.72%	2.55%
Tyendinaga	237.14	195.05	234.06	2.17%	2.15%
Stirling Rawdon	315.91	269.51	323.41	3.00%	2.82%
Madoc Township	93.40	68.00	81.60	0.76%	0.84%
	11139.68	8995.65	10794.78	100%	100%



613-968-3434 Belleville
 613-354-3312 Napanee
 RR2, 2061 Old Hwy 2,
 Belleville, ON. K8N 4Z2

October 25, 2023

Mr. Rod Bovay, CAO
 City of Belleville
 169 Front Street
 Belleville, ON
 K8N 2Y8

RE: Quinte Conservation Preliminary Budget; Asset Management Plan and Fee Policy and Schedules

Dear Mr. Bovay,

At the October 24th Board Meeting, the Executive of Quinte Conservation (QC) unanimously supported the preliminary 2024 budget (Motion QC-23-91) and the 2024 Fee Policy and Schedules (Motion QC-23-90). In addition, at the September 21st Board Meeting, the Executive of Quinte Conservation unanimously supported the Capital Asset Management Plan presented by staff (Motion QC-23-078). The purpose of this letter is to communicate with our municipal partners regarding the 2024 budget forecast, newly approved Capital Asset Management Plan and the 2024 Fee Policy and Schedules. In accordance with the Conservation Authorities Act, there is a 30-day review period where partners can provide feedback regarding the proposed budget and supporting documents. We will be taking into consideration all municipal comments prior to our December meeting where the 2024 budget, fee policy and schedules will be officially presented for the required weighted vote. The details for your municipality are provided with this correspondence.

We would ask to receive any comments prior to December 7th to allow for information to be shared at our December 21st Executive Board meeting.

QC has continued to navigate and implement the changes to the Conservation Authorities Act (CAA) made by the provincial government. Our goal is to ensure we meet the many deadlines and requirements enacted in the various regulatory changes. As part of these changes QC's budget has taken a new look. We have re-organized our budget into Category 1, 2 and 3 programs and services to align with the CAA and regulatory amendments. Staff have taken the previously approved 2023 budget and placed amounts into the appropriate categories to help make some comparisons. We have looked at our capital and operating expenses and separated these items so that we can implement our Asset Management Plan.

Over the past several months, staff have been meeting with municipal CAO's and councils to discuss the required Memorandum of Understanding (MOU) for all Category 2 and Category 3 programs and services. These discussions have been going very well and QC is having success in establishing the required MOUs with our 18 member municipalities. All conservation authorities are required to have MOUs for Category 2 and 3 programs and services signed by December 31st, 2023.

QC staff are our most important asset. As many of you know, retaining good, hard-working staff is very challenging in today's employment market. We must ensure that our compensation rates stay competitive and keep up with rising inflation. QC uses the August CPI to adjust fees, compensation, and

other related items. The 2024 budget includes a 3.1% COLA applied to all staff compensation packages as well as the movement of 13 staff through our salary grid for merit increases to ensure we maintain our approved Pay Equity structure. At the September 21st meeting, the QC Asset Management Plan (all assets excluding Water Control Infrastructure) was approved. This provides our staff and board members the assurance that our important capital works can be achieved and provides us with the ability to apply for grants and funding opportunities to help make these dollars go further.

The Quinte Region has seen significant growth over the past few years. With this growth becomes more demand for programs and services. Based on the Current Value Assessment (CVA) details provided by the province, our region has experienced a 1.3% assessment growth within the QC jurisdiction from 2022 to 2023. The 2024 preliminary budget has an increase to the municipal operating levy of \$126,049. To implement the approved QC Asset Management Plan there is also an increase in our capital expenditure of \$18,934. Together the total increase equates to 0.06% of CVA growth. We continue to maintain the recommendation for the \$25,000 reserve build (itemized in the enabling services section of the budget – Line 1.f.4). Our current operating reserve is \$449,333 and based on prior communication with the QC Board, the goal is to have a \$800,000 operating reserve maintained.

We are entering the third year of our 10 Year Water Control Infrastructure Asset Management plan approved in 2021 and distributed to our municipal partners. This plan has allowed QC to make many improvements to our water control (dam) assets to ensure safety, reduce liability and invest in our aging infrastructure. Having this plan in place allows QC to capitalize on the Water and Erosion Control Infrastructure (WECI) 50% matching grants occurring annually.

The 2024 levy distribution using the CVA is provided in the attachments along with an itemized list for each municipality showing the applicable items.

The following statements have been considered during the development of the 2024 Preliminary Budget:

- This budget includes the values from the approved QC Asset Management Plan that will be circulated to our 18-member municipalities as part of the review period.
- The Watershed Based Resource Management Strategy line item is left blank. This Category 1 item must be completed prior to December 31st, 2024. QC has not included a cost for this as we are going to try to meet this demand using some existing resources.
- A reserve build of \$25,000 has been included under Enabling Services (1.f.4).
- This budget includes costs to reinstate an accounting clerk position. This position is needed to ensure that we can meet demands that will arise as part of our succession planning.
- This budget enables us to continue to do business as normal without implementing any new programs and services.
- This budget does not include the reestablishment of an Enforcement Officer or Legal budget for enforcement related matters (approximate need - \$150,000). Violations for infractions of Section 28 regulations are on the rise but not only in the QC region. Recent discussions with neighbouring CA's have concluded that this is a problem everywhere and continues to get worse. This budget does not have any room to absorb legal fees. If we have any files going to court, this proposed

budget will not handle a single court case and we will need to special levy our municipalities (if a case arises).

- Budget includes cost of living (all staff), and merit increases for 13 staff (movement within the approved salary grid to maintain pay equity).
- This budget assumes that the Ministerial Order on “Freezing Fees” will be lifted starting January 1, 2024, and our proposed Fee Policy and Schedules will be implemented.
- Revenue forecasts are very difficult to make because of the changing economic situation. We have made predictions using the previous year’s self-generated revenue, donations, technical fee revenue, etc. as well as the state of our actual revenue from the current year. Some self-generated revenue items have decreased because of uncertainty.
- Revenue from our carbon-offsetting agreement has been incorporated into the budget. We have done this for the past two years and are anticipated to receive it prior to 20-June-2024 as per the agreement (minimum target of \$600,000).
- Costs for Risk Management Official services are much more than previous agreements (2019-2023). We have completed this service for municipalities with sources of municipal drinking water over the past few years. Historically, we used a 0.2 FTE, but a more realistic cost recovery lies around 0.4 FTE. There are several new policies and increased threats as part of the changes to the Source Protection Plan. QC provides this service for 12 drinking water systems located in 7 municipalities. This shared expense ensures that each municipality does not have to hire their own Risk Management Official/Inspector.
- A portion of the conservation area passes, and parking fees have been included as revenue.
- Maintaining qualified staff is essential to be able to provide the required programs and services to our watershed residents.

The following details are specific to the City of Belleville and will be billed on one invoice in January 2024 upon approval from the Quinte Conservation Board of Directors:

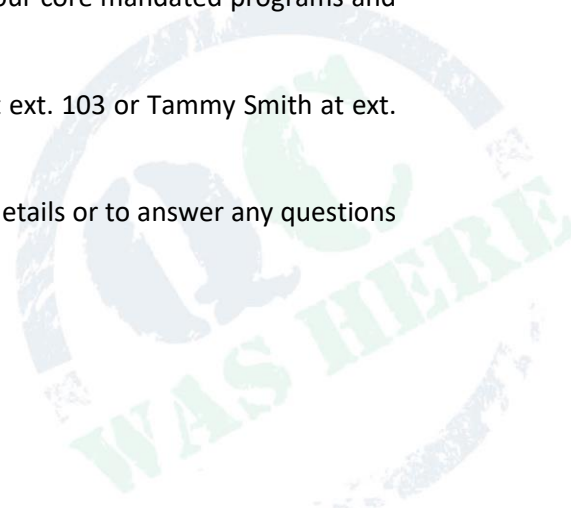
- \$793,452 (General levy for 2024 operations, including reserve build)
- \$ 136,713 (QC Capital Asset Management Plan, approved 2023)
- \$ 146,509 (Water Control Infrastructure Capital Asset Management, approved 2021)
- \$ 77,138 (Category 2 Preventative Maintenance on Ice Control Structures)
- \$ 3,333 (Risk Management Official Services)

It is our priority as an organization to continue to focus our efforts on our core mandated programs and services.

If you have any questions about this information, please contact me at ext. 103 or Tammy Smith at ext. 116.

I am available to attend a meeting at your office to go over any of the details or to answer any questions you may have.

Sincerely,





Bradley A. McNevin
Chief Administrative Officer
(613) 968-3434 or (613) 354-3312 ext. 103
bmcnevin@quinteconservation.ca

cc: Chris Malette, Chair – Quinte Conservation Executive Board
Kathryn Brown, Quinte Conservation Executive Board
Paul Carr, Quinte Conservation Executive Board
Brandon Ferguson, Director of Finance
Matt Macdonald, Clerk



2024 QUINTE CONSERVATION Preliminary BUDGET

EXPENDITURES		DESCRIPTION	2023 BUDGET	2024 BUDGET	
CATEGORY 1 - MANDATORY + ENABLING SERVICES	NATURAL HAZARD MANAGEMENT		<i>-Section 28 Permit Administration; Enforcement and Compliance; watershed planning and operations; dam operations; flood forecastin; flood control infrastructure operation and maintenance; low water response team; WECI Major Maintenance;</i>		
	1.a				
	1.a.1	Staffing	-full time, students and contracts	\$1,690,604.98	\$1,634,166.43
	1.a.2	Operating	-includes FFW costs/S39/insurance/health and safety/security checks	\$316,088.25	\$316,088.25
	1.a.3	Capital	-Specific to the approved Water Control Infrastructure Capital Asset Management Plan	\$338,032.15	\$473,245.01
	1.b	PROVINCIAL WATER QUALITY-QUANTITY MONITORING; INTEGRATED WATER AND CLIMATE MONITORING		<i>-Provincial Water Quality Monitoring Network (PWQMN); Provincial Groundwater Monitoring Network (PGMN); Climate monitoring at 5 locations</i>	
	1.b.1	Staffing	-full time, students and contracts	\$238,579.00	\$245,104.00
	1.b.2	Operating	equipment, mileage	\$8,000.00	\$8,000.00
	1.c	DRINKING WATER SOURCE PROTECTION		<i>-Source Protection Area/Region, technical support, Source Protections Committee support, Source Protection Authority reports and meetings. Activities required by the Clean Water Act and regulations.</i>	
	1.c.1	Staffing	-full time, students and contracts	\$303,087.00	\$308,583.75
	1.c.2	Operating	-SWP committee,mileage, overhead, meetings	\$96,375.00	\$102,861.25
	1.d	WATERSHED-BASED RESOURCE MANAGEMENT STRATEGY		<i>-Collate/compile existing resource management plans, watershed plans, studies, and data. Strategy development, implementation, and annual reporting.</i>	
	1.d.1	Staffing	-fulltime, students and contracts	\$0.00	\$0.00
	1.d.2	Operating		\$0.00	\$0.00
	1.e	CONSERVATION AUTHORITY LANDS AND AREAS		<i>-Section 29 Enforcement and Compliance; Conservation Area and Forest Management; Maintenance and capital improvements; Inventoring CA owned lands; land acquisitions and dispositions, lands policy, etc.</i>	
	1.e.1	Staffing	-full time, students and contracts	\$76,169.00	\$100,345.00
	1.e.2	Operating	security, minor/preventative maintenance, inspections, mileage, equipment	\$195,200.00	\$195,200.00
	1.f	ENABLING SERVICES		<i>-Corporate Services / Financial Services / Legal Expenses / Governance / Corp Communications and Outreach / Administration Building Maintenance / IT-GIS Corporate</i>	
	1.f.1	Staffing	-full time, students and contracts	\$277,942.00	\$283,361.54
1.f.2	Operating	board member expenses, equipment, mileage, minor/prevenative maintenance, audit	\$385,218.88	\$433,468.88	
1.f.3	Capital	-capital asset plan for IT, IMS, facilities, CA's, vehicles, equipment, infrastructure, FF&W, FP Mapping	\$333,840.00	\$352,774.00	
1.f.4		-Reserve Build	\$25,000.00	\$25,000.00	
TOTAL EXPENDITURES CATEGORY 1 =			\$4,284,136.26	\$4,478,198.11	
INCOME		DESCRIPTION	2023 BUDGET	2024 BUDGET	
1.g	Provincial Funds	-includes FFW funds S.39 from Government of Ontario	\$166,117.11	\$166,117.11	
1.h	Federal Funds	-student grants	\$40,000.00	\$40,000.00	
1.i	Municipalities - General Levies	-benefits all municipalities - use MCVA method	\$1,921,073.00	\$2,047,241.99	
1.j	Municipalities - Capital Levies	-benefits all municipalities - use MCVA method (10 year plan 2022 - revised every 5 = 2032)	\$338,032.15	\$473,245.01	
1.k	Municipalities - Capital Levies	-capital asset plan -use of MCVA	\$333,840.00	\$352,774.00	
1.l	Legal inquiries and Permit Fees	-related to Regulations and Enforcement (forecasted revenue)	\$270,000.00	\$170,000.00	
1.m	Plan Review Fees	-covered under Natural Hazards (forecasted revenue)	\$218,000.00	\$180,000.00	
1.n	Conservation Land Fees and Leases Income	-Rentals, hunting program, parking fees, carbon (forecasted revenue)	\$228,914.00	\$268,674.00	
1.o	Administered Programs	-n/a at this time	\$0.00	\$0.00	
1.p	Source Water Protection (MECP)	-DWSP for wages, benefits and overhead	\$399,462.00	\$411,445.00	
1.q	General	-Donations, micellaneous income, admin fees, operation of vehicles, tech fees	\$353,701.00	\$353,701.00	
1.r	Rebates and Recoveries	-Recoveries, rebates within category 1, inputs from revenue of other Category 3 programs	\$0.00	\$0.00	
1.s	Miscellaneous Revenue	-Interest on investments/accounts earned	\$15,000.00	\$15,000.00	
1.t	Draw from Surplus or Reserves	-as required	\$0.00	\$0.00	
TOTAL INCOME CATEGORY 1 =			\$4,284,139.26	\$4,478,198.11	

		EXPENDITURES	DESCRIPTION	2023 BUDGET	2024
CATEGORY 2 - NON-MANDATORY	2.a	INFRASTRUCTURE	-Non-QC Owned Flood and Erosion Control Infrastructure Operation and Management (Skootamatta, Belleville Ice Control, Stoco & Downey Weirs)		
	2.a.1		Staffing -full time, students and contracts	\$89,425.74	\$95,979.80
	2.a.2		Operating -preventative maintenance	\$7,500.00	\$7,500.00
	2.b	DRINKING WATER SOURCE PROTECTION	-Source Protection Risk Management Official; Source Protection Education and Outreach		
	2.b.1		Staffing -full time, students and contracts	\$12,500.00	\$25,942.40
	2.b.2		Operating	\$0.00	\$0.00
	2.c	CA LANDS AND AREAS	-Land acquisition - of environmental significant properties		
	2.c.1		Staffing -full time, students and contracts	\$0.00	\$0.00
	2.c.2		Operating	\$0.00	\$0.00
	2.c.3		Capital	\$0.00	\$0.00
TOTAL EXPENDITURES CATEGORY 2 =				\$109,425.74	\$129,422.20
		INCOME	DESCRIPTION	2023 BUDGET	2024 BUDGET
2.d		Provincial Funds	-includes other funded revenue within category 2 from provincial agreements (Skootamatta)	\$15,000.00	\$15,000.00
2.e		Federal Funds		\$0.00	\$0.00
2.f		Municipalities - Benefiting Levies	-benefits specific municipalities - preventative Dam Maintenance for City of Belleville, Tweed and Madoc	\$81,925.74	\$88,479.80
2.g		Rebates and Recoveries	-Inputs from revenue of other programs TO BALANCE EXPENSES	\$0.00	\$0.00
2.h		Municipalities - Special Levies	-Direct apportionment to municipality that QC provides program/service on their behalf	\$0.00	\$0.00
2.i		Municipalities - SWP Agreements	-SWP RMO/RMI and E&O Services for Local Drinking Water Source Protection Services	\$12,500.00	\$25,942.40
2.j		Other Revenue		\$0.00	\$0.00
TOTAL INCOME CATEGORY 2 =				\$109,425.74	\$129,422.20
		EXPENDITURES	DESCRIPTION	2023 BUDGET	2024
CATEGORY 3 - SPECIAL PROJECTS	3.a	CONSERVATION EDUCATION AND OUTDOOR PROGRAMS	-Education not directed to madated programs - centered on watershed and natural environment		
	3.a.1		Staffing -full time, students and contracts	\$98,519.41	\$121,855.41
	3.a.2		Operating -Supplies, Fuel, Equip, etc.	\$54,109.61	\$54,109.61
	3.b	LOCAL WATER QUALITY MONITORING	-Surface Water Quality Monitoring Program		
	3.b.1		Staffing -full time, students and contracts	\$120,500.76	\$150,761.00
	3.b.2		Operating -equip rental, supplies, laboratory costs	\$126,559.20	\$96,298.96
	3.c	STEWARDSHIP, REFORESTATION, COMMUNITY ENGAGEMENT	-Stewardship and Outreach that is not part of QC owned properties or mandate		
	3.c.1		Staffing -full time, students and contracts	\$98,519.41	\$121,855.41
	3.c.2		Operating -Supplies, Fuel, Equip, etc.	\$54,109.61	\$54,109.61
	3.d	DEPOT LAKES CAMPGROUND	-Campground Operations		
3.d.1		Operating -Superintendent, Students, Maintenance, Supplies, Fuel, Equip, etc.	\$50,600.00	\$95,600.00	
TOTAL CATEGORY 3 =				\$602,917.99	\$694,589.99
		INCOME	DESCRIPTION	2023 BUDGET	2024 BUDGET
3.e		Special Agreement Funding	Local Water Quality Monitoring Program	\$247,059.96	\$247,059.96
3.f		Conservation Education and Outdoor Programs	-User fees, grants or donations specific to category 3 -	\$159,532.03	\$169,532.03
3.g		Depot Lakes campground	campsite rentals (seasonal and interior) (forecasted revenue)	\$135,000.00	\$180,000.00
3.h		Stewardship, Reforestation, Community Engagement	-User Fees, grants and donations specific to category 3 - tree/shrub sales, shoreline kits, etc.	\$61,326.00	\$97,998.00
TOTAL INCOME CATEGORY 3 =				\$602,917.99	\$694,589.99
TOTAL QC OPERATING AND CAPITAL BUDGET				\$4,996,479.99	\$5,302,210.30
		General Levies	-Modified current value assessment (MCVA) method using MPAC data	\$2,254,913.00	\$2,400,015.99
		Benefit-based Levies	-specific municipality benefits, except under Clean Water Act	\$338,032.15	\$473,245.01
		Agreement Levies	-Special agreements, where one or some participating municipalities benefit	\$94,425.74	\$114,422.20

**Quinte Conservation
General Levy to Support Operations**

	% in CA	Municipal Population	Municipal Population in CA Jurisdiction	2022 CVA (Modified) in Watershed	2023 Current Value Assessment (CVA)	2023 CVA (Modified) in Watershed	Difference in CVA in Watershed 2022 over 2023	% Difference in CVA in Watershed 2022 over 2023	CVA Based Apportionment Percentage	2023 Actual Levy	Preliminary Levy 2024	Preliminary Levy \$ increase
City of Belleville	100	37,486	37,486	7,879,433,041	7,957,058,045.00	7,957,058,045	77,625,005	0.99%	38.76	\$ 746,913	\$ 793,452	\$ 46,538
Centre Hastings	56	3,512	1,967	310,682,940	566,296,639.00	317,126,118	6,443,178	2.07%	1.54	\$ 29,392	\$ 31,624	\$ 2,231
Twp. Of Madoc	100	1,796	1,796	242,867,580	246,719,685.00	246,719,685	3,852,105	1.59%	1.20	\$ 23,053	\$ 24,602	\$ 1,549
Marmora & Lake	22	3,146	692	147,188,542	673,839,488.00	148,244,687	1,056,145	0.72%	0.72	\$ 14,024	\$ 14,740	\$ 716
City of Quinte West	23	32,903	7,568	1,390,238,926	6,114,600,081.00	1,406,358,019	16,119,093	1.16%	6.85	\$ 131,786	\$ 140,236	\$ 8,450
Stirling/Rawdon	17	3,901	663	89,322,469	543,446,360.30	92,385,881	3,063,413	3.43%	0.45	\$ 8,453	\$ 9,213	\$ 760
Tudor & Cashel	48	554	266	83,315,750	179,402,405.00	86,113,154	2,797,404	3.36%	0.42	\$ 7,876	\$ 8,598	\$ 722
Municipality of Tweed	100	4,617	4,617	677,747,409	683,796,338.10	683,796,338	6,048,929	0.89%	3.33	\$ 64,164	\$ 68,173	\$ 4,009
Twp. of Tyendinaga	100	3,466	3,466	480,152,630	485,958,735.00	485,958,735	5,806,105	1.21%	2.37	\$ 45,529	\$ 48,520	\$ 2,990
Addington Highlands	44	1,697	747	240,657,932	551,727,070.00	242,759,911	2,101,979	0.87%	1.18	\$ 22,861	\$ 24,157	\$ 1,297
Town of Greater Napanee	53	11,539	6,116	1,258,167,262	2,417,533,460.00	1,281,292,734	23,125,472	1.84%	6.25	\$ 119,299	\$ 127,953	\$ 8,654
Twp. of Stone Mills	100	6,340	6,340	965,434,334	985,552,054.00	985,552,054	20,117,720	2.08%	4.80	\$ 91,443	\$ 98,268	\$ 6,825
Twp. of North Frontenac	1	1,620	16	9,514,091	958,821,135.60	9,588,211	74,121	0.78%	0.05	\$ 961	\$ 1,024	\$ 63
Twp. of South Frontenac	21	15,326	3,218	738,889,207	3,567,016,624.00	749,073,491	10,184,284	1.38%	3.65	\$ 70,119	\$ 74,724	\$ 4,605
Twp. of Central Frontenac	46	3,696	1,700	455,756,598	1,004,266,698.00	461,962,681	6,206,083	1.36%	2.25	\$ 43,224	\$ 46,063	\$ 2,839
Town of Deseronto	100	1,238	1,238	129,681,140	129,523,340.00	129,523,340	-157,800	-0.12%	0.63	\$ 12,295	\$ 12,898	\$ 603
Corp. of Loyalist Twp.	3	13,386	402	71,613,010	2,472,572,240.00	74,177,167	2,564,157	3.58%	0.36	\$ 6,724	\$ 7,370	\$ 646
Prince Edward County	100	19,430	19,430	5,096,326,631	5,172,878,912.00	5,172,878,912	76,552,281	1.50%	25.19	\$ 483,150	\$ 515,700	\$ 32,550
TOTAL QC LEVIES		165,653	97,728	20,266,989,491		20,530,569,164	263,579,673	1.30%	100.00	\$ 1,921,073	\$ 2,047,242	\$ 126,049

