

Appendix A

Proposed 2025 Conservation Area User Fees

	2024 Fee After Tax (Rounded)	2025 Fee After Tax (Rounded)	Percentage Increase
DAY USE			
All Conservation Areas - Adult	\$8.50	\$9.00	6%
All Conservation Areas - Senior/Persons with a Disability	\$6.75	\$7.25	7%
All Conservation Areas - Child 4-12	\$3.75	\$4.00	7%
Pool (Per person)	\$2.75	\$2.75	0%
Auto Gate Admission	\$17.00	\$18.00	6%
ePass (Day Use: Belwood, Conestogo Lower Park, Guelph Lake, Rockwood, Pinehurst and Luther Marsh)	\$17.00	\$18.00	6%
ePass (Luther Marsh - Daily Hunt)	\$17.00	\$18.00	6%
Activities			
Mini Golf - Adult (Rockwood)	\$6.00	\$6.00	0%
Mini Golf - Child (Rockwood)	\$4.00	\$4.00	0%
Movie night (Shade's Mills)	\$17.00	\$18.00	6%
Elora Quarry			
Adult	\$11.00	\$11.75	7%
Senior/Persons with a disability	\$8.00	\$8.50	6%
Child	\$5.75	\$6.25	9%
Parking	\$15.00	\$16.75	12%
MEMBERSHIP			
Family Membership	\$160.00	\$160.00