**Quinte Conservation
Levy For Capital Asset Management Plan (Motion QC-23-78)**

	% in CA	2022 CVA (Modified) in Watershed	2023 Current Value Assessment (CVA)	2023 CVA (Modified) in Watershed	CVA Based Apportionment Percentage	2023 Capital Levy	2024 Preliminary Capital Levy	\$ increase
City of Belleville	100	7,879,433,041	7,957,058,045.00	7,957,058,045	38.76	\$ 129,764.00	\$ 136,713	\$ 6,949
Centre Hastings	56	310,682,940	566,296,639.00	317,126,118	1.54	\$ 5,108.00	\$ 5,449	\$ 341
Twp. Of Madoc	100	242,867,580	246,719,685.00	246,719,685	1.20	\$ 4,006.00	\$ 4,239	\$ 233
Marmora & Lake	22	147,188,542	673,839,488.00	148,244,687	0.72	\$ 2,437.00	\$ 2,540	\$ 103
City of Quinte West	23	1,390,238,926	6,114,600,081.00	1,406,358,019	6.85	\$ 22,901.00	\$ 24,165	\$ 1,264
Stirling/Rawdon	17	89,322,469	543,446,360.30	92,385,881	0.45	\$ 1,469.00	\$ 1,587	\$ 118
Tudor & Cashel	48	83,315,750	179,402,405.00	86,113,154	0.42	\$ 1,369.00	\$ 1,482	\$ 113
Municipality of Tweed	100	677,747,409	683,796,338.10	683,796,338	3.33	\$ 11,150.00	\$ 11,747	\$ 597
Twp. of Tyendinaga	100	480,152,630	485,958,735.00	485,958,735	2.37	\$ 7,912.00	\$ 8,361	\$ 449
Addington Highlands	44	240,657,932	551,727,070.00	242,759,911	1.18	\$ 3,973.00	\$ 4,163	\$ 190
Town of Greater Napanee	53	1,258,167,262	2,417,533,460.00	1,281,292,734	6.25	\$ 20,731.00	\$ 22,048	\$ 1,317
Twp. of Stone Mills	100	965,434,334	985,552,054.00	985,552,054	4.80	\$ 15,891.00	\$ 16,933	\$ 1,042
Twp. of North Frontenac	1	9,514,091	958,821,135.60	9,588,211	0.05	\$ 167.00	\$ 176	\$ 9
Twp. of South Frontenac	21	738,889,207	3,567,016,624.00	749,073,491	3.65	\$ 12,185.00	\$ 12,876	\$ 691
Twp. of Central Frontenac	46	455,756,598	1,004,266,698.00	461,962,681	2.25	\$ 7,511.00	\$ 7,937	\$ 426
Town of Deseronto	100	129,681,140	129,523,340.00	129,523,340	0.63	\$ 2,137.00	\$ 2,222	\$ 85
Corp. of Loyalist Twp.	3	71,613,010	2,472,572,240.00	74,177,167	0.36	\$ 1,168.00	\$ 1,270	\$ 102
Prince Edward County	100	<u>5,096,326,631</u>	<u>5,172,878,912.00</u>	<u>5,172,878,912</u>	<u>25.19</u>	<u>\$ 83,961.00</u>	<u>\$ 88,864</u>	<u>\$ 4,903</u>
TOTAL QC LEVIES		20,266,989,491		20,530,569,164	100.00	\$ 333,840.00	\$ 352,774	\$ 18,934

**Quinte Conservation
Summary of Levy Distribution**

	Levy General	Capital Asset Management	Water Control Infrastructure Capital Asset Management	Preventative Maintenance Water Control Structures & Weir Installs	Risk Management Official	Total Levy
City of Belleville	\$ 793,452	\$ 136,713	\$ 146,509	\$ 77,138	\$ 3,333	\$ 1,157,144
Centre Hastings	\$ 31,624	\$ 5,449	\$ 349	\$ 5,671	\$ 7,373	\$ 50,467
Twp. Of Madoc	\$ 24,602	\$ 4,239	\$ 2,208	\$ -	\$ -	\$ 31,049
Marmora & Lake	\$ 14,740	\$ 2,540	\$ 36,232	\$ -	\$ 1,633	\$ 55,145
City of Quinte West	\$ 140,236	\$ 24,165	\$ -	\$ -	\$ -	\$ 164,401
Stirling/Rawdon	\$ 9,213	\$ 1,587	\$ -	\$ -	\$ -	\$ 10,800
Tudor & Cashel	\$ 8,598	\$ 1,482	\$ -	\$ -	\$ -	\$ 10,080
Municipality of Tweed	\$ 68,173	\$ 11,747	\$ 2,841	\$ 5,671	\$ 1,854	\$ 90,286
Twp. of Tyendinaga	\$ 48,520	\$ 8,361	\$ 26,274	\$ -	\$ -	\$ 83,155
Addington Highlands	\$ 24,157	\$ 4,163	\$ 9,211	\$ -	\$ -	\$ 37,532
Town of Greater Napanee	\$ 127,953	\$ 22,048	\$ 72,713	\$ -	\$ 1,833	\$ 224,547
Twp. of Stone Mills	\$ 98,268	\$ 16,933	\$ 46,595	\$ -	\$ -	\$ 161,796
Twp. of North Frontenac	\$ 1,024	\$ 176	\$ -	\$ -	\$ -	\$ 1,200
Twp. of South Frontenac	\$ 74,724	\$ 12,876	\$ 35,540	\$ -	\$ -	\$ 123,140
Twp. of Central Frontenac	\$ 46,063	\$ 7,937	\$ 31,686	\$ -	\$ -	\$ 85,686
Town of Deseronto	\$ 12,898	\$ 2,222	\$ -	\$ -	\$ 1,336	\$ 16,457
Corp. of Loyalist Twp.	\$ 7,370	\$ 1,270	\$ -	\$ -	\$ -	\$ 8,640
Prince Edward County	\$ 515,700	\$ 88,864	\$ 63,087	\$ -	\$ 8,580	\$ 676,231
TOTAL QC LEVIES	\$ 2,047,242	\$ 352,774	\$ 473,245	\$ 88,480	\$ 25,942	\$ 2,987,755



Fee Policy and Schedules

This policy outlines Quinte Conservation's guidelines for setting and charging fees

Approved by the Quinte Conservation Board of Directors

Date Approved: October 20, 2022

Last Revision - October 24, 2023

EFFECTIVE: January 1, 2024

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POLICY

Purpose

The purpose of the Fee Policy and Schedules is to inform the public and our municipal partners of the fees charged for programs and services delivered by Quinte Conservation.

Legislative Framework

The Conservation Authorities Act (CAA) Section 21.2 allows for conservation authorities to charge fees for services.

The CAA Section 21.1 Mandatory programs and services and Ontario Regulation (O. Reg.) 686/21 Mandatory Programs and Services outline mandatory (Category 1) programs that may be funded by municipal apportionment, provincial grants, or self-generated revenue with the user pay principal as appropriate.

Section 21.1.1 of the CAA outlines Category 2 Municipal programs and services, “An authority may provide, within its area of jurisdiction, municipal programs and services that it agrees to provide on behalf of a municipality situated in whole or in part within its area of jurisdiction under a memorandum of understanding, or such other agreement as may be entered into with the municipality, in respect of the programs and services.”

Section 21.1.2 of the CAA defines Category 3 Other programs and services, “In addition to programs and services described in sections 21.1 and 21.1.1, an authority may provide, within its area of jurisdiction, any other programs and services that it determines are advisable to further the purposes of this Act.”

Category 1 Mandatory Programs and Services

These programs and services include:

- Administration of Conservation Authorities Act (CAA) Section 28 and 28.1 including technical advice and studies;
- Enforcement and compliance;
- Response to legal, real estate and public inquiries regarding a CAA Section 28 and 28.1 and natural hazard inquiries under the Planning Act;
- Review and commenting on applications under other legislation noted under the Mandatory Programs and Services Regulation (O. Reg. 686/21) and associated inquiries;
- Access to authority owned or controlled land for recreational activities not requiring direct authority or other staff involvement.
- Flood forecasting and warning;
- Flood and Erosion Control Infrastructure Operation, Management, and Maintenance;



- Low water response;
- Provincial Water Quality Monitoring Network (PWQMN);
- Provincial Groundwater Quality Monitoring (PGMN);
- Drinking Water Source Protection
- Conservation Land Management and activities requiring a permit made pursuant to section 29 of the CAA;
- Enabling Services for the Organization including administration, finance, fleet management, communications, IT.

Category 2 Municipal Programs and Services

Municipal programs and services are offered throughout the watershed to all our partnering municipalities. These programs and services are provided by Quinte Conservation on behalf of our municipal partners.

These programs and services include (but are not limited to):

- Commenting on Planning Act applications for technical and policy matters related to stormwater management or other matters requested by a municipality, county, corporation or individual. This commenting/peer review service provides for a consistent approach across the watershed.
- Drinking Water Source Protection Risk Management Official Services including Education and Outreach.

Category 3 Advisable Programs and Services

Quinte Conservation offers programs and services to our watershed residents that provide an overall benefit to the environmental health of the region.

These programs and services include (but are not limited to):

- Extension Services (e.g. technical advice/implementation of erosion control measures, forest management/tree planting, wildlife/fisheries habitat management, management of forests/recreational land owned by others, technical studies)
- Recreational activities that are provided on land that is owned or controlled by the authority with the direct support or supervision of staff employed by the authority or by another person or body, or with facilities or other amenities maintained by the authority, including equipment rentals and renting facilities for special events.
- Community relations to help establish, maintain, or improve relationships between the authority and community members.
- Public education services to improve awareness of issues relating to the conservation, restoration, development, and management of natural resources in watersheds in Ontario.



Policy Principles

This Fee Policy and associated Schedules have been prepared in conformity with the Conservation Authorities Act. The Fee Schedules are based on the user-pay principle. The fees and revenues for planning and permitting services are designed to assist with recovering the costs associated with administering and delivering the services on a program basis. These fees do not exceed the cost of the service.

Process and Public Notification

The Fee Policy and Schedules have been established by the Quinte Conservation (QC) Board of Directors following consultation with local stakeholders and the public.

Consultation includes direct e-mail to key stakeholders (e.g., municipalities) and posting the notice for comment/review and/or revisions to the Fee Policy and Schedules on the QC website for a minimum of 30 days. Comments received will be presented to the Board of Directors prior to any approval.

Implementation

It is the objective of QC to provide an effective and efficient delivery of services. To achieve this objective:

- Land use proposals will be reviewed in a timely fashion.
- Comments on applications under the Planning Act will be provided in time for the legislated public meeting or hearing.
- Permit applications under the CAA generally will be processed within timelines outlined in Conservation Ontario's "Annual Reporting on Timelines Template for permissions under Section 28 of the Conservation Authorities Act". These timelines were developed by the Timely Review and Approvals Taskforce and received endorsement by the CO Council in December 2019.
- Fees will not exceed the costs to deliver the service.

Exemptions to the application of these fees include:

- Non-profit conservation and/or environmental groups contributing to the protection and restoration of the natural environment, provided the work is occurring on their private lands. Exemptions would be considered for fees associated with permit applications, Planning Act applications, legal inquiries, and site assessments.

Refunds

Quinte Conservation does not issue refunds for services or products once the application process has started or order is submitted, and the payment has been processed. Under exceptional circumstances, refund requests will be considered and may be approved by the Chief Administrative Officer (CAO). If a refund is approved, a 20% refund fee will apply.



Appeal

The fee appeal process will be based on the principles of fairness, opportunity, and notification. The only fees that would be considered for an appeal are those found under planning and permitting.

Consideration of appeals will be directed to the CAO. The appellant must submit in writing to the CAO the reasons for the appeal request. The CAO will review the request, consult with staff and the proponent. The appeal will be dismissed, upheld or the fee altered. If the appeal is dismissed, the proponent is required to pay the fee amount. If the appeal is upheld, the fee could be waived or varied from the original amount. The applicant will be notified of the CAO's decision.

If the applicant is dissatisfied with the decision from the CAO an appeal to the QC Board of Directors can be requested.

The appellant must submit in writing to the CAO the reasons for the appeal request to the Board of Directors. The written request must identify a request to present the appeal before the Board of Directors. Once heard, the appeal will be dismissed, upheld or the fee altered. If the appeal is dismissed, the proponent is required to pay the fee amount. If the appeal is upheld, the fee could be waived or varied from the original amount. Any appeal decision requires a resolution passed by the Board of Directors. The appellant will be notified of the Board's decision.

Date of Effect

The Fee Policy and Schedules becomes effective as of the date set by the QC Board of Directors.

Transition

The establishment of this Fee Policy and Schedules supersedes and replaces all previous fee policies and/or schedules. The Policy also applies to proposals not previously invoiced, such as draft approved plans of subdivision which predated any fee schedule.

Review Process

This Fee Policy and Schedules will be reviewed annually by QC staff to monitor effectiveness and any changes will be brought forward to the Board of Directors for consideration. Consultation is required if changes are applied to the Policy or Schedules (as noted under Process and Public Notification) prior to Board approval. Approval of the updated Fee Policy and Schedule will require passage of a resolution by the Board of Directors.



FEE SCHEDULES

Schedule 1: Quinte Conservation Planning and Regulations Fees

Schedule 2: Quinte Conservation General Fees

Schedule 3: Quinte Conservation Monitoring, Stewardship and Education Services Fees



SCHEDULE 1 Planning and Regulations Fees

Fee Type	2023 Fees	PROPOSED 2024 Fee	Notes
Pre-Consultation			
Site Visit – Project Specific	\$450*	\$464*	See reference at bottom of schedule
Site Visit – Standard (1 lot)	\$450*	\$464*	See reference at bottom of schedule
Site Visit – Complex (2 or more lots severed)	\$900	\$927	NEW
Legal Inquiry	\$200	\$206	Increase reflective of COLA
Planning Service Fees			
Technical Study Review (cost per study)	\$500**	\$515**	See reference at bottom of schedule
Consent to sever – Standard (1 lot)	\$450*	\$464*	See reference at bottom of schedule
Consent to sever – Complex (2 or more lots)	\$900	\$927	NEW
Minor Variance/Zoning By-law amendment	\$450*	\$464*	Increase reflective of COLA
Official Plan amendment	\$705	\$726	Increase reflective of COLA
Standard Site Plan review	\$3580	\$3687	Increase reflective of COLA
Minor Site Plan review	\$865	\$891	Increase reflective of COLA
Subdivision review	\$7990	\$8230	Increase reflective of COLA
Subdivision phase review - minor	\$1390	\$1432	Increase reflective of COLA
Subdivision phase review - complex	\$3580	\$3687	Increase reflective of COLA
Permit Applications Fees			
Minor work	\$250***	\$258***	See reference at bottom of schedule
Standard work	\$450*	\$464*	See reference at bottom of schedule
Major work	\$835/\$1335	\$860/\$1375	Increase reflective of COLA
Permit amendment/Permit re-issue	\$100	\$103	Increase reflective of COLA
Request for a Hearing	\$1840	\$1895	Increase reflective of COLA



Violations	Double the normal application fee		
Risk Management Official Services			
Enforcement of Part IV of the Clean Water Act	\$12000	\$25942	Split between those municipalities that require Part IV duties (Belleville, Centre Hastings, Deseronto, Marmora and Lake, Town of Greater Napanee, Prince Edward County, and Tweed)

*This fee was increased significantly because a site visit is required. Three Regulation Officers completed an independent review of the time necessary to complete one permit or site visit. The three officers determined approximately the same fee. The proposed fee includes travel time, mileage, and administrative time. The new \$450 fee would reflect our minimum cost involved to issue a permit or complete one site visit. Some more complex permits/site visits would take significantly longer time to complete. However, staff normally complete many permits/site visits in a day to reduce costs.

** This technical view fee was approved by the Board in May of this year. Staff soon realized after reviewing numerous reports (e.g. Karst) that the fee was insufficient because the majority of the reports required changes/updates and time-consuming discussions with the consultant and/or other Regulation department staff.

*** This fee increase reflects the requirement for a site visit for some minor permits.



SCHEDULE 2 General Service Fees

Fee Type	2023 Fees	PROPOSED 2024 Fee	Notes
Staff Charge out Rates (per hour)			
Management/Project Management	\$90	\$93	Increase reflective of COLA
Engineering/Technical Resource Staff	\$75	\$77	Increase reflective of COLA
Specialists – IT, GIS, Biologist/Ecologist	\$65	\$67	Increase reflective of COLA
Administration/Technicians	\$50	\$52	Increase reflective of COLA
Conservation Lands			
Group rates for property usage (<50 ppl)	\$250	\$258	These rates do not include closure of property
Group rates for property usage (>50 ppl)	\$450	\$464	These rates do not include closure of property
Special Event rates Requiring Closure of Gathering Area within Property (Weekend)	\$2000	\$2060	These rates will not include any special accommodations (delivery of picnic tables, garbage service, etc.) or additional staffing
Special Event rates Requiring Closure of Gathering Area within Property (Weekday)	\$1500	\$1545	These rates will not include any special accommodations (delivery of picnic tables, garbage service, etc.) or additional staffing
Frink Center	\$150/day	\$154/day	OR \$75 /half day or evening; subject to CAO approval based on number of visitors
Depot Lakes Office Building	\$150/day	\$154/day	OR \$75 /half day or evening; subject to CAO approval based on number of visitors
Main Office Boardroom	\$150/day	\$154/day	OR \$75 /half day or evening; subject to CAO approval based on number of visitors
Annual Access Pass	\$60	\$62	Increase reflective of COLA and Market/Demand
Daily Access Pass – Little Bluff	\$15	\$15	Annual Passes will be accepted



Daily Access – All CA’s (except Little Bluff) – regular passenger vehicle	\$6	\$6	
Daily Access – All CA’s (except Little Bluff) – Other types of vehicles	\$12	\$12	Buses, vehicles with trailers (i.e., horse trailers, boat trailers, canoe racks, etc.)
DEPOT LAKES CAMPGROUND			
Seasonal Sites (annual rate)			
Waterfront Site	\$2000	\$2060	COLA
Non-waterfront Site	\$1500	\$1545	COLA
Interior Sites (weekly rates)			
May and June	\$270	\$50	Changing program – nightly rates now
July and August	\$378	\$50	Changing program – nightly rates now
September and October	\$270	\$50	Changing program – nightly rates now
Hunting Leases			
Cost per Acre	\$3.50	\$3.60	COLA
Administrative Services			
Shipping and Handling	\$15.00	\$15.45	Increase reflects cost to deliver service
NFS Cheques	\$50.00	\$50.52	Increase reflects cost to deliver service
Printing – all printing and sizes	CR	CR	CR – Cost Recovery to deliver the service
Mileage (per km)	.61 cents	.66 cents	Government rate set in January
Freedom of Information Requests	\$5.00	\$5.00	CR – Cost Recovery for document retrieval
Project Fees	15%	18%	More realistic amount for administration costs



SCHEDULE 3 Monitoring, Stewardship and Education Service Fees

Fee Type	2023 Fees	PROPOSED 2024 Fee	Notes
Tree Seedlings and Shrubs			
Conifer Stock	1.10	1.13	Sold in bundles of 10 or 25 (minimum order of 100 total trees); COLA
Deciduous Stock	1.50-2.00	1.54-2.06	Sold in bundles of 10 or 25 (minimum order of 100 total trees); COLA
Shoreline Planting Kits (QC provides a stewardship site visit and customized planting plan)	Minimum fee of \$425	Minimum fee of \$438	A kit is a minimum of 50 plants and is subsidized by grants. Kit price may exceed \$425 in 2023 pending grants received. COLA
Shoreline Planting Services	\$7/plant + 0.66/km	\$7.21/plant + 0.67/km	Landowners can hire QC to have their shoreline kit planted; COLA on KM
Large Scale Tree Planting Program (heavily subsidized for 2023 through grants)	\$0.30 to \$0.50 per tree for landowner	\$0.31 to \$0.51 per tree for landowner	Large scale tree planting program is subsidized by Forest Ontario Grants as well as other grants and sponsors. Landowner fee will vary depending on subsidies acquired
Education/Outreach			
In-school Watershed Workshop	No Cost	No Cost	40-minute curriculum-connected watershed workshops K-8
Outdoor Education Programs K-12	\$8-\$14 per student	\$8.24-\$14.42 per student	We charge for outdoor programs at a rate of \$8 per student for half day programs (or min \$160) and \$14 per student for full day programs (or min fee of \$280 for full day programs).



Stream of Dreams School Water Edu Program	\$3/student	\$3/student	Minimum fee of \$300
Aquatic Science Equipment Rental (Daily Rates)			
AbraScan	\$6	\$6.18	Increase reflective of COLA
Backpack Electrofishing Unit	\$162	\$167	Increase reflective of COLA
Benthic Gear	\$22	\$22.06	Increase reflective of COLA
Electrofishing Boat	\$325	\$335	Increase reflective of COLA
Boat Stanley	\$220	\$227	Increase reflective of COLA
Canoe	\$8	\$8.24	Increase reflective of COLA
Flow Tracker	\$22	\$22.66	Increase reflective of COLA
GPS Unit	\$22	\$22.66	Increase reflective of COLA
John Boat	\$22	\$22.66	Increase reflective of COLA
Kayak	\$8	\$8.24	Increase reflective of COLA
Larval Net	\$54	\$56	Increase reflective of COLA
Passive Netting Gear	\$108	\$111	Increase reflective of COLA
Pygmy Meter	\$22	\$22.66	Increase reflective of COLA
YSI Multimeter	\$22	\$22.66	Increase reflective of COLA
PGMN Workbook	\$11	\$11.33	Increase reflective of COLA
PGMN Generator	\$22	\$22.66	Increase reflective of COLA
Water Quality Monitoring			
Provincial Water Quality Monitoring Network in the Moira Region (per event - monthly)	\$1390	\$1432	QC performs this monitoring once per month at 13 stations; Increase reflective of COLA
Provincial Water Quality Monitoring Network in the Napanee Region (per event - monthly)	\$561	\$746	QC performs this monitoring once per month at 3 stations; Increase reflective of COLA
Provincial Water Quality Monitoring Network in Prince Edward County (per event - monthly)	\$1100	\$1133	QC performs this monitoring once per month at 12 stations; Increase reflective of COLA



Provincial Groundwater Monitoring Network (average cost per well per visit)	\$992	\$1022	QC has 23 wells as part of the provincial program, increase reflective of COLA
Ontario Benthos Bio-monitoring Network (average cost per station per visit)	\$340	\$350	QC samples 47 stations to ensure water quality changes can be tracked; Increase reflective of COLA
Baseflow (average cost per day)	\$648	\$667	QC samples at multiple locations throughout a given sub-watershed that are completed in a single day; Increase reflective of COLA



Quinte
CONSERVATION



2023

CAPITAL ASSET MANAGEMENT PLAN

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Executive Summary

Quinte Conservation's Capital Asset Management Plan (AMP) outlines the strategic approach to effectively manage and maintain the organization's physical assets. The plan aims to optimize asset performance, ensure long-term sustainability, and support Quinte Conservation's mission of preserving and restoring the natural environment. By implementing best practices in asset management, Quinte Conservation will enhance operational efficiency, reduce lifecycle costs, and maximize the value of its assets.



Introduction

1.1 Purpose

Conservation Authorities are responsible for the management of a diverse range of capital assets. In addition to significant land holdings, there are many other major classes of tangible capital assets (TCA) that support basic authority services related to conservation, restoration, development, and management of natural resources.

Figure 1 illustrates this diversity of TCA. The purpose of this AMP is to establish a comprehensive framework for the management and maintenance of Quinte Conservation's assets. It aims to prioritize investments, assess risks, and ensure the efficient utilization of resources to deliver sustainable environmental stewardship.



1.2 Background & Scope

This plan encompasses the management of tangible assets such as buildings, infrastructure, equipment, vehicles, and natural areas. It also includes intangible assets such as data and information systems necessary for effective asset management.

Quinte Conservation's (QC) infrastructure is aging while demand for better public services is growing in response to higher standards of safety, health, environmental protection, and growth. In 2009, standards within the Public Sector Accounting Board (PSAB) were amended and requires Conservation Authorities to report on our tangible capital assets in our Audited Financial Statements. QC has followed this direction since the implementation to ensure compliance. Under the new standards, the full cost of acquisition or construction of an asset is no longer recognized as an expenditure in the year in which it occurs. Instead, the cost of the asset is spread over the asset's estimated useful life as an amortization expense.

To comply with the standards in 2009, QC gathered information on the assets they owned, and created a database to track current assets and assets purchased in subsequent years. This information was used primarily as part of the audit process. This database provides the foundation for improving asset management practices at QC. The information required to be PSAB compliant was primarily backward looking. It considered historical cost (or reasonable estimates where necessary), annual amortization, accumulated amortization, and the resultant current net book value of assets. Looking forward, this AMP will take the PSAB information and introduce life expectancy based on actual asset condition, expected rates of deterioration, future required service levels, and estimated future replacement costs.

Although this is a new practice for QC, the development of an AMP is an essential part of QC's ongoing fiscal responsibility framework. It will guide the purchase, use, maintenance, and disposal of every asset QC needs to conduct business. The goal of every AMP is to define the use of assets in efforts to streamline productivity and delivery with minimal loss of capital.

The AMP will support QC's budgeting, planning, and forecasting processes and inevitably improve transparency, efficiency, and collaboration between user groups. The plan will improve and enhance data quality and reliability. This plan seeks to identify what we have, what condition it is in, and what the anticipated needs are to maintain our infrastructure as we move forward. It will also discuss estimates regarding future needs both from the perspective of preserving existing infrastructure and anticipated future new asset acquisitions and capacity enhancements.

The AMP was coordinated and developed with input from staff of several departments within QC regarding their applicable assets. A determination was made of which assets need to be managed and replaced based on an estimated life cycle of 5, 10, 15, 20, 30 or 40-years depending on the asset classification.

For dam infrastructure the life cycle was estimated at a 40-year cycle. In 2019, QC commissioned a consulting firm to focus on the Water and Erosion Control Infrastructure Assets held by QC. Maintenance forecasts for the water management infrastructure assets was forecasted over a 10-year cycle in efforts to improve the safety and reliability of these 40 structures. QC recognizes the significance of these assets and through the support of the Board of Directors and our benefitting municipalities, a 10-year capital plan was approved and includes annual contributions by way of a special levy to be held in reserve accounts for major capital works to ensure our dams and weirs are maintained. The water management infrastructure asset management plan will be phased into the AMP at a later date.

Asset Inventory and Condition Assessment

2.1 Information Technology Infrastructure

QC has a heavy operational dependency on Information Technology (IT) and Information Management (IM), including wide and local area networks, application and database servers, intranet, internet, public facing web assets and webservers, telecommunications, personal computers, and email. The potential loss of operational control of essential services and impact on stakeholders (e.g., clients or personnel) that may occur in the event of an interruption to IT/IM services, necessitates the need for continued preparation, implementation, and maintenance of a comprehensive IT/IM business continuity strategy.

Currently, QC maintains a network utilizing hypervisor technology to deliver the high availability of day-to-day operations. Several virtual machines run the following primary applications: MS Server and Active Directory, database servers, file servers, watershed monitoring applications, enterprise content management systems, accounting systems, GIS, and webservers. These servers, coupled with various network hardware components (e.g., routers, switches, and network storage) and other cloud-based SaaS (Software as a Service) resources are critical to the daily operations of QC and play a vital role in key program areas such as flood forecasting and warning.

2.1.1 Network Infrastructure Replacement Initiative

To maintain the high standards and availability of QC's network infrastructure, critical components must be replaced within the predicted lifespan of the hardware. The initiative will see the renewal of infrastructure actively planned and renewed on a regular basis to ensure QC is on pace to meet the needs of its users and clients. The set schedule of renewal will ensure continually sustainable work environments that are free from disruption and failure. The risks associated with not renewing network infrastructure include, but are not limited to:

- Unplanned downtime leading to disruption of QC business;
- Unplanned expenses related to unexpected server, switch, and storage renewal;
- Loss of data;
- Increased negative perception of technology due to aging infrastructure;
- Unplanned loss and ability to respond in emergency situations;
- Potential loss of ability to communicate with partners during critical emergencies;

2.1.2 Cybersecurity Initiative

Not to be overlooked, the implementation of an effective cybersecurity program at QC is a crucial component in protecting IT/IM resources from damaging digital attacks and costly data recovery efforts. With an ever-increasing dependency on digital resources and the constant threat of new and evolving attack vectors, it is imperative that QC maintains an exceptional and proactive approach to cybersecurity management. Consequently, QC should protect IT/IM infrastructure through:

- Conducting routine cybersecurity training/campaign programs with staff to reduce the risk associated with human error.
- Routinely assessing the effectiveness of chosen detection and response platforms (upgrading as necessary)
- Ensuring network security best practices are implemented, routinely reviewed, and amended as required.



2.1.3 Server Room Maintenance Initiative

To maintain the business continuity of QC's network infrastructure and communication systems, the maintenance and repairs to the server room location needs to be reviewed on an annual basis. The maintenance and repairs include the following:

- Cooling systems renewal for server room;
- Back-up power systems renewal for main office

When a server room is not maintained correctly it presents significant risk related to:

- Early failure of equipment due to inadequate cooling;
- Disruption of service or loss of data due to power failures for power conditioning;
- Exposure to liability for inadequate record retention if servers damaged;

The maintenance of these systems will ensure the longevity of the hardware and ensure sustainability and high tolerance. QC has budgeted for the replacement of cooling systems after 10 years and the battery back-ups every 5 years.



2.1.4 Workstation Replacement Initiative

QC has recognized a need to budget the replacement of workstations to maintain business continuity. The initiative will see the renewal of workstations actively planned and executed on an annual basis. The set schedule of renewal will ensure a continually sustainable work environment that is free from disruption and failure. The risks associated with not renewing workstations include:

- Unplanned downtime leading to disruption of QC business;
- Unplanned expenses related to unexpected computer renewal;
- Loss of data;
- Increased negative perception of technology due to aging infrastructure.

Workstations have been budgeted for a five-year replacement cycle. The workstations required by users at QC are dedicated by their software and hardware requirements. Several resource intensive client-side applications are in use at QC including:

- GIS applications
- CAD applications
- Graphic design / photo and video editing applications
- Environmental modelling and statistical applications

Users whose primary job function is the intensive use of the above-mentioned application categories are referred to as “Technical Workstation Users”. Staff members who use the software on a periodic basis are referred to as “Business Advanced Users”. The remaining staff are considered “Business Standard Users” and do not use resource intensive client-side applications and predominantly rely on office or server-side applications.

2.1.5 Software requirements

- Technical Workstation Users
 - GIS applications; CAD applications; graphic design / photo and video editing applications; environmental modelling and statistical applications; office and server-side applications
 - Example users: GIS staff, communications staff.
 - Workstations will be extended core machines, those which have additional CPUs, RAM, and dedicated video cards.
- Business Advanced Users
 - CAD applications; environmental modelling and statistical applications; office and server-side applications
 - Example users: water resources staff, monitoring staff.
 - Workstations will be extended core machines, those which have additional CPUs and RAM.
- Business Standard Users
 - Office and server-side applications
 - Example users: administration, field operations staff, forestry staff, planning and regulations staff, meeting room computers, summer staff.
 - Workstations considered to be core machines, those which have average performance CPU and RAM allocations.

This strategy has a phased approach since workstation requirements from various groups cannot be completely fulfilled at present time. Workstations coming out of full-time staff use are to be set aside for students and employment programs, as required.

Each of these classes requires the maintenance of a battery backup system at the workstation location. These battery backup systems are intended to provide the user time to save and shut down the computer in the event of a power outage and provide limited power during a brownout or power “Flicker”. These battery backup systems are considered part of each of these desktop computer systems and are therefore included in the replacement costs moving forward with the strategy.

2.1.6 Phone System Replacement Initiative

The current phone system includes both a Private Branch Exchange (PBX) desk top phone set as well as mobile devices for many staff. The mobile devices form part of QC’s essential communication plan. Currently, the mobile phone package includes 30 devices ranging from 2017 – 2023. The PBX system is approximately 10 years old and no longer compatible with QC’s automated system for some features. The aging infrastructure will cause higher likelihood of service disruption. The risks associated with not keeping the phone system current include:

- Unplanned downtime leading to a disruption in service and administration of QC functions;
- Unplanned loss and ability to respond in emergency situations;
- Unplanned expenses related to unexpected equipment failure;
- Loss of voicemail data;
- Increased negative perception of technology due to aging equipment.

Mobile devices are budgeted for a 5-year life cycle. The PBX system is budgeted for a 15-year life cycle.

2.1.7 Standard Office Equipment

Quinte Conservation has a variety of office equipment required to perform administrative duties. This equipment includes copiers, printers, a wide-format plotter/scanner, and a variety of audio/visual equipment (board room TV, meeting room monitors, postage meter, etc.). This type of equipment has a 10-year replacement schedule.

2023 Capital Asset Management Plan Asset Inventory and Condition Assessment

2.1.8 Information Technology Infrastructure Financial Implications

QC's core servers, storage network, computer and office equipment are in reasonably good condition while some of the remainder of our network infrastructure is in fair condition. The financial implications (estimated cost per year for the strategy described) to replace the aging infrastructure and to maintain licensing fees is described below.

2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
\$76,706	\$99,507	\$76,726	\$118,475	\$92,059	\$106,662	\$87,889	\$79,817	\$109,357	\$103,309

Annual Average
\$95,051

Some notes regarding the values include the following:

- CPI adjustments at 2.5% per year;
- Replacement costs not used (using acquisition costs for calculations) - in some cases, replacements are cheaper, in others, higher);
- Monitors not factored into PC replacements (their useful life tends to be significant, and replacement is infrequent);
- QC has many users with both desktop and laptop - business/cost savings strategy will be to move away from desktops and run 1 machine only for most users by 2030 (some exceptions to this exist);
- See appendices for a detailed list.

For budgeting purposes, the average 10-year capital cost of \$95,051 will be incorporated into the 2024 budget onwards as a capital expenditure. Any part of the budget that is unspent in the current year is to be carried forward and placed in a reserve account to ensure QC has the necessary funds to support the annual costs of maintaining the Information Technology infrastructure throughout QC.



2.2 Vehicles

QC owns and maintains a small fleet of vehicles to deliver various programs and services. QC's current fleet includes 14 vehicles used for monitoring, forestry operations, dam operations and inspections, regulations and planning, stewardship, and a variety of other corporate services such as attending meetings and general uses. Some of these vehicles are used to carry and trailer equipment including boats, canoes, surveying equipment, generators, pumps, sampling equipment, electro-fishing equipment and specialized dam operation gear. During peak months, vehicles are fully utilized, and staff are occasionally required to use personal vehicles as necessary.

All Terrain Vehicles (ATV) and trailers that are used in conjunction with our vehicles are also included in the vehicle section of the Asset Management Plan. ATVs are used to access remote locations within QC's jurisdiction to perform dam operations and inspections as well as forestry operations.

The Forwarder is a specialized piece of equipment used in several different program areas. As an example, staff would utilize it to perform operations and maintenance of booms at our water control structures, hazardous tree and log removal as part of our conservation area maintenance program and for forestry operations.

Some notes regarding the values include the following:

- CPI adjustment at 2.5 % per year on the annual summary value (not applied to each individual asset);
- All replacements costs used in the plan are estimates based on a value range from Autotrader in July 2023;
- All current values have been reduced by 5% each year following 2024;
- See appendices for a detailed list.

The following table shows the vehicle fleet, acquisition date and estimated 2023 value:

Description	Acquisition Year	Current Value
2008 Dodge Ram	2008	\$6,500
2008 Ford 3 Ton (Dump)	2008	\$20,000
2008 Ford F150	2008	\$7,000
2011 Chevy Silverado	2011	\$12,995
2012 Dodge Caravan	2014	\$2,000
2012 Dodge Ram	2012	\$14,000
2012 Honda Civic	2012	\$5,000
2014 Jeep Cherokee	2014	\$9,000
2015 Dodge Caravan	2015	\$7,000
2016 Ford F150	2016	\$15,000
2017 Ford Focus (Electric)	2017	\$14,000
2022 GMC - Lease (\$900/month)	2022	N/A
2022 Chevy - Lease (\$900/month)	2022	N/A
2022 Chevy - Lease (\$900/month)	2022	N/A
Flatbed Trailer	2000	\$2,000
ATV Trailer	2000	\$2,000
Forwarder (logging and dam operations)	2000	\$5,000
ATV x4	2015 - 2018	\$4,500

2023 Capital Asset Management Plan Asset Inventory and Condition Assessment

The risks associated with not replacing QC's vehicle fleet include:

- High maintenance and repair costs;
- Health and Safety concerns;
- Liability concerns;
- Disruption in services.

2.2.1 Vehicle Financial Implications

QC's fleet of vehicles is in fair condition but requires some immediate investment. Vehicle ages range from new (3 newly leased vehicles in 2022) to several vehicles beyond their life expectancy of 15-20 years (depending on asset). The financial implications to bring the vehicle fleet to meet operational needs is as follows:

2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
\$58,350	\$60,629	\$83,689	\$90,085	\$94,600	\$47,588	\$68,540	\$88,713	\$32,760	\$23,888

Annual Average
\$64,884

For budgeting purposes, the average 10-year capital cost of \$64,884 will be incorporated into the 2024 budget onwards as a capital expenditure. Any part of the budget that is unspent in the current year is to be carried forward and placed in a reserve account to ensure QC has the necessary funds to support the annual costs of the Vehicle fleet.



2.3 Facilities and Conservation Areas

QC maintains lands and infrastructure throughout the entire watershed. In total, QC owns and manages approximately 30,000 acres of land. There are several buildings located on QC properties that all require general upkeep and maintenance to ensure they remain safe and in good standing. Some of these building assets remain locked or are rented to external agencies. QC's main administrative building is located at Potters Creek Conservation Area in Quinte West with the primary location for Field Operations staff and equipment being located at the Vanderwater Conservation Area. Other locations that have infrastructure and buildings include the Frink Centre, Depot Lakes, O'Hara Mill and Macaulay Mountain properties. The O'Hara Mill property is primarily maintained by a volunteer association and has not been included with this plan because the group is responsible for all assets located on the property.

A legacy building and workshop remain at the Macaulay Mountain Conservation Area. These buildings were the former Prince Edward Region main office and are no longer used by Quinte Conservation. Currently the location is leased to a cadet group. Signage, walkways, trails, bridges, parking lots, gates, picnic shelters and tables are some of the features located at our twelve conservation areas that form our destination sites in accordance with the QC Lands Committee recommendations and QC Board approval.

The following Facilities and Conservation Areas will require capital improvements over the next 10 years and include the following generalized items:

- Beaver Meadow Conservation Area - parking lot and access improvements, picnic tables, signage, trail improvements;
- Deerrock Lake Access – building upgrades, boat launch improvements, washroom facility upgrades (privy);
- Depot Lakes Conservation Area – accessibility improvements, trail network and bridge maintenance, gate system and maintenance, parking lot, picnic shelter, picnic tables, washroom maintenance, signage, building maintenance including flooring, roof, washroom, septic, windows;
- Frink Centre Conservation Area – boardwalk replacement, gate, parking lot, pavilion (roof, painting, etc.), picnic tables, washrooms, signage, trail maintenance and upgrades;
- Little Bluff Conservation Area – fencing, gate maintenance; parking and access, picnic shelter, picnic tables, washrooms, signage, trail maintenance and upgrades;
- Macaulay Mountain Conservation Area - building and workshop demolition, gate system and maintenance, parking lot and access improvements, picnic shelter, picnic tables, washrooms, signage, trail maintenance and upgrades;
- Potters Creek Conservation Area and Administrative Building – appliance replacement, lunchroom upgrades, cooling system, heating system, back-up generator replacement, board room upgrades to audio visual, tables and chairs, exterior and interior upkeep, office roof, sewage system, storage facility maintenance, pavilion upgrades to exterior and interior; pavilion roof, general access Improvements, Other properties abandoned water wells on QC land, legal surveys for land holdings, gate system and maintenance, parking lot and access improvements, picnic shelter, picnic tables, washrooms, signage, trail maintenance and upgrades;
- Massassauga Point Conservation Area – fencing, gate system and maintenance, parking lot and access improvements, picnic shelter, picnic tables, washrooms, signage, trail maintenance and upgrades;
- Sheffield Conservation Area - parking lot and access improvements, picnic shelter, picnic tables, washrooms, signage, trail maintenance and upgrades;
- Sidney Conservation Area - parking lot and access improvements, picnic shelter, picnic tables, washrooms, signage, trail maintenance and upgrades;
- Vanderwater Conservation Area - gate system upgrade and maintenance, parking lot and access improvements, picnic shelter, picnic tables, washrooms, signage, trail maintenance and upgrades, concrete repairs to building, building maintenance, washroom upgrades and sewage system, heating, and cooling system replacement.

The risks associated with not maintaining and upgrading our facilities and conservation areas include:

- Loss of revenue;
- Disruption of services;
- Increased maintenance and repair costs;
- Health and safety concerns for staff and the public.

2023 Capital Asset Management Plan Asset Inventory and Condition Assessment

2.3.1 Facilities and Conservation Areas Financial Implications

QC facilities and conservation areas are in fair to good condition, and QC must continue to meet health and safety standards as well as provide the public the necessary facilities to enjoy these destination properties. The financial implications to ensure QC facilities and conservation areas meet requirements are as follows:

2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
\$110,500	\$110,700	\$105,000	\$110,188	\$100,650	\$106,875	\$112,700	\$109,863	\$97,200	\$103,206

Annual Average
\$106,688

Some notes regarding the annual values include the following:

- CPI adjustment at 2.5 % per year on the annual summary value (not applied to each individual value);
- Pricing is estimated based on current available information;
- Any investment in our assets made prior to 2023 has been included within our schedules (i.e., new storage facility, some gate systems) but not included as an annual cost;
- See appendices for a detailed list.

For budgeting purposes, the average 10-year capital cost of \$106,688 will be incorporated into the 2024 budget onwards as a capital expenditure. Any part of the budget that is unspent in the current year is to be carried forward and placed in a reserve account to ensure the necessary funds required to support the annual costs of QC's facilities and conservation areas.





2.4 Flood Forecasting and Warning and Watershed Monitoring Equipment

QC owns and manages 30,000 acres of land, 43 water control structures, a hydro-electric facility, campground, office buildings and 12 destination areas. With this comes the need to have lots of different equipment including power tools, boats, tractors, trailers etc. QC field staff require a tractor with various attachments for everyday maintenance work. QC relies on landscaping equipment to complete general maintenance around conservation areas. QC's extensive trail network is maintained with the same equipment as well as groomers for cross country skiing. Staff require chainsaws, brush saws, pole saws, and other equipment to assist in dam operations, trail maintenance, hazard tree removal, snow removal and more.

All this equipment is considered a necessity for Quinte Conservation to conduct business.

2.4.1 Flood Forecasting and Warning

QC owns and operates a variety of monitoring stations to collect weather and hydrologic data that is used in flood and drought monitoring as well as supporting other programs (e.g., watershed planning, climate change, Bay of Quinte, Provincial Groundwater Monitoring Network, Provincial Water Quality Monitoring Network, etc.). QC also relies on Environment Canada's hydrometric network stations where some QC owned sensors such as rain gauges, air and water temperature probes, soil probes, snow depth sensors, etc. have been installed. In addition, QC has groundwater sampling locations where the sites are operated and maintained by QC, but the equipment is owned by the province.

The equipment that QC owns and relies on for timely flood and drought monitoring must be maintained to a high standard to ensure data accuracy. Most monitoring stations consist of data loggers, sensors, solar panels, and some have equipment shelters.

A full list of QC's networks of gauge stations and equipment can be found in the appendix. Some equipment is essential to the Flood Forecasting and Warning program as well as the drought preparedness program. This equipment must be maintained to a high standard. In the past, QC has often accepted generous donations of equipment from Environment, Climate Change Canada (ECCC), the Ministry of Natural Resources and Forestry (MNRF) and Ministry of Environment, Conservation and Parks (MECP) such as data loggers, rain gauges, lake level gauges, etc. Having the ability to receive these types of donations is a tremendous help in upgrading our hydrometric monitoring network, however they cannot be expected on a continuous basis. If QC's equipment and network are at risk of falling due to lack of maintenance/replacement, QC risks losing important data, dealing with more difficult repairs, increased costs associated with repairs and a loss of credibility with the public because QC will not be able to provide accurate and up to date information during emergencies.

2.4.2 Watershed Planning and Monitoring Equipment

QC has an extensive watershed monitoring program to meet not only the provincial requirements set out in the Conservation Authorities Act but also to demonstrate the health and well being of our natural resources within the Quinte region. QC's team examines the biological, physical, and chemical components of the watershed including surface water, groundwater, aquatic, wildlife, wetland, and terrestrial components. The monitoring programs provide important information used by QC staff, and many watershed stakeholders including our municipal partners and other government agencies, developers, consultants, academia, ENGO's and residents. Overall watershed health is evaluated as well as assessment of important indicators and components of the watershed. The data and information collected provide point in time information and identifies trends and change over time in watershed health. The work QC completes as part of their robust monitoring network not only informs QC's management programs but also informs federal and provincial programs including species at risk, forest bird inventories, Great Lakes Wetland Health, provincial biodiversity programs, and Ontario invasive species programs. The information collected through some of the monitoring programs is submitted to provincial and federal databases in accordance with agreements, collection permits and licences.

To carry out the various monitoring programs, a variety of equipment is necessary. This equipment includes highly specialized items such as boats, electrofisher, water chemistry meters, safety gear, scales, and many other important items.

2.4.3 Financial Implications of Flood Forecasting and Warning and Watershed Monitoring Equipment

Having reliable equipment is essential to being able to deliver QC's programs and services. Equipment is shared amongst all departments and program areas to ensure QC maximizes the value of our equipment and reduces the financial burden on QC. Our inventory of equipment has a variety of life expectancies with most items ranging from a 2-year to 20-year life expectancy. Some of the more expensive assets such as boats, motors, tractors, etc. are rated on a 30-year life expectancy.

The risk associated with not replacing equipment include:

- Unreliable or lost data;
- High maintenance and repair costs;
- Disruption of service to residents and visitors;
- Increased maintenance and repair costs;
- Health and safety concern for public and staff;
- Liability concerns.

The financial implications are as follows:

2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
\$77,201	\$81,181	\$80,806	\$84,572	\$84,281	\$88,134	\$87,932	\$91,877	\$91,768	\$93,759

Annual Average
\$86,151

For budgeting purposes, the average replacement cost of \$86,151 will be incorporated into the 2024 budget onwards as a capital expense. This value includes a CPI adjustment over 10 years at a rate of 2.5% annually. Any part of the budget that is unspent in the current year is to be carried forward and placed in a reserve account to ensure we have the necessary funds to support the annual costs of Quinte Conservations equipment. See appendices for a detailed list.



2.5 Water Management Infrastructure

Quinte Conservation owns, operates, and/or maintains 43 water management structures throughout the watershed. These structures range from historical remnants of an once functioning dam to seasonal weirs to large flood control structures. In 2018, Quinte Conservation contracted D.M. Wills Associates Ltd. to complete a Water Control Structure Condition Assessment. The purpose of the assessment focused on determining the priority capital projects for the next 10 years. As part of the work, each structure was inspected, and recommendations were provided. The recommendations focused on how to properly maintain the structure to ensure safe operation, public safety, and longevity.

In 2021, the Quinte Conservation Executive Board approved a motion (QC-021-079) directing staff to contact each of our municipal partners regarding the 10-year plan to allow each municipality benefitting from the water management structures to financially plan for capital maintenance into 2032.

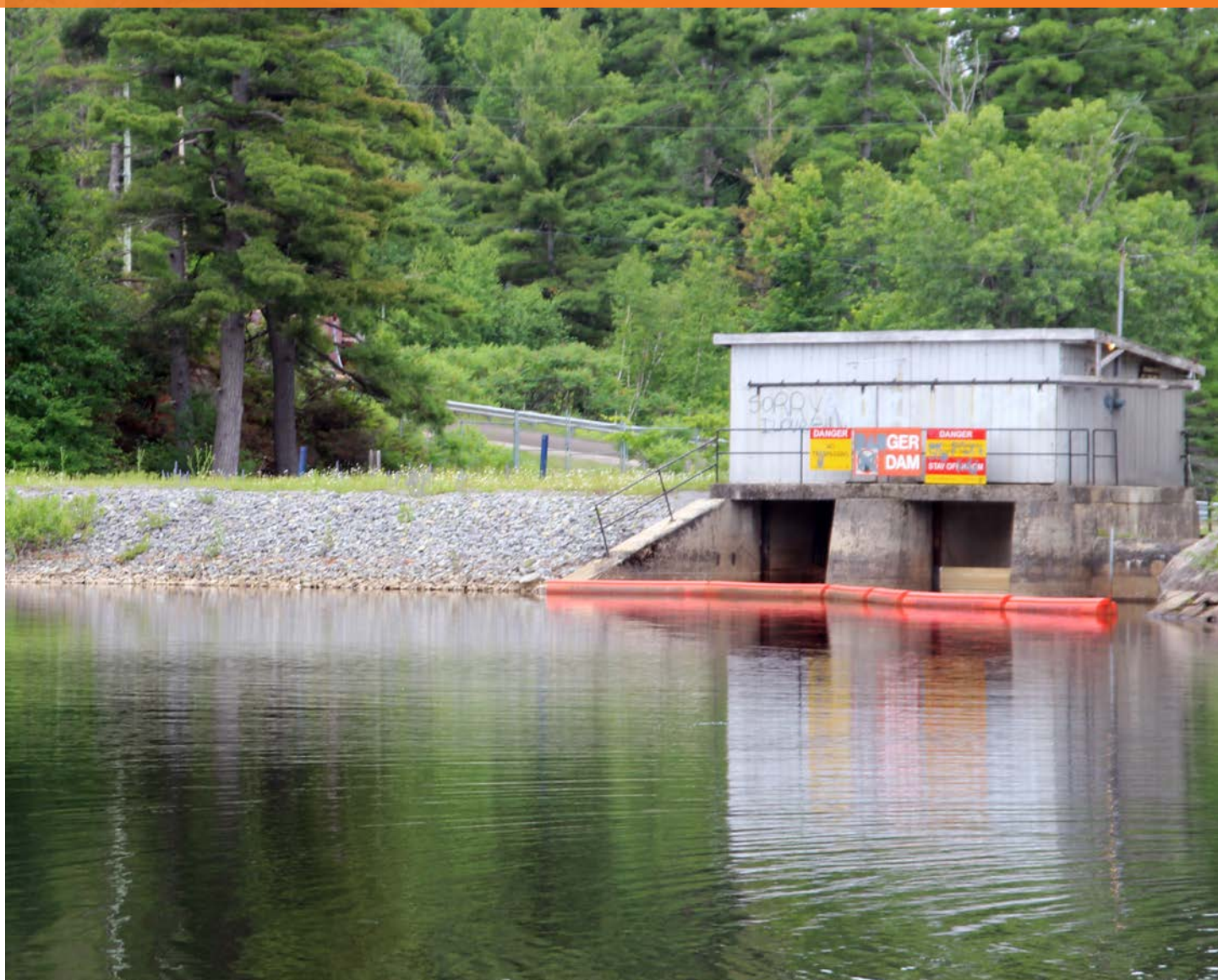
Although the Water Management Infrastructure already has an approved capital asset management plan and payment schedule, it is important to recognize this plan as part of QC's overall Asset Management Plan. QC will also continue to keep the Water Management Infrastructure Plan as a separate special levy budget item because of the complexity around which municipalities are benefitting from each structure.

QC prepared this 10-year plan showing the cost increasing for the initial five years. The payment schedule started in 2022 on an annual basis by the benefitting municipalities and the funds are held in a reserve account specific for water management infrastructure capital maintenance.

The following list of dams and weirs are part of the water management infrastructure asset management plan and form an integral part of QC business:

2023 Capital Asset Management Plan Asset Inventory and Condition Assessment

Water Control Infrastructure	Main Function	Secondary Function
Arthur Holgate Dam	Ice Control Dam	Flood & Erosion Control
Belleville Yardmen Dam	Ice Control Dam	Flood & Erosion Control
Catons Weir	Recreational (Stoco Lake)	
Chapman's Weir	Recreational (Stoco Lake)	
Deerrock Lake Dam	Flood & Erosion Control	Low Flow Augmentation
Deloro Dam	Water supply for Deloro Mine	
Downey's Weir	Recreational (Moirra Lake)	
Flinton Dam	Recreational and Water Supply	
George & Lois Wishart Dam	Ice Control Dam	Flood & Erosion Control
Harry Mulhall Dam	Ice Control Dam	Flood & Erosion Control
Lingham Lake Dam	Flood & Erosion Control	Low Flow Augmentation
Lott Dam	Ice Control Dam	Flood & Erosion Control
McLeod Dam	Hydro Electric Generation	Flood & Erosion Control
O'Hara Mill Dam	Recreational/Historic	
Skootamatta Lake Dam	Flood & Erosion Control	Recreation; Low Flow Augmentation
13 Island Lake	Recreation	Low Flow Augmentation
2nd Depot Lake	Flood & Erosion Control	
3rd Depot Lake	Flood & Erosion Control	
Bellrock Main Dam	Fire supply	Recreation
Bellrock Mill Dam	Recreational/Historic	
Breeze Dam	Flood & Erosion Control	
Colebrook Dam	Flood & Erosion Control	
Dead Creek Dam	Conservation/Wetland Preservation	
Hardwood Creek Dam	Historical	
James Lazier Dam	Flood & Erosion Control	
Kingsford Weir	Recreation - No longer installed	
Laraby Rapids Dam	Low Flow Augmentation	Recreation
Lower Arden Dam	Recreation	
Middle Arden Dam	Recreation	
Newburgh Weir	Fire supply	Recreation- no longer installed
Springside Park Dam	Municipal water intake	Recreation
Upper Arden Dam	Low Flow Augmentation	Recreation
Varty Lake Dam	Recreation	
Woods Dam	Historical/Recreation	
Beaver Meadow Dam	Conservation/Wetland Preservation	Recreation
Bloomfield Dam	Flood & Erosion Control	CWP/Recreation
Consecon Mill Dam	Flood & Erosion Control	Fire supply/LFA/Recreation
Demorestville Dam	Flood & Erosion Control	Fire supply
Harry Smith Dam	Conservation/Wetland Preservation	Recreation
Macaulay Mountain Dam	Flood & Erosion Control	Recreation
Milford Dam	Flood & Erosion Control	Fire supply/Recreation
Roblin Lake Dam	Low Flow Augmentation	Recreation
Whitney Dam	Flood & Erosion Control	LFA



2.5.1 Financial Implications of the Water Management Infrastructure

The risk associated with not replacing or maintaining our water control infrastructure include:

- Disruption of service to residents and visitors;
- Increased maintenance and repair costs;
- Health and safety concern for public and staff;
- Liability concerns;
- Risk to life and property.

The financial implications are as follows:

2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
\$202,819	\$338,032	\$473,245	\$608,458	\$743,671	\$878,884	\$878,884	\$878,884	\$878,884	\$878,884

For budgeting purposes, the approved payment schedule for the Water Management Capital Plan will continue to be billed separately on an annual basis to the benefitting municipalities.

Conclusion

3.0 Conclusion

QC's Asset Management Plan outlines a comprehensive approach to sustainably manage and maintain its physical and intangible assets. By prioritizing asset performance, risk management, and resource optimization, QC will enhance its operational efficiency, minimize lifecycle costs, and ensure the long-term sustainability of its environmental resources. Through continuous improvement and effective asset management practices, QC will continue to fulfill its vision of advancing watershed knowledge and collective actions to strengthen our natural ecosystems.

QC's historical approach has been "reactive" to situations. This approach is problematic when a problem or need arises, QC requests funding from partner municipalities with little to no ability to plan for said funding nor time to apply for matching grant dollars. This plan not only creates a solid foundation for planning the future of QC but also allows QC to access provincial, federal, and private grants that occasionally become available.

The following is a summary table of the annual costs associated with the AMP that will be billed annually to our 18 member municipalities. An important note is that this is not additional financial support but reflects a similar dollar amount that was historically included in our operating budget. We have simply reorganized our budget so that it clearly accounts for capital expenditures. The total cost will be billed in accordance with the Current Value Assessment modified to the watershed boundary. This method is consistent with the way our operating budget is distributed. The values shown below exclude the Water Infrastructure Capital Asset Management information that was approved in 2020.

Asset Class	IT and IMS	Facilities and Lands	Vehicles	Flood Forecasting and Warning and Watershed Monitoring Equipment
Annual Cost	\$95,051	\$106,688	\$64,884	\$86,151
Total Cost	\$352,774			



Appendices

4.1 Information Technology Infrastructure

Request Program	AS&M ID	Description	Life Expectancy	Acquisition Year	Age Current	Replacement Year 1	Replacement Year 2	Replacement Year 3	Acquisition Cost	Replacement Cost	Year Prior	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
	ITAM-C001	Desktop	5	2020	4	2023	2029	2035	960	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C002	Laptop	5	2019	5	2024	2030	2036	180	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C003	Desktop	5	2019	5	2024	2030	2036	180	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C004	Desktop	5	2020	3	2025	2031	2037	1010	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C005	Laptop	5	2017	6	2022	2028	2034	2500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C006	Laptop	5	2017	6	2022	2028	2034	2500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C007	Desktop	5	2018	5	2023	2029	2035	1200	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C008	Laptop	5	2019	4	2024	2030	2036	980	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C009	Laptop	5	2020	3	2025	2031	2037	1010	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C010	Desktop	5	2017	6	2022	2028	2034	940	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C011	Desktop	5	2017	6	2022	2028	2034	1000	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C012	Desktop	5	2017	6	2022	2028	2034	1000	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C013	Desktop	5	2017	6	2022	2028	2034	1000	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C014	Desktop	7	2013	10	2020	2027	2034	2500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C015	Tablet	7	2015	8	2022	2029	2036	1500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C016	Desktop	5	2018	5	2023	2029	2035	1100	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C017	Desktop	5	2017	6	2022	2028	2034	1000	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C018	Desktop	5	2017	6	2022	2028	2034	1000	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C019	Desktop	5	2017	6	2022	2028	2034	1000	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C020	Laptop	5	2020	3	2025	2031	2037	1120	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C021	Laptop	5	2019	4	2024	2030	2036	980	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C022	Laptop	5	2019	4	2024	2030	2036	980	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C023	Laptop	5	2019	4	2024	2030	2036	980	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C024	Desktop	5	2018	5	2023	2029	2035	1100	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C025	Desktop	5	2018	5	2023	2029	2035	1100	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C026	Desktop	5	2018	5	2023	2029	2035	1100	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C027	Desktop	5	2018	5	2023	2029	2035	1100	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C028	Desktop	5	2018	5	2023	2029	2035	1100	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C029	Desktop	5	2018	5	2023	2029	2035	1100	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C030	Desktop	5	2018	5	2023	2029	2035	1100	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C031	Desktop	5	2017	6	2022	2028	2034	800	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C032	Desktop	5	2017	6	2022	2028	2034	800	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C033	Desktop	5	2017	6	2022	2028	2034	800	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C034	Desktop	5	2019	4	2024	2030	2036	1000	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C035	Tablet	5	2019	4	2024	2030	2036	1000	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C036	Tablet	5	2019	4	2024	2030	2036	1000	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C037	Desktop	5	2014	9	2021	2028	2035	1500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C038	Tablet	7	2015	8	2022	2029	2036	1500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C039	Tablet	7	2015	8	2022	2029	2036	1500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C040	Tablet	7	2017	6	2022	2028	2034	1500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C041	Tablet	7	2017	6	2022	2028	2034	1500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C042	Tablet	7	2017	6	2022	2028	2034	1500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C043	Tablet	7	2017	6	2022	2028	2034	1500	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C044	Desktop	5	2018	5	2023	2029	2035	1010	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C045	Desktop	5	2019	4	2024	2030	2036	1010	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C046	Desktop	5	2019	4	2024	2030	2036	980	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C047	Laptop	5	2019	4	2024	2030	2036	980	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C048	Laptop	5	2019	4	2024	2030	2036	980	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C049	Laptop	5	2019	4	2024	2030	2036	980	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C050	Desktop	5	2020	3	2025	2031	2037	1010	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C051	Desktop	5	2020	3	2025	2031	2037	1010	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C052	Desktop	7	2020	3	2025	2031	2037	1770	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C053	Laptop	5	2021	2	2026	2032	2038	1380	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C054	Laptop	5	2021	2	2026	2032	2038	1380	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C055	Laptop	5	2020	3	2025	2031	2037	1120	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C056	Laptop	5	2021	2	2026	2032	2038	1380	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C057	Laptop	5	2021	2	2026	2032	2038	1380	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C058	Laptop	5	2021	2	2026	2032	2038	1380	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C059	Laptop	5	2021	2	2026	2032	2038	1380	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C060	Laptop	5	2021	2	2026	2032	2038	1380	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C061	Laptop	5	2022	1	2027	2033	2039	1400	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C062	Laptop	5	2022	1	2027	2033	2039	1400	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C063	Laptop	5	2022	1	2027	2033	2039	1400	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C064	Desktop	10	2022	1	2027	2033	2039	400	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C065	Desktop	10	2022	1	2027	2033	2039	400	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C066	Desktop	10	2022	1	2027	2033	2039	400	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C067	Desktop	5	2022	1	2027	2033	2039	1300	0	0	0	0	0	0	0	0	0	0	0	0
	ITAM-C068	Laptop	5	2023	0	2028	2034	2040	1400	0	0	0	0	0	0	0	0	0	0	0	0

\$ 72,310.00 \$ 1,242,000 \$ 14,890,000 \$ 9,200,000 \$ 131,460,000 \$ 10,200,000 \$ 11,200,000 \$ 14,890,000 \$ 15,790,000 \$ 10,760,000 \$ 7,200,000

4.3 Facilities and Conservation Areas

Description	Estimated Project Value	Prior Years Projects	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total	Average
			\$110,500	\$110,700	\$105,000	\$110,188	\$100,650	\$106,875	\$112,700	\$109,863	\$97,200	\$103,206		
Beaver Meadow CA - Picnic Tables/Washrooms/Signage	\$5,000												\$5,000	\$500
Beaver Meadow CA - Picnic Tables/Washrooms/Signage	\$2,000											\$2,000	\$2,000	\$200
Beaver Meadow CA - Trails	\$1,000		\$1,000										\$1,000	\$100
Deerock Building & Outhouse	\$5,000					\$5,000							\$5,000	\$500
Depot Lakes Accessibility	\$7,500		\$7,500										\$7,500	\$750
Depot Lakes CA - Bridge	\$10,000								\$10,000				\$10,000	\$1,000
Depot Lakes CA - Gate	\$40,000	\$40,000											\$0	\$0
Depot Lakes CA - Gate Maintenance	\$5,000		\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$5,000	\$500
Depot Lakes CA - Picnic Lot	\$10,000												\$10,000	\$1,000
Depot Lakes CA - Picnic Shelter	\$5,000												\$5,000	\$500
Depot Lakes CA - Picnic Tables/Washrooms/Signage	\$5,000												\$5,000	\$500
Depot Lakes CA - Trails	\$2,000		\$1,000										\$2,000	\$200
Depot Lakes Facility Improvement Business Plan	\$1,000							\$7,500					\$15,000	\$1,500
Depot Lakes Flooding	\$15,000					\$5,000							\$5,000	\$500
Depot Lakes Office	\$3,000		\$3,000										\$3,000	\$300
Depot Lakes Office Roof	\$10,000										\$10,000		\$10,000	\$1,000
Depot Lakes Washroom and septic	\$125,000	\$125,000											\$0	\$0
Depot Office Windows	\$20,000				\$20,000								\$20,000	\$2,000
Frank CA - Boardwalk (annual cost to build for replacement)	\$50,000			\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000	\$5,000
Frank CA - Gate	\$40,000	\$40,000											\$0	\$0
Frank CA - Parking Lot	\$25,000	\$25,000											\$0	\$0
Frank CA - Pavillion	\$100,000	\$100,000											\$0	\$0
Frank CA - Pavillion (roof, painting, etc.)	\$15,000	\$15,000				\$15,000							\$15,000	\$1,500
Frank CA - Picnic Tables/Washrooms/Signage	\$2,000		\$2,000										\$2,000	\$200
Frank CA - Trails	\$1,000			\$1,000									\$1,000	\$100
Little Bluff CA - Fencing	\$12,000	\$12,000											\$0	\$0
Little Bluff CA - Gate	\$40,000	\$40,000											\$0	\$0
Little Bluff CA - Gate Maintenance	\$5,000		\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$5,000	\$500
Little Bluff CA - Parking Lot	\$15,000							\$7,500	\$7,500				\$15,000	\$1,500
Little Bluff CA - Picnic Shelter	\$5,000												\$5,000	\$500
Little Bluff CA - Picnic Tables/Washrooms/Signage	\$2,000			\$2,000									\$2,000	\$200
Little Bluff CA - Trails	\$1,000					\$1,000							\$1,000	\$100
Macaulay Mountain - Building removal	\$40,000		\$40,000										\$40,000	\$4,000
Macaulay Mountain CA - Gate	\$40,000		\$40,000										\$40,000	\$4,000
Macaulay Mountain CA - Gate Maintenance	\$5,000		\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$5,000	\$500
Macaulay Mountain CA - Parking Lot and Entrance	\$40,000		\$20,000										\$40,000	\$4,000
Macaulay Mountain CA - Picnic Shelter	\$5,000					\$5,000							\$5,000	\$500
Macaulay Mountain CA - Picnic Tables/Washrooms/Signage	\$2,000					\$2,000							\$2,000	\$200
Macaulay Mountain CA - Trails	\$1,000					\$1,000							\$1,000	\$100
Main Office - Appliance/Lunch room	\$10,000			\$5,000	\$5,000	\$15,000			\$5,000	\$15,000			\$10,000	\$1,000
Main Office - Cooling/Heating/Back-up Generator	\$80,000			\$5,000	\$5,000	\$15,000		\$25,000	\$15,000	\$15,000		\$5,000	\$80,000	\$8,000
Main Office - Board Room Upgrades - Tables and Chairs	\$15,000			\$3,000	\$3,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000			\$15,000	\$1,500
Main Office - Exterior	\$15,000			\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$7,500		\$15,000	\$1,500
Main Office - Interior	\$15,000							\$7,500					\$15,000	\$1,500
Main Office - New Storage Facility	\$525,000	\$525,000											\$0	\$0
Main Office - Pavillion - Exterior	\$8,000						\$8,000						\$8,000	\$800
Main Office - Pavillion - roof	\$10,000					\$10,000							\$10,000	\$1,000
Main Office - Roof	\$30,000						\$10,000					\$30,000	\$30,000	\$3,000
Main Office - sewage system (peat replacement)	\$6,750											\$6,750	\$6,750	\$675
Main Office - General - Other Properties (Gates, access, etc.)	\$35,000		\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$35,000	\$3,500
Main Office - General - Access Improvements	\$100,000		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$100,000	\$10,000
Main Office - General - Abandoned water wells on QC lanc	\$15,000		\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$15,000	\$1,500
Main Office - General - Surveys	\$60,000		\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$60,000	\$6,000

2023 Capital Asset Management Plan Appendices

Description	Estimated Project Value	Prior Years Projects	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total	Average
Massasauga Point CA - Fencing	\$10,000			\$10,000									\$10,000	\$1,000
Massasauga Point CA - Gate	\$40,000	\$40,000											\$0	\$0
Massasauga Point CA - Gate Maintenance	\$5,000		\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$5,000	\$500
Massasauga Point CA - Parking Lot	\$10,000					\$10,000							\$10,000	\$1,000
Massasauga Point CA - Picnic Shelter	\$5,000									\$5,000			\$5,000	\$500
Massasauga Point CA - Picnic Tables/Washrooms/Signage	\$2,000						\$2,000						\$2,000	\$200
Massasauga Point CA - Trails	\$1,000							\$1,000					\$1,000	\$100
Potters Creek CA - Boardwalk	\$10,000									\$10,000			\$10,000	\$1,000
Potters Creek CA - Gate (North and South)	\$80,000	\$80,000											\$0	\$0
Potters Creek CA - Gate (North and South) Maintenance	\$10,000		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$10,000	\$1,000
Potters Creek CA - Parking Lot	\$25,000									\$35,000			\$35,000	\$3,500
Potters Creek CA - Picnic Tables/Washrooms/Signage	\$3,000						\$3,000						\$3,000	\$300
Potters Creek CA - Trails	\$1,000							\$1,000					\$1,000	\$100
Sheffield CA - Parking Lot	\$10,000				\$5,000								\$10,000	\$1,000
Sheffield CA - Picnic Tables/Washrooms/Signage	\$3,000								\$3,000		\$5,000		\$3,000	\$300
Sheffield CA - Trails	\$1,000									\$1,000			\$1,000	\$100
Sidney CA - Parking Lot	\$5,000					\$5,000							\$5,000	\$500
Sidney CA - Picnic Tables/Washrooms/Signage	\$3,000									\$3,000			\$3,000	\$300
Sidney CA - Trails	\$1,000										\$1,000		\$1,000	\$100
Vanderwater CA - Gate	\$40,000												\$0	\$0
Vanderwater CA - Gate Maintenance	\$5,000		\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$5,000	\$500
Vanderwater CA - Parking Lot	\$10,000												\$10,000	\$1,000
Vanderwater CA - Picnic Tables/Washrooms/Signage	\$3,000						\$10,000				\$3,000		\$3,000	\$300
Vanderwater CA - Trails	\$1,000											\$1,000	\$1,000	\$100
Vanderwater Office - Concrete Repairs to Structure	\$10,000				\$10,000								\$10,000	\$1,000
Vanderwater Office Building Maintenance	\$25,000		\$15,000				\$5,000				\$2,500	\$2,500	\$25,000	\$2,500
Vanderwater Office Sewage System	\$15,000										\$15,000		\$15,000	\$1,500
Vanderwater Office Heating and Cooling	\$25,000										\$12,500	\$12,500	\$25,000	\$2,500
Vanderwater Office - Washrooms (2)	\$20,000		\$10,000				\$10,000						\$20,000	\$2,000
TOTAL	\$2,021,250	\$1,067,000											\$964,250	\$96,425

*CPI of 2.5% applied annually to yearly total

4.4 Flood Forecasting and Warning and Watershed Monitoring Equipment

Description	Estimated Value/Unit	Quantity	Estimated Value (Total)	Matching Grants	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total
Tipping bucket rain gauges	\$1,000	10	\$3,573,600		\$53,773	\$55,117	\$56,495	\$57,907	\$59,355	\$60,839	\$62,360	\$63,919	\$65,517	\$67,154	\$548,661
Snow sensor	\$800	1	\$800		\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$800
Air temperature sensor	\$400	5	\$2,000		\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$2,000
Water temperature sensor	\$400	5	\$2,000		\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$2,000
Second Depot weather station - snow, temp, weighing gauge, moisture	\$30,000	1	\$30,000		\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$30,000
Quinte office weather station - Geonor	\$8,000	1	\$8,000		\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$1,500
Second Depot Lake Dam gauge	\$2,500	1	\$2,500		\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$2,500
Water level monitors (AquaSwift)	\$1,000	1	\$1,000		\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$1,000
Incidental tools, calibration, repair consumables	\$1,500	3	\$4,500		\$450	\$450	\$450	\$450	\$450	\$450	\$450	\$450	\$450	\$450	\$4,500
Campbell scientific snow depth and air temperature sensor	\$2,500	1	\$2,500		\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$2,500
Vanderwater climate change decagon unit	\$400	2	\$800		\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$800
Decagon soil probes	\$2,000	6	\$12,000		\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$6,000
Sutron tipping bucket and pole	\$15,000	1	\$15,000		\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$15,000
Skotomatta climate station	\$6,000	9	\$54,000		\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400	\$54,000
FTS - LTI with pressure transducer	\$1,000	2	\$2,000		\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$2,000
FTS tipping bucket rain gauge	\$1,000	5	\$5,000		\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$1,250
equipment enclosure	\$500	1	\$500		\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$125
mast	\$1,000	1	\$1,000		\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$250
Parks Creek doghouse	\$1,000	5	\$5,000		\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$5,000
Rain gauges requiring servicing or not deployed	\$15,000	1	\$15,000		\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$15,000
Mudoc weighing gauge	\$6,000	7	\$42,000		\$4,200	\$4,200	\$4,200	\$4,200	\$4,200	\$4,200	\$4,200	\$4,200	\$4,200	\$4,200	\$42,000
FTS - LTI with pressure transducer - NEW	\$5,000	1	\$5,000		\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$2,500
logger - NEW	\$45,000	30	\$1,350,000	25%	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500	\$135,000
Floodplain mapping projects	\$2,500	800	\$2,000,000	25%	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$200,000
Floodplain mapping cost per km of mapping															

SUMMARY TABLE FOR REPORTING

Description	Quantity	Estimated Value (Total)
Rain gauges and accessories	26	\$52,500
Climate stations	3	\$47,500
Auxiliary sensors - snow, temperature, soil moisture	16	\$107,000
Transducer gauges/pressure transducers	18	\$8,000
Incidentals	1	\$6,000
Floodplain mapping projects	30	\$3,360,000
TOTAL		\$3,573,600

2023 Capital Asset Management Plan Appendices

Description	Estimated Value	Quantity	Estimated Value (Total \$)	Estimated Life Cycle	Matching Grants/Rental	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total	Average	
						\$11,861	\$14,207	\$12,157	\$14,207	\$12,157	\$14,207	\$12,157	\$14,207	\$12,157	\$14,207	\$12,157	\$12,157	\$12,157
Stately 90 hp Yamaha boat and trailer	\$227,427	1	\$227,427	20	100%	\$85,000	\$105,122	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250
Haltich Electrofishing Boat Mudbuddy Motor And Trailer	\$85,000	1	\$85,000	20	100%	\$105,122	\$15,000	\$5,256	\$5,256	\$5,256	\$5,256	\$5,256	\$5,256	\$5,256	\$5,256	\$5,256	\$5,256	\$5,256
Haltich Backpack Electrofisher	\$15,000	1	\$15,000	20		\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750
Cannoes (3)	\$750	3	\$2,250	20		\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113
Kayaks (2)	\$600	2	\$1,200	10		\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60
GPS (4)	\$375	4	\$1,500	10		\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150
Paddles (9)	\$50	9	\$450	10		\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45
Battery Charger	\$75	1	\$75	10		\$8	\$8	\$8	\$8	\$8	\$8	\$8	\$8	\$8	\$8	\$8	\$8	\$8
Marine batteries (7)	\$300	7	\$2,100	5		\$420	\$420	\$420	\$420	\$420	\$420	\$420	\$420	\$420	\$420	\$420	\$420	\$420
Electrofishing Generator	\$4,800	1	\$4,800	20		\$240	\$240	\$240	\$240	\$240	\$240	\$240	\$240	\$240	\$240	\$240	\$240	\$240
P-GMN Generator	\$2,100	1	\$2,100	20		\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105
Dehumidifier	\$1,625	1	\$1,625	20		\$81	\$81	\$81	\$81	\$81	\$81	\$81	\$81	\$81	\$81	\$81	\$81	\$81
Survey Equipment - Regulations (4)	\$2,000	4	\$8,000	10		\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
PFDF (7)	\$65	7	\$455	10		\$46	\$46	\$46	\$46	\$46	\$46	\$46	\$46	\$46	\$46	\$46	\$46	\$46
Leica Microsystems Microscope	\$9,000	1	\$9,000	30		\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300
Olympus TG-5 camera	\$565	1	\$565	15		\$38	\$38	\$38	\$38	\$38	\$38	\$38	\$38	\$38	\$38	\$38	\$38	\$38
Windermers (6)	\$100	5	\$500	30		\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17
Mimow traps (23)	\$25	23	\$575	30		\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19
Hoop nets (7)	\$500	7	\$3,500	15		\$233	\$233	\$233	\$233	\$233	\$233	\$233	\$233	\$233	\$233	\$233	\$233	\$233
Large Fyke net	\$1,085	1	\$1,085	15		\$72	\$72	\$72	\$72	\$72	\$72	\$72	\$72	\$72	\$72	\$72	\$72	\$72
Samli fyke net	\$850	1	\$850	15		\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57
3 foot Hoop Net	\$555	1	\$555	15		\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37
4 foot Hoop net	\$785	1	\$785	15		\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52	\$52
Weight Scales (3)	\$25	3	\$75	15		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
Measuring Board Large	\$290	1	\$290	30		\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15
Measuring Board Small	\$50	1	\$50	30		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3
Benthic Nets (3)	\$500	3	\$1,500	5		\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120
Seine Net	\$500	1	\$500	5		\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100
Fish Cradle	\$130	1	\$130	5		\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26
Mussel Viewer	\$52	1	\$52	5		\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Larval Fish Net	\$251	1	\$251	5		\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50
Electrofishing golves (4)	\$212	4	\$848	5		\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170
Gear Efficiency Net	\$10,728	1	\$10,728	10		\$1,072.8	\$1,072.8	\$1,072.8	\$1,072.8	\$1,072.8	\$1,072.8	\$1,072.8	\$1,072.8	\$1,072.8	\$1,072.8	\$1,072.8	\$1,072.8	\$1,072.8
Pro DSS YSI Multiparameter sonde	\$30,061	1	\$30,061	20		\$9,515	\$9,515	\$9,515	\$9,515	\$9,515	\$9,515	\$9,515	\$9,515	\$9,515	\$9,515	\$9,515	\$9,515	\$9,515
EXO YSI Multiparameter sonde	\$20,000	1	\$20,000	20		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Climate Change YSI	\$20,000	1	\$20,000	20		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
BORAP YSI	\$20,000	1	\$20,000	20		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
3 YSI Handheld units	\$20,000	3	\$60,000	20		\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
1 YSI sonde - currently broken	\$20,000	1	\$20,000	20		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Photometer	\$15,000	1	\$15,000	20		\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750
Lamotte 2020 Turbidity meter	\$1,333	1	\$1,333	20		\$67	\$67	\$67	\$67	\$67	\$67	\$67	\$67	\$67	\$67	\$67	\$67	\$67
Lamotte 2020WE Turbidity meter - currently broken	\$920	1	\$920	10		\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92
Accumet AP10 pH meter	\$495	1	\$495	20		\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25
Sonvall S18 Centrifuge	\$7,743	1	\$7,743	30		\$258	\$258	\$258	\$258	\$258	\$258	\$258	\$258	\$258	\$258	\$258	\$258	\$258
Mettler Toledo ME103E Scale	\$983	1	\$983	20		\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49
Coolers (11)	\$30	11	\$330	20		\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17
Flow tracker	\$52	1	\$52	20		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3
sonex Flowtracker - currently broken	\$251	1	\$251	10		\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25
Pygmy flow meter 1250ml	\$5,000	1	\$5,000	20		\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250
Price Flow Meter 1210AA	\$5,000	1	\$5,000	20		\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250
Tiralton Kit	\$180	1	\$180	10		\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18
Nikon C-LEDS Microscope (2)	\$2,500	2	\$5,000	30		\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167
Abaxis Test Strip Reader	\$1,800	1	\$1,800	20		\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$90
Van Dom Sampler	\$970	1	\$970	20		\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49	\$49
Secchi Disk	\$75	1	\$75	30		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3
Elkman Dredge (2) (1 broken)	\$500	1	\$500	10		\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50
Prumct412-1s Toploading balance scale - broken	\$703	1	\$703	10		\$70	\$70	\$70	\$70	\$70	\$70	\$70	\$70	\$70	\$70	\$70	\$70	\$70
Quadrat (2)	\$100	2	\$200	20		\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Chest Waders (10)	\$100	10	\$1,000	5		\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200
Mustang survival suit (8)	\$430	8	\$3,440	20		\$172	\$172	\$172	\$172	\$172	\$172	\$172	\$172	\$172	\$172	\$172	\$172	\$172
Gas Cans/Jerry Cans (6)	\$60	6	\$360	30		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12

Price is estimated
 indicates not functioning equipment/broken
 Average does not include equipment that is not functioning or not being used

AVERAGE FOR SUMMARY \$25,664

4.5 Water Management Infrastructure

City of Belleville												
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total	
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	13%	100%
10 YR Municipal Budget	\$2,092,985.07	\$ 62,789.55	\$ 104,649.25	\$ 146,508.95	\$ 188,368.66	\$ 230,228.36	\$ 272,088.06	\$ 272,088.06	\$ 272,088.06	\$ 272,088.06	\$ 2,092,985.07	
County of Prince Edward												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$901,242.00	\$ 27,037.26	\$ 45,062.10	\$ 63,086.94	\$ 81,111.78	\$ 99,136.62	\$ 117,161.46	\$ 117,161.46	\$ 117,161.46	\$ 117,161.46	\$ 901,242.00	
Municipality of Warmora and Lake												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$517,600.00	\$ 15,528.00	\$ 25,880.00	\$ 36,232.00	\$ 46,584.00	\$ 56,936.00	\$ 67,288.00	\$ 67,288.00	\$ 67,288.00	\$ 67,288.00	\$ 517,600.00	
Municipality of Tweed												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$40,579.90	\$ 1,217.40	\$ 2,029.00	\$ 2,840.59	\$ 3,652.19	\$ 4,463.79	\$ 5,275.39	\$ 5,275.39	\$ 5,275.39	\$ 5,275.39	\$ 40,579.90	
Municipality of Centre Hastings												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$4,986.77	\$ 149.60	\$ 249.34	\$ 349.07	\$ 448.81	\$ 548.54	\$ 648.28	\$ 648.28	\$ 648.28	\$ 648.28	\$ 4,986.77	
Township of Tyndinaga												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$375,345.56	\$ 11,260.37	\$ 18,767.28	\$ 26,274.19	\$ 33,781.10	\$ 41,288.01	\$ 48,794.92	\$ 48,794.92	\$ 48,794.92	\$ 48,794.92	\$ 375,345.56	
Town of Greater Napanee												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$1,038,763.69	\$ 31,162.91	\$ 51,938.18	\$ 72,713.46	\$ 93,488.73	\$ 114,264.01	\$ 135,039.28	\$ 135,039.28	\$ 135,039.28	\$ 135,039.28	\$ 1,038,763.69	
Township of Stone Mills												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$665,641.96	\$ 19,969.26	\$ 33,282.10	\$ 46,594.94	\$ 59,907.78	\$ 73,220.62	\$ 86,533.45	\$ 86,533.45	\$ 86,533.45	\$ 86,533.45	\$ 665,641.96	
Township of Addington Highlands												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$131,592.17	\$ 3,947.77	\$ 6,579.61	\$ 9,211.45	\$ 11,843.30	\$ 14,475.14	\$ 17,106.98	\$ 17,106.98	\$ 17,106.98	\$ 17,106.98	\$ 131,592.17	
Township of Madoc												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$31,540.28	\$ 946.21	\$ 1,577.01	\$ 2,207.82	\$ 2,838.63	\$ 3,469.43	\$ 4,100.24	\$ 4,100.24	\$ 4,100.24	\$ 4,100.24	\$ 31,540.28	
Township of Central Frontenac												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$452,655.35	\$ 13,579.66	\$ 22,632.77	\$ 31,685.87	\$ 40,738.98	\$ 49,792.09	\$ 58,845.20	\$ 58,845.20	\$ 58,845.20	\$ 58,845.20	\$ 452,655.35	
Township of South Frontenac												
Percentage Levied each year	3%	5%	7%	9%	11%	13%	13%	13%	13%	13%	100%	
10 YR Municipal Budget	\$507,710.26	\$ 15,231.31	\$ 25,385.51	\$ 35,539.72	\$ 45,693.92	\$ 55,848.13	\$ 66,002.33	\$ 66,002.33	\$ 66,002.33	\$ 66,002.33	\$ 507,710.26	

\$ 202,819.29 \$ 338,032.15 \$ 473,245.01 \$ 608,457.87 \$ 743,670.73 \$ 878,883.59 \$ 878,883.59 \$ 878,883.59 \$ 878,883.59 \$ 878,883.59 \$ 878,883.59

2023 Capital Asset Management Plan Appendices

4.6 Summary

Asset Class	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total
1. IT and IMS													
Annual Average	\$95,051	\$104,649	\$146,509	\$188,369	\$230,238	\$272,088	\$272,088	\$272,088	\$272,088	\$272,088	\$272,088	\$272,088	\$2,082,985
2. Facilities and CA's	\$106,688	\$45,062	\$63,087	\$81,112	\$99,137	\$117,161	\$117,161	\$117,161	\$117,161	\$117,161	\$117,161	\$117,161	\$901,242
3. Vehicles	\$64,884	\$25,880	\$36,232	\$46,584	\$56,936	\$67,288	\$67,288	\$67,288	\$67,288	\$67,288	\$67,288	\$67,288	\$517,600
4. Equipment	\$25,908	\$1,217	\$2,841	\$3,652	\$4,464	\$5,275	\$5,275	\$5,275	\$5,275	\$5,275	\$5,275	\$5,275	\$40,580
5. FF&W and FP Mapping	\$60,243	\$249	\$349	\$449	\$549	\$648	\$648	\$648	\$648	\$648	\$648	\$648	\$4,987
TOTAL Billed Annually: \$352,774													
6. Water Control Structures													
Belleville	\$62,790	\$104,649	\$146,509	\$188,369	\$230,238	\$272,088	\$272,088	\$272,088	\$272,088	\$272,088	\$272,088	\$272,088	\$2,082,985
PEC	\$27,037	\$45,062	\$63,087	\$81,112	\$99,137	\$117,161	\$117,161	\$117,161	\$117,161	\$117,161	\$117,161	\$117,161	\$901,242
Marmora and Lake	\$15,528	\$25,880	\$36,232	\$46,584	\$56,936	\$67,288	\$67,288	\$67,288	\$67,288	\$67,288	\$67,288	\$67,288	\$517,600
Tweed	\$1,217	\$2,841	\$2,841	\$3,652	\$4,464	\$5,275	\$5,275	\$5,275	\$5,275	\$5,275	\$5,275	\$5,275	\$40,580
Centre Hastings	\$150	\$249	\$349	\$449	\$549	\$648	\$648	\$648	\$648	\$648	\$648	\$648	\$4,987
Tyendinaga	\$11,260	\$18,767	\$26,274	\$33,781	\$41,288	\$48,795	\$48,795	\$48,795	\$48,795	\$48,795	\$48,795	\$48,795	\$375,346
Greater Napanee	\$31,163	\$51,938	\$72,713	\$93,489	\$114,264	\$135,039	\$135,039	\$135,039	\$135,039	\$135,039	\$135,039	\$135,039	\$1,038,764
Stone Mills	\$19,969	\$32,282	\$46,595	\$59,908	\$73,221	\$86,533	\$86,533	\$86,533	\$86,533	\$86,533	\$86,533	\$86,533	\$665,602
Addington Highlands	\$3,948	\$6,580	\$9,211	\$11,843	\$14,475	\$17,107	\$17,107	\$17,107	\$17,107	\$17,107	\$17,107	\$17,107	\$131,592
Madoc	\$946	\$1,577	\$2,208	\$2,839	\$3,469	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$31,540
Central Frontenac	\$13,580	\$22,633	\$31,686	\$40,739	\$49,792	\$58,845	\$58,845	\$58,845	\$58,845	\$58,845	\$58,845	\$58,845	\$452,655
South Frontenac	\$15,231	\$25,386	\$35,540	\$45,694	\$55,848	\$66,002	\$66,002	\$66,002	\$66,002	\$66,002	\$66,002	\$66,002	\$507,710
Total Billed Annually: \$202,819													
TOTAL Billed Annually: \$352,774													

4.7 Levy

**Quinte Conservation
Capital Asset Management Plan**

	% in CA	2023 Current Value Assessment (CVA)	2023 CVA (Modified) in Watershed	CVA Based Apportionment Percentage	Proposed 2024 AMP Annual Capital Levy
City of Belleville	100	7,957,058,044.50	7,957,058,045	38.76	\$ 136,725
Centre Hastings	56	566,296,639.00	317,126,118	1.54	\$ 5,449
Twp. Of Madoc	100	246,719,685.00	246,719,685	1.20	\$ 4,239
Marmora & Lake	22	673,839,488.00	148,244,687	0.72	\$ 2,547
City of Quinte West	23	6,114,600,081.15	1,406,358,019	6.85	\$ 24,165
Stirling/Rawdon	17	543,446,360.30	92,385,881	0.45	\$ 1,587
Tudor & Cashel	48	179,402,405.00	86,113,154	0.42	\$ 1,480
Municipality of Tweed	100	683,796,338.10	683,796,338	3.33	\$ 11,750
Twp. of Tyendinaga	100	485,958,735.00	485,958,735	2.37	\$ 8,350
Addington Highlands	44	551,727,070.00	242,759,911	1.18	\$ 4,171
Town of Greater Napanee	53	2,417,533,459.75	1,281,292,734	6.24	\$ 22,016
Twp. of Stone Mills	100	985,552,054.00	985,552,054	4.80	\$ 16,935
Twp. of North Frontenac	1	958,821,135.60	9,588,211	0.05	\$ 165
Twp. of South Frontenac	21	3,567,016,623.60	749,073,491	3.65	\$ 12,871
Twp. of Central Frontenac	46	1,004,266,698.00	461,962,681	2.25	\$ 7,938
Town of Deseronto	100	129,523,340.00	129,523,340	0.63	\$ 2,226
Corp. of Loyalist Twp.	3	2,472,572,240.00	74,177,167	0.36	\$ 1,275
Prince Edward County	100	5,172,878,911.90	5,172,878,912	25.20	\$ 88,885
TOTAL QC LEVIES			20,530,569,163	100.00	\$ 352,774



Quinte CONSERVATION

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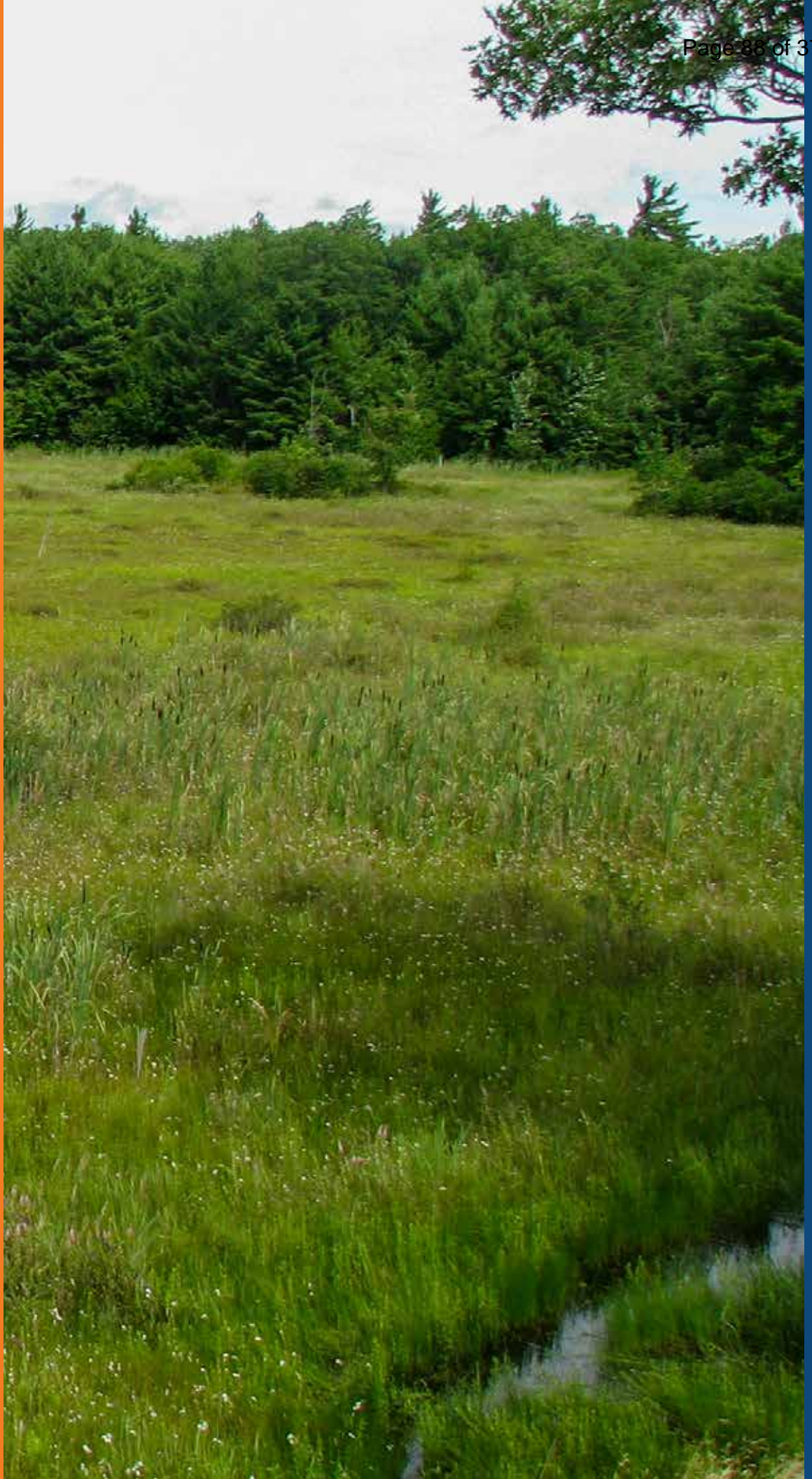
Watershed Municipalities

City of Belleville
City of Quinte West
County of Prince Edward
Loyalist Township
Madoc Township
Municipality of Centre Hastings
Municipality of Marmora and Lake
Municipality of Tweed
Town of Deseronto
Town of Greater Napanee
Township of Addington Highlands
Township of Central Frontenac
Township of North Frontenac
Township of South Frontenac
Township of Stirling-Rawdon
Township of Stone Mills
Township of Tudor and Cashel
Township of Tyendinaga



Quinte
CONSERVATION

CONSERVATION LANDS STRATEGY 2023





Preface

The intent of this document is to fulfill the requirements of Ontario Regulation 686/21 under the Conservation Authorities Act, which requires Ontario's Conservation Authorities to describe the management objectives of their land holdings.

The following report is focused on the properties owned and managed by Quinte Conservation. Further, the attached mapping broadly indicates the categories of land use. This report acts as a guide for Quinte Conservation staff to manage its vast land holdings and provide clarity to the public on its roles and responsibilities.

At a minimum, this report should be reviewed for relevance every five years.

Introduction

The ecological condition of the Quinte Conservation's property holdings has been greatly affected by the last 200 years of land use. Deeply rooted in the pioneer settlement era, forested areas were extensively and repeatedly over harvested, resulting in grazing and fires in the northern portion of the watershed, and the clearing of land for agriculture in the southern portion. These activities greatly reduced the watershed's forest cover and caused massive soil erosion and downstream flooding.

It was from these conditions that Conservation Authorities were established with a broad mandate to implement conservation measures.

The Conservation Authorities Act was introduced in 1946 and enabled programs and services that furthered watershed-based conservation, restoration, development, and management of natural resources in Ontario. Under the Act, Conservation Authorities were created at the request of local municipalities through shared funding from the province.

The purchase of private, patented land, which was environmentally degraded and often referred to as a 'barren wasteland' by Conservation Authorities, represented a long-term partnership between the province and its municipalities.

Most of the 12,000 hectares (or 30,000 acres) of vacant property owned by Quinte Conservation was purchased with provincial support before 1975. This acquisition of land removed the potential for commercial exploitation, thus assisted in preventing flooding, erosion, drought, and deforestation.

Over the past 40 years, these land holdings have naturalized, and now protect lands on a permanent watercourse (creek, river, or lake) and demonstrate the benefits of protecting fragile lands from economic exploitation.

The land holdings operate for a variety of activities including water management (weirs and dams), conservation areas (recreational use), commercial forestry (good forest management practices), and conservation reserves (providing ecosystem services to the watershed). Often, several of these uses overlap on a single land holding, therefore representing an integrated approach to management.

Guiding Principles

Quinte Conservation's land holdings form a stable ownership; with its land use based on the best available conservation strategy of the day. In order to continue providing ecosystem goods and services to watershed residents, the individual properties will be managed in accordance with the following general statements:

- Protect, maintain and, where possible, restore biodiversity, geological, and natural heritage features including species at risk, managed wildlife populations, and generalist species and their requisite habitats. This will assist in overall ecosystem stability during expected climate change of years to come.
- Maintain safe, compatible, multi-use natural areas by providing outdoor recreational pursuits such as bird watching, picnicking, hiking, cross country skiing, snow shoeing, canoeing, photography, nature appreciation and hunting.
- Support demonstration activities of sustainable land uses, including good forest management practices and wetland management projects, and providing sites for research activities and other ecosystem restoration techniques.
- Provide spaces to public and private school groups, and community-based groups for activities related to natural resource management.
- Where appropriate, support the sustainable management of fish and wildlife by allowing public access for licensed fishing and hunting activities.
- Provide local employment opportunities through sustainable forest management practices at appropriate properties.
- Property holdings may assist in providing a source of revenue to fulfill the objectives of Quinte Conservation through lease agreements, provided that the use does not conflict with the objectives of natural resource conservation.
- Document the existing natural heritage and cultural features found on its land holdings and provide appropriate protection measures.
- Document Quinte Conservation activities in an attempt to provide a record of land use for future study.



Objectives

By maintaining the land cover in a natural state, Quinte Conservation properties will protect vegetation and erodible soils. This will assist in protecting natural heritage and biodiversity values, while providing compatible natural resource management opportunities for the long-term interest of the public.

As such, the priority for objectives continues to be as follows (from highest to lowest priority):

Environmental Protection

The management of forest cover and wetlands will help retain water on the landscape, increasing recharge and slowing run-off while slowing erosive forces. Further, wildlife habitat and protection of sensitive natural areas assists in providing recreational activities for the public.

Recreation and Education

Conservation Areas provide public access to large sections of natural cover and to permanent waterbodies. These areas will be maintained for routine use by establishing entrance areas and trail systems. These areas will assist with educating the public on the perils of exploitative land uses and their long-lasting affects on the watershed.

Wood Products and Income

The production of forest products (commercial forest harvest) will demonstrate state-of-the-art science while maintaining forest health and providing local employment opportunities. Income generated from the sale of standing timber, carbon offsets and hunting leases will be utilized for municipal property taxes, access improvements, and boundary management including legal surveys, signage, fencing, etc.



Land Use Categories

In order to assist in sorting such a large and diverse holding, broad categories and activities of existing uses have been developed. Each of the land use categories have a clear and direct association to the cultivation of a land ethic for the general public.

Conservation Areas and Water Control Structure Properties

Quinte Conservation maintains 12 conservation areas which are open daily from sunrise to sunset for public recreational use. Recommended activities include:

- » **Hiking**
 - Cross-country skiing
 - Dog walking
 - Snow shoeing
 - Walking
- » **Boat Launching**
 - Fishing boats
 - Kayaking
 - Other small craft launching
- » **Camping** (offered at Depot Lakes Conservation Area)
 - Seasonal sites for trailers
 - Interior/back-country boat-in only sites
- » **Passive Activities**
 - Bird watching
 - Group activities
 - Nature and portrait photography
 - Picnicking

Conservation Reserves

(not to be confused with crown land terminology)

As these properties range from barely accessed to those with managed municipal road frontage, the properties are generally maintained in a natural state in order to provide long-term ecological stability to the watershed. Although not widely advertised, these properties provide access for outdoor recreational pursuits, including hiking, wildlife viewing, and recreational hunting/fishing. In order to reduce conflicts and generate revenue to pay for municipal property taxes, hunting activities are regulated under a lease agreement with Quinte Conservation.

Commercial Forests

Of the 30,000 acres of property owned by Quinte Conservation, only 4,000 acres have been identified as priorities for commercial forest harvesting. These property holdings have economic concentrations of plantation forest and natural stands of commercially viable species composition. Furthermore, these blocks are geographically centred close to Provincial Highways with access to municipally maintained roads - making transportation of raw material to mills efficient, thus utilizing the services available in nearby towns for fuel, equipment repair, casual labour, food, and accommodations.

Existing landings with stockpiled logs and forest access with trails have been created by past forest thinning activities. By targeting commercial forest activities onto these properties, staff time (conducting inventories, liability/risk analysis, developing harvest agreements, confirming insurance, resolving property boundary discrepancies and harvest monitoring) can be focused on the areas with the greatest income returns.



Programs and Services on Quinte Conservation Lands

Public Education

Several of Quinte Conservation properties are the focus for the development of education facilities, structures, interpretive signage, and scientific instrumentation demonstration by other groups and agencies. Primary examples include the Frink Outdoor Education Centre - which is operated by two local school boards, O'Hara Mill Homestead - which is operated by volunteers who demonstrate the local pioneer lifestyle circa 1800s, and Sheffield Conservation Area - which sparks an interest in astronomy at the Dark Skies Viewing Deck which is operated by the County of Lennox and Addington.

Demonstration

Properties with this overlapping category represent areas that will be utilized for public demonstration of restoration techniques including forest, savanna and wetland enhancement efforts which contribute to ecosystem restoration.

Hunting Leases

The hunting of provincially regulated large game species on Quinte Conservation lands is controlled by a lease program. The two main objectives are to assist with recouping a portion of the property taxes being paid by Quinte Conservation for its holdings, and to provide a level of control over access to the property.

Depot Lakes Campground

Depot Lakes Conservation Area offers both a seasonal trailer campground and an interior/back-country camping experience with boat-in-only sites at Second Lake. The trailer sites are rented seasonally by Quinte Conservation from May to September, while the interior/back-country sites are rented by the week. The revenue from these rentals are utilized to maintain conservation area infrastructure and staffing.

Note: Depot Lakes Campground is the only activity Quinte Conservation actively supervises.



Land Use Policies - All Property Holdings

General Activity

- Changes in land use policy or major incidents will be reported to the Quinte Conservation Executive Board by staff annually at a minimum.
- Commercial use of Quinte Conservation property will be discouraged.
- Commercial power generation development will be limited to waterpower on water control structure properties only.
- Other types of commercial power generation, namely wind and solar, will not be allowed.
- Whenever necessary, Quinte Conservation will consult with professionals and employ local contractors in order to maintain the integrity of the land holding.
- Littering, dumping or placement of unauthorized signs is prohibited on all Quinte Conservation property.
- Overnight camping is not allowed on any property (with the exception of Depot Lakes Conservation Area, which charges a fee for camping on regulated interior and seasonal camping sites).
- All Quinte Conservation properties are open to appropriate research activities relating to natural resource conservation with appropriate restrictions outlined in a property use agreement.
- Quinte Conservation will not formalize permanent access across its property holdings in the interest of the private landowners. Temporary or seasonal access to adjacent Crown lands may be considered with conditions.
- Any infringement on the use of Quinte Conservation lands will be resolved by contacting the appropriate police and/or conservation officers for the subject area. Further, Quinte Conservation will retain the right to terminate any property lease (if applicable). If necessary, the unauthorized removal of forest products from Quinte Conservation lands will involve recuperating the monetary value of the estimated timber volumes by legal means.
- The mapping and control of invasive species is a priority on Quinte Conservation lands as opportunities, funding and new science becomes available.

» **Horseback Riding**

- Guided horseback riding (as a commercial venture) is not allowed.
- Horseback riding occurs on many of the Quinte Conservation's vacant properties and is allowed provided no new trails are established for this use.
- Vanderwater Conservation Area is the only Conservation Area where horseback riding is allowed due to the historic use of the property for this activity.

General Activity continued

» *Collection/Disposal of Natural Items*

- Aggregate extraction will not be permitted on Quinte Conservation property. Should funding become available for the rehabilitation of former aggregate pits, proposals to do so should be considered. This includes changes to the slope and seeding to encourage bank stabilization.
- Prospecting, exploration activities, and disposition of mining rights is not allowed.
- Fuelwood harvest is not allowed on Quinte Conservation property, including the removal of treetops remaining from forest harvest operations.
- Littering, dumping or disposal of any foreign material, cutting, pruning, digging or gathering of trees, shrubs and/or groundcover are prohibited on all Quinte Conservation property.
- When maintaining vegetation within Ontario Hydro corridors which cross Quinte Conservation lands, staff will request that no herbicide spray is used, that brush is loped and scattered (rather than chipped), and that any heavy equipment is utilized only when necessary for the safety of their staff.

» *Hunting/Trapping/Fishing*

Many of the vacant land holdings of Quinte Conservation are leased for exclusive hunting rights from the beginning of September through to the end of December annually. Currently, the lease period is for a three-year term. Once this term expires, current lease holders are given first right of refusal, followed by adjacent property owners, and then those on the waiting list.

NOTE: Outside of the Sept-Dec timeframe, all Quinte Conservation vacant land parcels are open to the general public for regulated hunting purposes. Hunting is strictly prohibited on any Conservation Area property.



- Commercial activities like guiding for hunting/fishing, bait fish collection and fur harvesting are not allowed.
- Management of beaver activities (through trapping of nuisance animals) may be necessary in order to reduce damage to adjacent landowners and municipal infrastructure (roads).
- Hunting of regulated wildlife is allowed only on commercial forest and conservation reserve properties and is subject to Federal and/or Provincial regulations. Further, Quinte Conservation authorizes hunting leases (for which a fee is collected) specifically for the large game seasons of White Tailed Deer, Moose, Elk, and Black Bear on many properties. Hunting is not permitted on Conservation Area and/or water management structure properties.
- Only portable hunting stands and blinds are permitted during legal hunting seasons and must be removed at the end of the hunting lease.
- Licensed fishing activities are allowed provided they follow Provincial regulations and are not endangering other users of the property (i.e. fishing should not occur where swimmers congregate).
- Adjacent landowners will be given the first right to lease the property for the large game hunting lease program. If not interested, either a waiting list or advertisement will be pursued in order to lease the property.
- Baiting of Black Bears is not allowed.
- Hunting with dogs is permitted by Hunting Lease Holders only.
- Fishing is allowed on Quinte Conservation property subject to Provincial regulations. Bait fish harvesting will be permitted for personal use only (not commercial collection).



Conservation Area and Water Management Structure Specific

- Conservation areas are open daily from sunrise to sunset for public use.
- Visitors to these areas should be encouraged to 'take only pictures and leave only footprints' during their stay.
- Garbage collection facilities shall not be provided. Visitors should be prepared to take their garbage with them.
- Any special event that will require the closure of the area to the general public shall require a 'Property Use Agreement' and monetary charge (as determined on a case-by-case basis).
- Weddings or special events (such as family reunion picnics or photography sessions) will be allowed at no charge, provided that all of the rules of the conservation area are followed and under the understanding that the activity will not restrict the normal usage for other visitors.
- Motorboat sports (water skiing, tubing, racing, etc.) are not allowed on Quinte Conservation controlled lakes (Mellon Lake at Sheffield and 2nd/3rd Lakes at the Depot Lakes).
- Dogs are required to be on a leash at all times while visiting a conservation area. 'Stoop and scoop' will be required for visiting pets.

Conservation Area Prohibited Activities

- Open fires
- Discharge of firearms, and all hunting and/or trapping activities
- Alcohol consumption
- Target practice and paintball games
- Trailer or tent camping in undesignated areas
- Riding any type of motorized vehicle
- Off-leash pets
- Unsanctioned creation of new trails and/or structures for mountain bikes
- Public nudity and indecent acts

Conservation Area Reserve Specific

- Species at risk records, reports, and inventories shall be compiled by Quinte Conservation staff for each property as they are encountered.
- Stewardship activities that improve wildlife habitat, restore degraded areas, or manage habitat for sensitive species will be encouraged.
- Staff activities such as plantation thinning and planting of appropriate native species in the understory will be encouraged.
- Management of wetland habitat in partnership with non-government groups (e.g. Ducks Unlimited Canada) are encouraged.



Commercial Forest Specific

Commercial forests have been designated based on several factors like: concentrations of plantation forest, ease of access, and proximity to the Provincial Highway network. Through forest certification, an approximate 10 year forest harvest operation schedule has been developed. Following the scheduled plantation thinning regime encourages the re-growth of natural forest in the understory (plantations were established in abandoned agricultural fields). Neighbouring property owners are contacted in order to clarify any concerns (like property boundaries). Each forest stand of interest is inventoried (i.e. re-measured) and a prescription is developed by a Professional Forester. Subsequently, trees are marked for removal (with reference to the prescription) by certified tree marking technicians. Harvest contacts are developed and signed with a forest harvest contractor. The harvest contractor is made aware of any on site limitations (like areas difficult to access or areas of natural sensitivity), and staff routinely monitor the work for compliance.

- The commercial forest blocks will serve as encouragement and support for private landowners and the forest industry by providing an example of good forestry practices and wise forest stewardship.
- All forest management activities will be managed in a sustainable manner for the benefit of present and future generations.
- All harvests will be practiced in a manner that is environmentally sustainable, and encourages natural succession of native species, improves wildlife habitat and/or addresses forest health concerns.
- Quinte Conservation is committed to documenting forest harvest activities and major insect or disturbance events (wind or flooding) for future forest managers.
- Maintenance of existing roads, access routes and trails will be performed while maintaining the ecological integrity of the property.
- Quinte Conservation staff will only consider new road and/or trail development through further detailed planning which strives to avoid sensitive natural areas.
- Cultural heritage sites associated with past human activities, endeavours, or events (including surface artifacts, subsurface strata of human origin or incorporating cultural deposits, remains of structural features, or a combination of these attributes) shall be protected from disturbance wherever possible.
- Identified species at risk and their habitat should be mapped and protected from possible disruption by other land uses wherever possible.

Note: Quinte Conservation is committed to working with partners to allow access to all properties for the purpose of natural heritage inventories.

Acquisition and Disposition Policy

The long-term objective of retiring fragile lands from exploitation has greatly assisted with stabilizing the watershed ecosystem, provided the public with recreational opportunities, and contributed to the protection of ecologically sensitive areas. Limited commercial forest harvest activities provide local employment opportunities and demonstrate high standards of management.

Any new acquisition or disposition of property should be considered on a case-by-case basis by the Executive Board through the provision of a staff report and recommendation.

Acquisitions

The acquisition of property represents a one-time capital expense and a relatively low overhead for management as property taxes, insurance and staffing are already needed for the existing holding. By targeting new purchases and/or donations to priority areas, the values associated with the existing land holding will be enhanced over time. The acquisition of property is of interest to Quinte Conservation when there is no net burden placed on Quinte Conservation's finances. As such, Quinte Conservation will seek the donation of vacant property as its primary means of increasing its landholding. With any donation of property, Quinte Conservation will cover all costs associated with the transaction once reviewed and approved by the Executive Board. This may include the cost of a legal survey, appraisal for a charitable donation receipt, any land transfer taxes, as well as legal fees for both parties.

As such, the priority for property acquisitions will be as follows (from highest to lowest priority):

- Vacant land parcels of any size that are adjacent to properties already owned by Quinte Conservation.
- Parcels which have frontage on a permanent waterbody (e.g. creek, river or lake).
- Properties with significant natural features (e.g. large wetland(s), areas of natural scientific interest, deer wintering yards, headwater of wetlands, watercourses with groundwater springs, uncommon geological features such as karst or cliffs, those that fill voids within natural corridors, or properties designated by Municipalities as ecologically sensitive).
- Parcels which are adjacent to another public body or non-government organization's holding which is intended to be managed for the protection of natural values over the long term (e.g. Municipal Park, Provincial Park or Land Trust nature reserve).
- Vacant land which is large enough to support the objectives of Quinte Conservation land ownership; generally being parcels which retain natural cover and are at least 40 acres (or 16 hectares) in area.



Dispositions

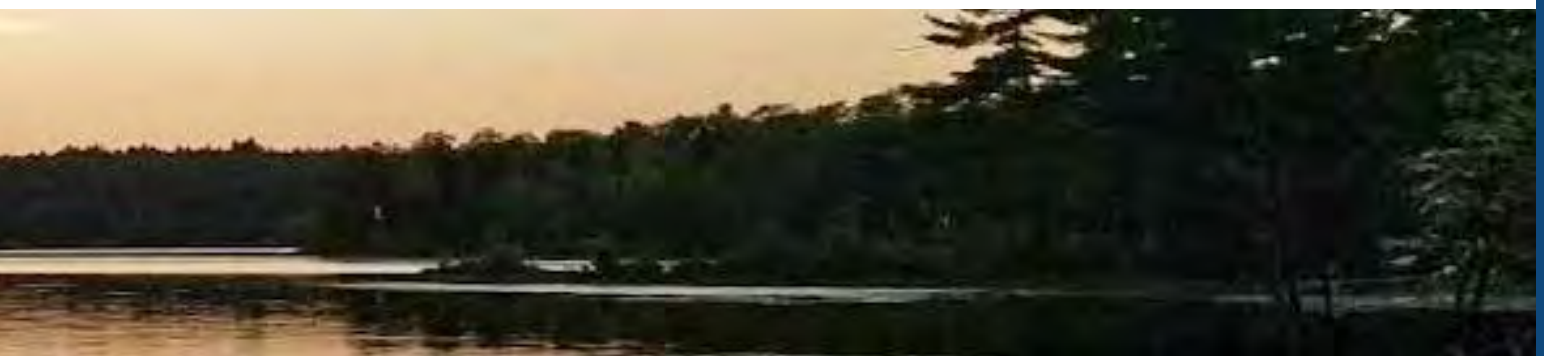
Dispositions (transfer/sale/right-of-way/easement) to a public body (e.g. a public agency, member Municipality, or Crown) will be considered by staff subject to the goals and objectives for Quinte Conservation property and/or an appropriate land tenure agreement, if required.

A disposition to the general public will go through a public tender process. The cost of the disposition should be borne by the proponent, and not inflict a financial burden on Quinte Conservation. Any funds provided by a disposition should be allocated toward property management activities including further acquisition, inventories, stewardship demonstrations, boundary surveys, signage, or other such activities.

Generally, the disposal of land is discouraged unless there are outstanding circumstances which would allow for a net gain by Quinte Conservation. Any cost of the disposition (including lease agreements) should be borne by the proponent and not inflict a financial burden on Quinte Conservation. Typically, any disposition requires an appraisal of the value, a legal survey and public notification including the Crown. Any funds provided by a disposition should be allocated toward property management activities including further property acquisition, inventories, stewardship demonstrations, boundary surveys, signage, or other such activities on the existing land holding.

As such, the priority for property dispositions will be as follows (from highest to lowest priority):

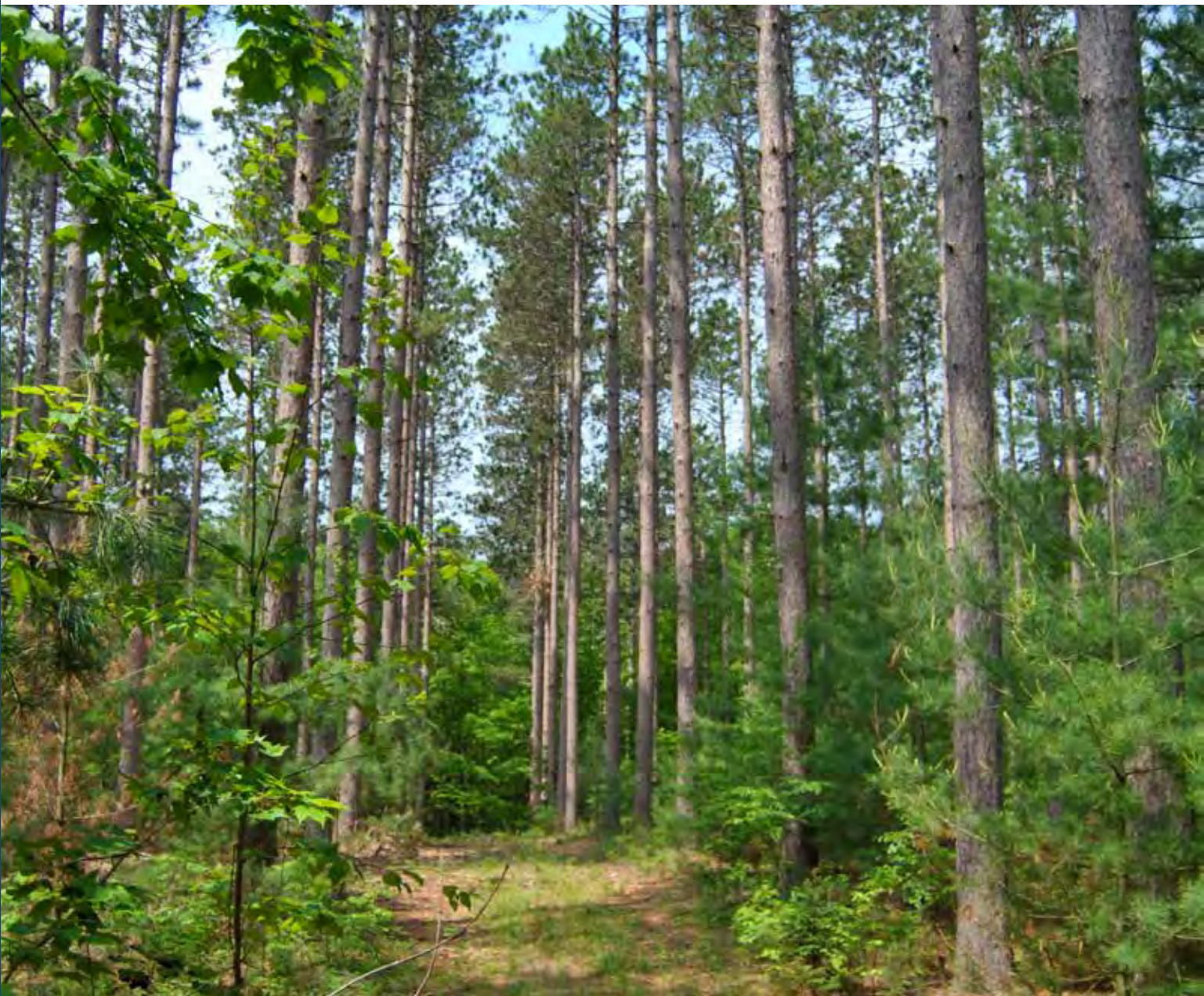
- Easements or rights-of-way over Quinte Conservation property in the interest of a Municipality.
- Properties which are utilized as local area parks and are managed by the local Municipality (e.g. the Kingsford, Forest Mills, Colebrook, Newburgh, Camden East, Harry Smith, Allisonville, Bloomfield Mill Pond, Milford Mill Pond, Demorestville, Sunset Lookout, Riverside Park and Whytock Park).
- Parcels that are not eligible for inclusion within the Managed Forest Tax Incentive Program or Conservation Land Tax Incentive Program due to small area size or lack of ecologically sensitive features.
- A disposition which involves an easement or right-of-way over Quinte Conservation property in the interest of a private property owner.



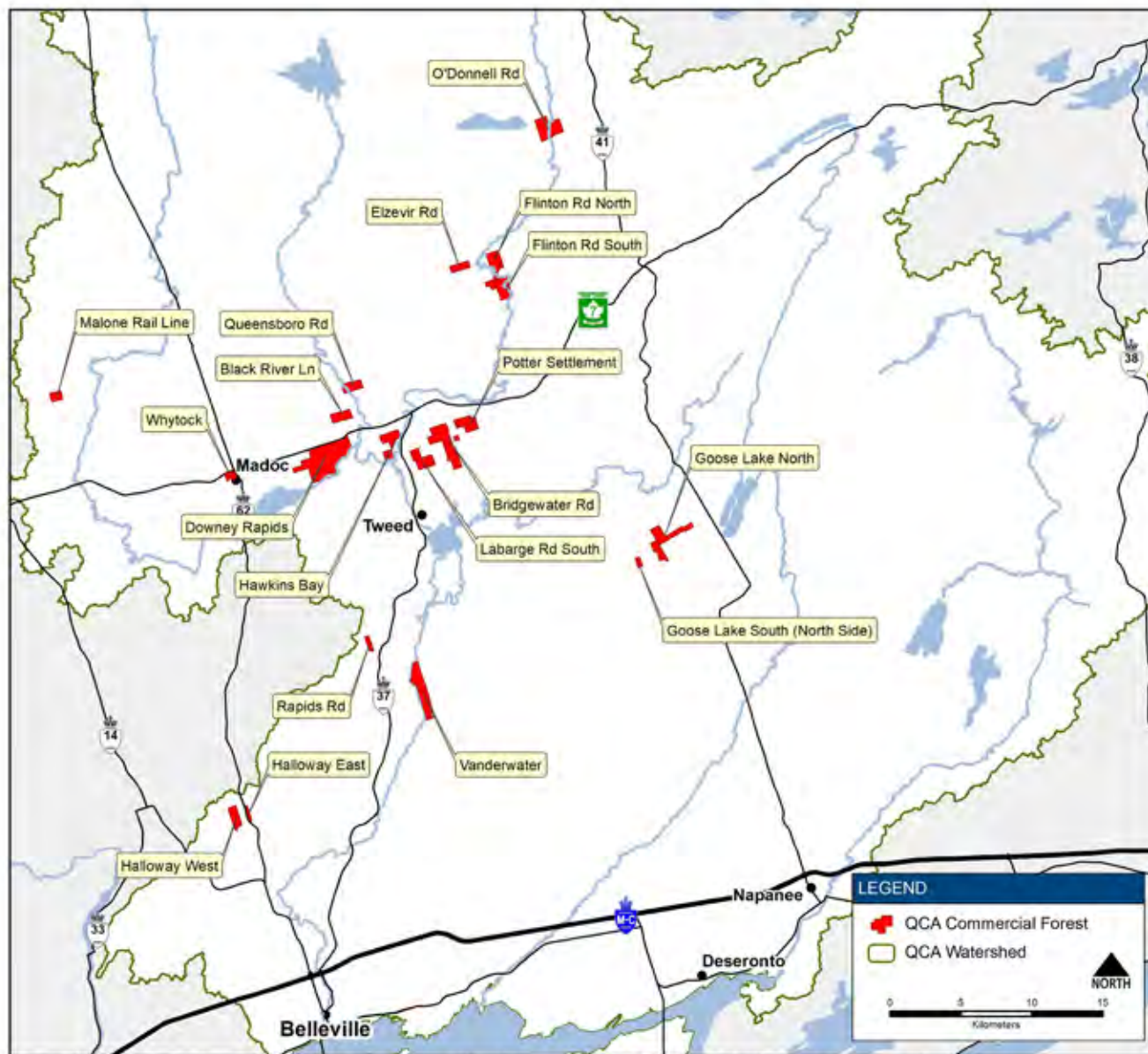
Maps

The following maps indicate Quinte Conservation's land inventory. Each map represents one of the categories mentioned under the Property Land Use section of this report and are as follows:

- Commercial Forests
- Conservation Areas
- Conservation Reserves (North)
- Conservation Reserves (South)
- Educational Properties
- Water Management Structures
- Master Map



Commercial Forests

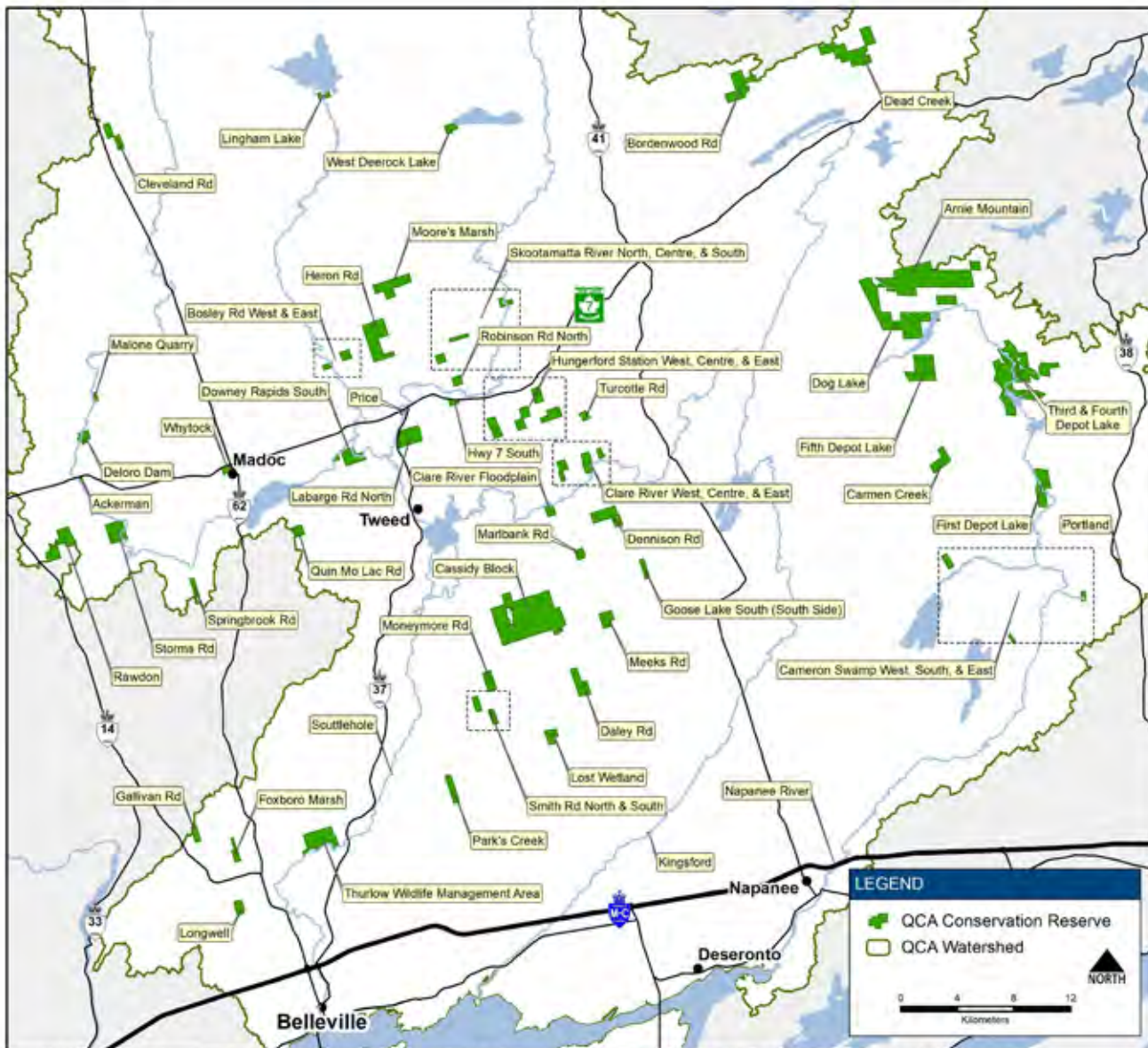


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Conservation Areas



Conservation Reserves (North)



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Conservation Reserves (South)

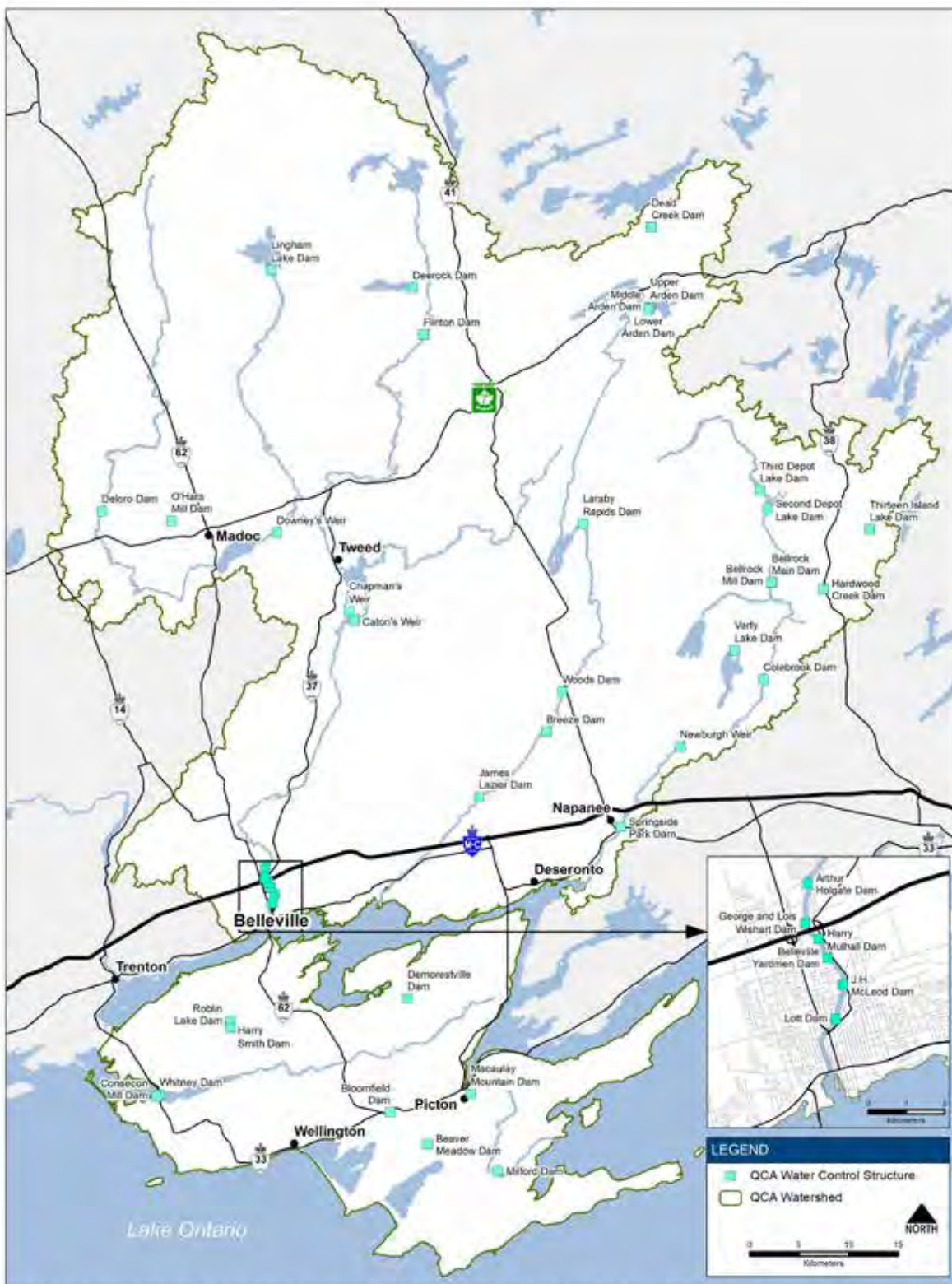


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Educational Properties

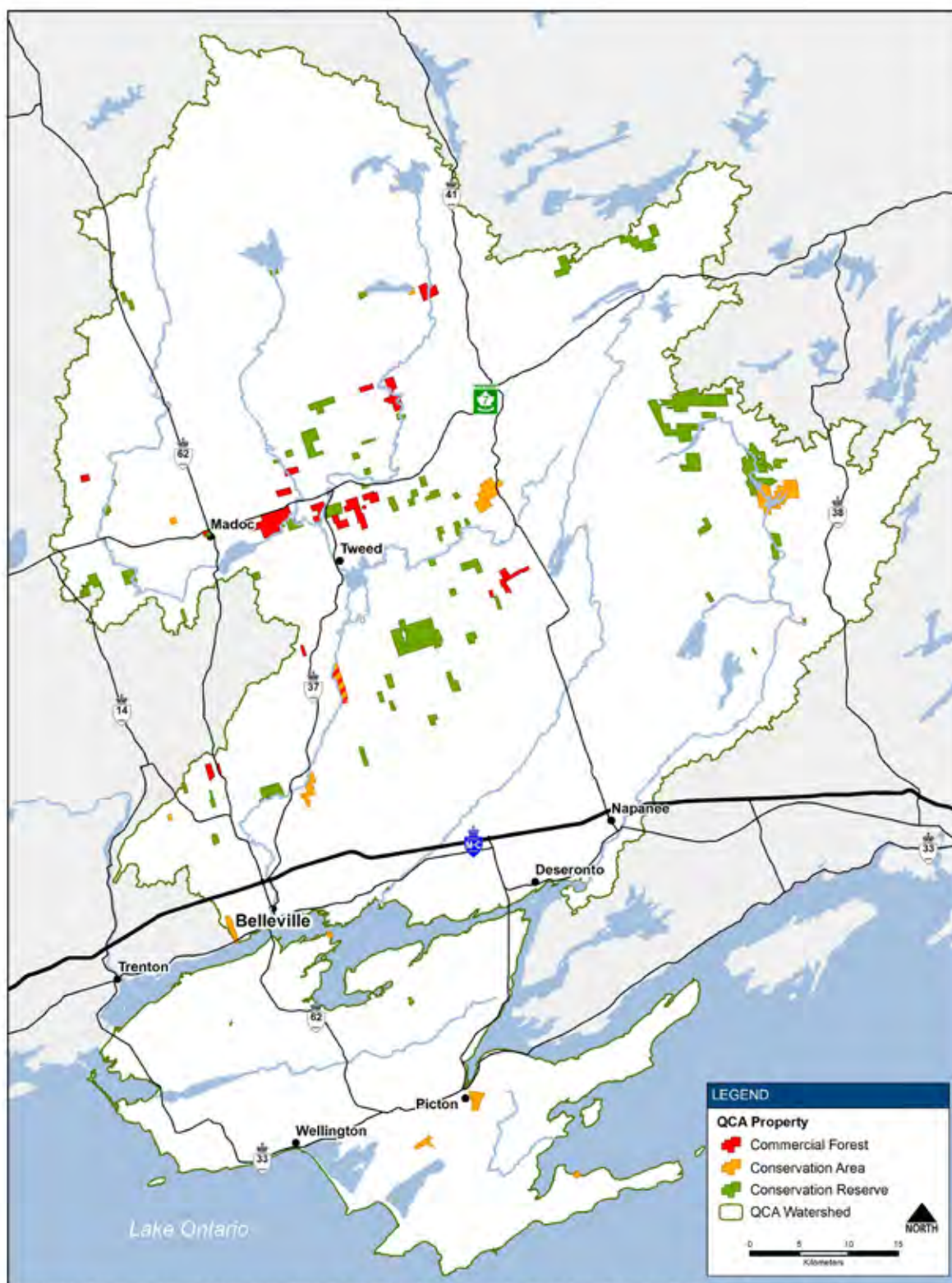


Water Management Structures



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Master Map



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Quinte CONSERVATION

2061 Old Highway 2, RR#2,
Belleville, ON K8N 4Z2

quinteconservation.ca
(613) 968-3434 or (613) 354-3312
info@quinteconservation.ca



Watershed Municipalities

City of Belleville
City of Quinte West
County of Prince Edward
Loyalist Township
Madoc Township
Municipality of Centre Hastings
Municipality of Marmora and Lake
Municipality of Tweed
Town of Deseronto
Town of Greater Napanee
Township of Addington Highlands
Township of Central Frontenac
Township of North Frontenac
Township of South Frontenac
Township of Stirling-Rawdon
Township of Stone Mills
Township of Tudor and Cashel
Township of Tyendinaga

Stirling-Rawdon and District Recreation Centre

Account Number/Descriptions	2023 Budget	2023 Actual - Nov. 22, 2023	2024 Budget	2024 Budget Notes
0-400 Ice Rentals	162,500.00	115,661.27	183,700.00	Men's increase to \$154 and Youth to \$121
0-401 Ice Family/Pub Skate	2,500.00	825.00	2,500.00	sign rental and family skate
0-402 Surface	15,000.00	14,078.18	17,000.00	Surface increase \$67.80 to \$70.50
0-403 Hall	0.00	0.00	0.00	
0-404 Canteen	4,336.00	3,716.82	4,336.00	two years left on present contract
0-405 Curling Club	25,000.00	23,898.90	25,000.00	
0-406 Room Rental	5,300.00	5,300.00	5,300.00	
0-407 Sign Rental	13,100.00	4,775.00	13,100.00	
0-408 Skate Sharpener	500.00	500.00	500.00	
0-409 Phone Receipts	791.00	0.00	791.00	Bell Canada - internet extender
0-410 Miscellaneous	0.00	0.00	0.00	
0-411 Lions Club	500.00	0.00	500.00	charge for garbage, etc.
0-412 Municipal Contributions	298,402.00	298,402.00	229,278.00	pending surplus/deficit
0-413 Investment Income	1,000.00	4,184.97	2,500.00	interest earned rates unknown
0-414 Donations	1,500.00	1,500.00	1,500.00	Lions club
0-415 Village Loans	0.00	0.00	0.00	
0-416 Surplus Previous Year	0.00	0.00	0.00	depending on year end
0-417 Insurance Proceeds	0.00	0.00	0.00	
0-418 Pepsi Revenue	0.00	0.00	0.00	
0-419 Contributions from Reserve	0.00	0.00	0.00	
0-420 Contributions from funds - ca	0.00	0.00	0.00	
Total Revenue	530,429.00	472,842.14	486,005.00	
0-500 General Administration	2,000.00	887.07	2,000.00	
0-501 Payroll	220,000.00	177,407.79	228,500.00	
0-502 Hydro	100,000.00	59,479.89	100,000.00	
0-503 Propane	3,000.00	2,264.35	3,000.00	
0-504 Cleaning Supplies	0.00	0.00	0.00	
0-505 Maintenance	42,000.00	50,503.66	50,000.00	
0-506 Alarm System Mtce.	755.00	753.00	755.00	
0-507 Union Gas/Union Energy	10,000.00	7,123.31	12,000.00	
0-508 Miscellaneous	0.00	7.00	0.00	
0-509 Snow Removal	10,000.00	7,212.50	10,000.00	two more years left with present contract
0-510 Specials	0.00	0.00	0.00	
0-511 Capital Expenditures	0.00	0.00	0.00	
0-512 Insurance	48,000.00	48,000.00	48,000.00	pending renewal
0-513 Cable	850.00	847.90	850.00	
0-514 Working Capital Reserve	15,000.00	15,000.00	15,000.00	
0-515 Loan Payments	0.00	0.00	0.00	
0-516 Uncollectable Expense	0.00	0.00	0.00	
0-517 Deficit from Previous Year	61,374.00	61,373.54	0.00	depending on year end
0-518 Pepsi Expense	0.00	0.00	0.00	
0-519 Phone	2,000.00	1,356.15	2,000.00	
0-520 Audit	3,000.00	0.00	3,000.00	
0-521 Training	750.00	0.00	2,500.00	
0-522 Water/Sewer	11,000.00	16,815.40	8,000.00	
0-523 Memberships/Licencing	700.00	179.97	400.00	
Total Expenditures	530,429.00	449,211.53	486,005.00	

2024		<u>General Levy</u>	<u>Capital Reserve</u>	<u>2024 total</u>	
Stirling-Rawdon	38.29%	\$ 82,047.05	\$ 5,743.50	\$	87,790.55
Quinte West	32.52%	\$ 69,683.21	\$ 4,878.00	\$	74,561.21
City of Belleville	24.12%	\$ 51,683.85	\$ 3,618.00	\$	55,301.85
Centre Hastings	5.07%	\$ 10,863.89	\$ 760.50	\$	11,624.39
		\$ 214,278.00	\$ 15,000.00	\$	229,278.00
2023		<u>General Levy</u>	<u>Capital Reserve</u>	<u>Deficit</u>	<u>2023 Total</u>
Stirling-Rawdon	38.29%	\$ 85,014.52	\$ 5,743.50	\$ 23,500.10	\$ 114,258.13
Quinte West	32.52%	\$ 72,203.51	\$ 4,878.00	\$ 19,958.82	\$ 97,040.33
City of Belleville	24.12%	\$ 53,553.15	\$ 3,618.00	\$ 14,803.41	\$ 71,974.56
Centre Hastings	5.07%	\$ 11,256.82	\$ 760.50	\$ 3,111.66	\$ 15,128.98
		\$ 222,028.00	\$ 15,000.00	\$ 61,374.00	\$ 298,402.00



Quinte Arts Council
36 Bridge St E Belleville ON
613 962 1232

w: quinteartscouncil.org

fb: [@QuinteArtsCouncil](https://www.facebook.com/QuinteArtsCouncil)

insta: [@qac1967](https://www.instagram.com/qac1967)

tw: <https://twitter.com/QAC1967>

Investments in Arts and Culture is an investment in all residents

Dear Mayor Ellis, Councillors, friends and neighbours,

Belleville's cultural sector understands the difficult challenge Councillors are facing—keeping the tax increase affordable for residents while investing in City services areas of high need.

Culture is also feeling this challenge.

Even with an increase of the City's Arts and Cultural Grant Funding Envelope in 2019, from \$25,000 to \$50,000, sustainability and growth will remain an ongoing challenge. The Arts and Culture Fund invests in all types of culture: heritage, arts groups, festivals, and independent artists of all kinds. The City has done incredible work in recent years with the programs this fund supports.

Looking to the future, cultural organizations are asking themselves: how can funding programs grow to invest in new priorities and historically underrepresented groups while also ensuring sector stability and growth to the many cultural organizations who rely on this funding to deliver their programs and services to residents?

The arts & culture sector contributes significantly to our City, in economic returns and providing jobs and innovation, and equally in delivering important social services, community engagement, programs and events to residents and tourists. Cultural leaders and creative people are entrepreneurs who drive innovation. Culture makes Belleville a vibrant place to live, work, play, visit and do business.

Growth in the City's cultural initiatives and the Arts and Culture Fund, will be key to talent attraction and retention for the region—growing opportunities for artists, techs, and cultural workers to build careers here in Belleville; this is essential to the economic and social impacts of culture-making.

Council also wants to make Belleville a liveable and safe place for all. Culture makes Belleville a place where we all want to live. It animates our neighbourhoods and contributes to public safety. It inspires our children to be creative and grow. It transforms lives. Yet, only .00003% of the City's total budget went towards the Arts and Culture Fund supporting local

organizations and professional artists in the 2023 funding year. For this and other reasons outlined above, the Quinte Arts Council is asking that for the 2024 Budget, Council:

- Increase operating funding to Quinte Arts Council by \$5000 per year over the next 5 years.
- Approve a minimum 2.5% increase to overall Cultural Funding Envelope
- Appoint the QAC to administer the Arts and Culture Fund, saving City resources and keeping the decision within the arts and culture community (with a City Councillor appointed to committee decision making body).
- Prioritize development of the Municipal Culture Plan.

We urge you to grow the important investments you are making in our community. Culture is needed and a key part of making Belleville a vibrant, liveable and inclusive place.

Thank you for your time and consideration,

Quinte Arts Council

Janet Jarrell, Executive Director

Brit Johnston, Chair, Board of Directors

A handwritten signature in blue ink, appearing to be 'Janet Jarrell', with a large, stylized flourish at the beginning.



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

**SUPPORTING INFORMATION FOR THE CALCULATION OF 2024
PROPERTY ASSESSMENT SERVICES AND SUPPORT COSTS**

Municipality	City of Belleville			
Legislated Cost Recovery Formula	= $\frac{(A+B)}{2} \times C$			
	City of Belleville	Province	Municipality's Share	% Change
Assessment Value (A)				
2024	6,723,483,245	\$3,137,961,380,222	0.2143%	
2023	6,645,176,445	\$3,086,433,080,578	0.2153%	-0.48%
Property Count (B)				
2024	21,329	5,612,845	0.3800%	
2023	21,098	5,547,280	0.3803%	-0.09%
MPAC Cost Recovery (C)	2024	2023	% Change	
Average of (A) and (B)	\$219,431,945.34 0.2971%	\$214,918,653.61 0.2978%	2.10% -0.23%	
Municipality's Share of Levy	\$652,004.88	\$640,063.56	1.87%	
Quarterly Payment	\$163,001.22			

* **A** is the Municipality's share of the total province's assessment value.

* **B** is the Municipality's share of the total province's property count.

* **C** is the total amount required by MPAC from all municipalities in the province as a payment for service.

**Main Office – Belleville**

179 North Park Street, Belleville, ON K8P 4P1

T: 613-966-5500 | 1-800-267-2803 | **F:** 613-966-9418**TTY:** 711 or 1-800-267-6511hpePublicHealth.ca

January 9, 2024

Mr. Rod Bovay,
Chief Administrative Officer
Corporation of the City of Belleville
169 Front Street
Belleville, ON K8N 2Y8

Via email: rbovay@belleville.ca

Dear Mr. Bovay:

Re: 2024 Health Unit Budget and Municipal Levy Assessment

The Board of Health for Hastings Prince Edward Public Health approved the 2024 Budget in December, 2023.

In accordance with Section 72(5) of the *Health Protection and Promotion Act*, notice is hereby provided that the 2024 Budget for the Board of Health is set at \$15,022,700 for Ministry of Health cost shared programs.

As per the Accountability Agreement, the Ministry of Health is providing the required base funding of \$10,614,900. The Board of Health has approved a transfer from Municipal Reserves of \$459,000 to balance the 2024 budget, while maintaining as many staffing positions as possible.

Based on the 2021 Statistics Canada population figures, your share of the 2024 levy is \$1,238,351.80. Invoices are attached for the quarterly payments.

If you have any questions, please contact me at 613-966-5500 ext. 336 or at djohnston@hpeph.ca.

Yours sincerely,

A handwritten signature in black ink, appearing to read "David Johnston", with a long horizontal flourish extending to the right.

David Johnston
Director of Corporate Services

cc: Brandon Ferguson, Treasurer/Director, Finance
Via email: bferguson@belleville.ca

North Hastings

1P Manor Ln., L1-024, PO Box 99, Bancroft, ON K0L 1C0
T: 613-966-5500 | **F:** 613-332-5418

Prince Edward County

Suite 1, 35 Bridge St., Picton, ON K0K 2T0
T: 613-966-5500 | **F:** 613-476-2919

Quinte West

499 Dundas St. W., Trenton, ON K8V 6C4
T: 613-966-5500 | **F:** 613-965-6535



HASTINGS PRINCE EDWARD
Public Health

2024 BUDGET PACKAGE

For Finance Committee Approval November 22, 2023

HASTINGS PRINCE EDWARD PUBLIC HEALTH

2024 BUDGET- Executive Summary

For Finance Committee Approval November 22, 2023

The 2024 budget was developed to maximize service delivery of crucial public health programs to the community, while acknowledging the reality of recent changes to Ministry of Health (MoH) funding. In addition, budget plans reflect recent news that local public health units are likely to engage in mergers in late 2024, early 2025.

Strategic Direction – With the initiation of merger discussions, Hastings Prince Edward Public Health (HPEPH) has decided to extend its current strategic plan for one further year into 2024. The ministry has also announced a review of the public health standards, which may impact the nature of public health operations. As a result, continuity of core public health services remains a priority over the development of new programming.

Technology – Cybersecurity continues to be a crucial consideration for public health. HPEPH has implemented a comprehensive suite of cyber security tools and policies to help ensure safe and stable networks. Further, physical risks to IT hardware (fire, flood, etc.) are being mitigated in 2023/24 by co-locating our servers to an off-site data centre. With hybrid work and virtual meetings normalized, ongoing investments in IT support are vital for operational efficiency and continuity of operations.

Key Revenue Highlights and Assumptions:

- Revenues from the provincial ministries and federal agencies have been impacted by several recent changes. The MoH has announced a return to the 75/25 funding formula with municipalities and has committed to an annual growth increase to funding of 1% for 2023, 2024 and 2025 respectively. The ministry has also announced limits to one-time funding requests, the end of COVID-19 specific funding and, the end of funding specific to school-focused nurses. These changes require HPEPH to make several adjustments in its approach to planning and budgeting.
- HPEPH is requesting a levy increase of 4.63% from municipalities for the 2024 budget year. This increase, along with access to operational reserves will ensure that reasonable service and staffing levels are maintained in 2024, as we prepare for potential amalgamations.
- To balance the 2024 budget and retain full-time equivalent staff (FTEs), HPEPH is seeking the use of operational reserves. Reserves will remain above the minimum values outlined in our financial policies.

Key Expenditure Highlights and Assumptions:

- The 2024 budget will address significant inflationary impacts to the cost of maintaining program delivery. Post-bargaining wage adjustments, increased costs for employee benefits, significant increases to insurance costs (20%+) and increases to the cost of supplies will exceed the MoH 1% budget increase.
- To maintain current operations within available budget, HPEPH anticipates a reduction of six FTEs. The reduction of FTEs is accomplished through expiring employment contracts and the attrition of staff through retirements. These changes include FTE loss at the management level, which will be accomplished through restructuring and redistribution of some management portfolios.
- Investments in staff training at the program level, and training for the purposes of safety and compliance (e.g., WHIMIS), have been maintained. However, large investments in overarching organizational training have been greatly reduced from prior years. Instead, in 2024 HPEPH will focus on the deeper implementation of prior training investments (e.g., LEADS, Crucial Conversations).

Throughout 2024, HPEPH will remain dedicated to providing efficient, high-quality, and impactful public health services to our community as we pursue organizational synergies in the process of Strengthening Public Health.

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2023 Forecast Actuals & 2024 Proposed BUDGET
For Finance Committee Approval November 22, 2023

	2023 Forecast Actuals	2023 Board of Health Approved Budget	2023 Variance Budget vs Actual	2024 Proposed Budget	Variance (2024 Proposed Budget vs 2023 Approved Budget)	% Variance
REVENUES						
1 Ministry of Health						
a) Mandatory Programs - Cost shared	9,366,550	9,436,252	(69,702)	10,614,900	1,178,648	12%
b) 100% Programs - Seniors Dental Program	1,275,450	1,307,200	(31,750)	1,597,000	289,800	22%
c) Annual Grants and One-Time Grants	500,000	500,000	-	108,000	(392,000)	-78%
d) Mitigation Funding	1,120,000	1,120,000	-	-	(1,120,000)	-100%
e) COVID-19 Extraordinary Funding	295,000	290,000	5,000	-	(290,000)	-100%
2 Municipal Levy	4,304,107	4,304,107	-	3,798,300	(505,807)	-11.8%
a) Municipal Levy Mitigation Funding	(674,000)	(674,000)	-	-	674,000	-100.0%
3 Ministry of Children, Community & Social Services	1,160,543	1,160,543	-	1,160,543	-	0.0%
4 Public Health Agency of Canada	-	89,988	(89,988)	-	(89,988)	-100%
5 Health Canada	39,000	39,000	-	39,000	-	0%
6 Expenditure Recoveries	142,569	122,700	19,869	150,500	27,800	23%
7 Transfer from Municipal Reserves	-	-	-	459,000	459,000	0%
TOTAL REVENUES	17,529,219	17,695,790	(166,571)	17,927,243	231,453	1.3%
EXPENSES						
1 Salaries & Wages	10,444,615	10,686,790	(242,175)	10,791,743	104,953	1.0%
2 Employee Benefits	2,939,690	3,014,000	(74,310)	3,113,000	99,000	3.3%
3 Staff Training	139,323	202,000	(62,677)	174,000	(28,000)	-13.9%
4 Travel Expenses	149,331	178,000	(28,669)	166,000	(12,000)	-6.7%
5 Building Occupancy	1,031,949	1,052,000	(20,051)	1,032,000	(20,000)	-1.9%
6 Office Expenses, Printing, Postage	69,723	65,000	4,723	65,000	-	0.0%
7 Program Materials, Supplies	475,290	437,000	38,290	361,000	(76,000)	-17.4%
8 Professional & Purchased Services	1,124,307	1,092,000	32,307	1,265,000	173,000	15.8%
9 Communication Costs	120,675	129,000	(8,325)	121,500	(7,500)	-5.8%
10 Information Technology	597,217	550,000	47,217	578,000	28,000	5.1%
11 Capital Expenditures	87,952	30,000	57,952	-	(30,000)	
12 Transfer to Capital/Operating Funds	260,000	260,000	-	260,000	-	
TOTAL EXPENSES	17,440,072	17,695,790	(255,718)	17,927,243	231,453	1.3%
SURPLUS/DEFICIT	89,147	-	89,147	(0)	(0)	

ANALYSIS OF SURPLUS BALANCE

MOH Grant Funds	
MOH Grant Fund Deferrals to March 2024	70,938
Federal Programs Deferrals to March 2024	18,209
	<u>89,147</u>

HASTINGS PRINCE EDWARD PUBLIC HEALTH
Budgeted Revenues - For the period January 1, 2024 to December 31, 2024
For Finance Committee Approval November 22, 2023

Revenue Source	Ministry of Health		TOTAL Ministry of Health Programs	Other Grants & Contracts			TOTAL Other Grants & Contracts	Consolidated Budget
	Mandatory Programs	100% Seniors Dental Program		Ministry of Health	Healthy Babies Healthy Children	Federal Grants		
PROVINCIAL & MUNICIPAL FUNDING								
Ministry of Health								
Mandatory and 100% Programs	10,614,900	1,597,000	12,211,900				-	12,211,900
Annual and one-time grants			-	108,000			108,000	108,000
Mitigation Funding			-				-	-
COVID-19 Extraordinary Funding			-				-	-
Municipal Levy	3,798,300		3,798,300				-	3,798,300
Municipal Levy Mitigation Funding			-				-	-
Transfer from Municipal Reserves	459,000		459,000				-	459,000
Ministry of Children, Community & Social Services			-		1,160,543		1,160,543	1,160,543
TOTAL PROVINCIAL & MUNICIPAL GRANTS	14,872,200	1,597,000	16,469,200	108,000	1,160,543	-	1,268,543	17,737,743
FEDERAL FUNDING								
Public Health Agency of Canada							-	-
Health Canada						39,000	39,000	39,000
EXPENDITURE RECOVERIES								
Contraceptive Sales	5,000		5,000				-	5,000
OHIP Payments	10,800		10,800				-	10,800
Food Handler Course Registrations	-		-				-	-
Menactra Vaccine	20,000		20,000				-	20,000
Human Papilloma Virus (HPV) Vaccine	16,000		16,000				-	16,000
Flu Vaccine	3,000		3,000				-	3,000
Seniors Dental Program	38,000		38,000				-	38,000
Interest/Other	57,700		57,700				-	57,700
	150,500	-	150,500	-	-	39,000	39,000	189,500
TOTAL REVENUES	15,022,700	1,597,000	16,619,700	108,000	1,160,543	39,000	1,307,543	17,927,243

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2024 BUDGET - Explanatory Notes and Variance Analysis - REVENUES
For Finance Committee Approval November 22, 2023

	Approved Budget MoH/Board 2023	Budget 2024	Variance 2024 vs 2023
1. MINISTRY OF HEALTH			
a) <u>Mandatory Programs - Cost shared, change to 75/25</u>	\$ 9,389,800	\$ 10,614,900	\$ 1,225,100
<i>The Ministry of Health (MoH) issues an accountability agreement each year outlining the terms of transfer payments to public health. In 2023, MoH announced a return to 75/25 funding levels. For 2024, the MoH has committed to 1% growth funding. The following program areas are covered by cost shared funding:</i>			
Foundational Standards			
Population Health Assessment			
Health Equity			
Effective Public Health Practice			
Emergency Management			
Program Standards			
Chronic Disease Prevention and Well-being			
Food Safety			
Healthy Environments			
Healthy Growth and Development			
Immunization			
Infectious and Communicable Diseases Prevention and Control			
Safe Water			
School Health			
Substance Use and Injury Prevention			
b) <u>100% Programs - Seniors Dental Program</u>	1,307,200	1,597,000	289,800
Total Ministry of Health Accountability Agreement	\$ 10,697,000	\$ 12,211,900	\$ 1,514,900
c) <u>Annual Grants and One-Time Grants</u>			
<i>A Compensation Grant is provided on an annual basis to offset the total compensation of the Medical Officer of Health. Funding will be requested for two students to complete their PHI Practicum at HPEPH over the summer of 2024.</i>			
<i>MOH Compensation Grant</i>	64,000	76,000	12,000
<i>Public Health Inspector Practicum Student</i>	20,000	32,000	12,000
<i>Purpose Built Vaccine Fridge</i>	12,000	-	(12,000)
<i>ISPA Catch up</i>	150,000	-	(150,000)
<i>Ontario Seniors Dental Care Program</i>	133,000	-	(133,000)
<i>COVID-19 School-Focused Nurses Initiative</i>	400,000	-	(400,000)
Total Annual and one-time funding Ministry of Health Grants	779,000	108,000	(671,000)
d) Mitigation Funding	1,120,000	-	(1,120,000)
<i>One-time funding to offset the increased costs to municipalities as a result of the 70% (provincial) and 30% (municipal) cost-sharing change for mandatory programs. Discontinued at December 31, 2023.</i>			
e) COVID-19 Extraordinary Funding	290,000	-	(290,000)
<i>One-time funding to offset extraordinary costs associated with COVID-19. Discontinued at December 31, 2023.</i>			

2. MUNICIPAL LEVY

Municipal levies have been increased in the 2024 budget by one per cent. However, this has been offset due to mitigation fund changes and the return to 75/25.

City of Belleville	1,403,259	1,238,352	(164,907)
City of Quinte West	1,186,391	1,046,970	(139,421)
Hastings County	1,059,496	934,987	(124,509)
Prince Edward County	654,961	577,992	(76,969)
	<u>4,304,107</u>	<u>3,798,300</u>	<u>(505,807)</u>

a) MUNICIPAL LEVY MITIGATION FUNDING ADJUSTMENT

Provincial funding distribution of mitigation funds.

City of Belleville	(219,743)	-	219,743
City of Quinte West	(185,782)	-	185,782
Hastings County	(165,911)	-	165,911
Prince Edward County	(102,563)	-	102,563
	<u>(673,999)</u>	<u>-</u>	<u>673,999</u>

3. MINISTRY OF CHILDREN, COMMUNITY & SOCIAL SERVICES

MCCSS funds the Healthy Babies, Healthy Children program; no increase is anticipated for this contract. The HBHC contract is based on a March 31 fiscal year.

1,160,543	1,160,543	-
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4. PUBLIC HEALTH AGENCY OF CANADA (PHAC)

HPEPH stopped offering the Canadian Prenatal Nutrition Program (CPNP) after COVID. CPNP was replaced with the Nurse Family Partnership (NFP). The internationally recognized NFP program is expected to have a more significant impact across the community. NFP program resources and training are shared between numerous local public health units.

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5. HEALTH CANADA

Health Canada funds the Children's Oral Health Program (COHP); no increase is anticipated for this contract. The program has a March 31 fiscal year.

39,000	39,000	-
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6. EXPENDITURE RECOVERIES

Expenditure recoveries include OHIP reimbursements, vaccine recoveries, seniors dental recoveries, contraceptives and interest earnings on transfer payments. Recoveries are slowly increasing as we return to pre-COVID levels of operation.

122,700	150,500	27,800
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7. TRANSFER FROM RESERVES

200,000	459,000	259,000
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TOTAL BUDGETED REVENUES

<u>\$ 18,712,350</u>	<u>\$ 17,927,243</u>	<u>\$ (785,107)</u>
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HASTINGS PRINCE EDWARD PUBLIC HEALTH
Budgeted Expenses - For the period January 1, 2024 to December 31, 2024
For Finance Committee Approval November 22, 2023

Expense Item	Ministry of Health	Other Grants & Contracts			TOTAL Other Grants & Contracts	Consolidated Budget
	Mandatory, Related and 100% Programs	Annual Grants and one-time grants	Healthy Babies Healthy Children	Federal Grants		
Salaries & Wages	9,854,069	100,760	810,307	26,607	937,674	10,791,743
Employee Benefits	2,868,531	7,240	228,936	8,293	244,469	3,113,000
Staff Training	171,000	-	3,000	-	3,000	174,000
Travel Expenses	140,000	-	25,000	1,000	26,000	166,000
Building Occupancy	989,700	-	42,300	-	42,300	1,032,000
Office Expenses, Printing, Postage	63,000	-	2,000	-	2,000	65,000
Program Materials, Supplies	356,000	-	4,000	1,000	5,000	361,000
Professional & Purchased Services	1,260,900	-	2,000	2,100	4,100	1,265,000
Communication Costs	110,600	-	10,900	-	10,900	121,500
Information Technology	545,900	-	32,100	-	32,100	578,000
Capital Expenditures	-	-	-	-	-	-
Transfer to Capital/Operating Funds	260,000	-	-	-	-	260,000
TOTAL EXPENDITURES	16,619,700	108,000	1,160,543	39,000	1,307,543	17,927,243

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2024 BUDGET - Explanatory Notes and Variance Analysis - EXPENSES
For Finance Committee Approval November 22, 2023

1. SALARIES & WAGES

The 2024 budget is prepared with an expectation that HPEPH will explore merger options.

This budget represents 126 full-time equivalent (FTE) positions, which is a reduction of 6 FTEs from 2023. The reduction of FTEs is accomplished by not replacing all leaves, and the attrition of staff through retirements. There are no anticipated overtime expenses included.

2. EMPLOYEE BENEFITS

Employee benefits are expected to increase at a significant rate due to the rising expense of group benefits. Overall, benefits amount to 28 per cent of salaries. This includes statutory benefits (CPP, EI, EHT and WSIB), OMERS pension plan contributions, group health, dental and life insurance and a per cent in lieu for part-time and contract staff.

3. STAFF TRAINING

The 2024 budget shows a reduction in corporate training as we focus on deeper implementation of prior training investments (LEADS, Crucial Conversations). Training required for program delivery (e.g., NFP, equity, etc.) and compliance training (e.g., WHIMIS) remain intact.

4. TRAVEL EXPENSES

Travel expenses account for staff travel throughout Hastings and Prince Edward Counties to deliver services including the inspection of food and water premises, immunization and dental clinics in the community and home visits. We are expecting a continued reduction in travel expenses; however, program enhancements and the addition of a mobile dental clinic will offset savings.

5. BUILDING OCCUPANCY

Building occupancy expenses include the building loan, leases, maintenance costs, cleaning services and supplies for all locations of the organization. Inflationary increases are forecast to all ongoing maintenance costs.

6. OFFICE EXPENSES, PRINTING, POSTAGE

Office expenses are expected to remain steady for 2024. We anticipate continued high postage expenses as we catch up on school immunizations.

7. PROGRAM MATERIALS, SUPPLIES

Program materials and supplies budget has decreased based on individual program plans and expectations for 2024. The Ministry of Health recently announced additional Harm Reduction supply availability from the province which has an impact to expenses within this program.

8. PROFESSIONAL & PURCHASED SERVICES

Similar to previous years, the majority of budget for professional and purchased services reflects dental, denturist and lab fees in the Seniors Dental program. The addition of information technology support contracts are reflected here.

9. COMMUNICATION COSTS

Continued savings in this area due to reductions in the need for mobile data support for program delivery.

10. INFORMATION TECHNOLOGY

There are some inflationary increases to service agreements. With the potential for mergers, we have limited our investments in network hardware for 2024 as we consider the potential alignment of technology with future partners. To address potential physical risks (fire, flood, etc.) to critical server hardware, they are being moved to an off-site data centre.

11. CAPITAL EXPENDITURES

There are no planned capital expenditures in 2024.

12. TRANSFER TO CAPITAL/OPERATING FUNDS

Transfers represent retainable funds that will be held for future building and/or critical service requirements as per the Accounting Practices Policy. Ongoing investment in these funds helps ensure continuity of service and availability of funds for future capital costs.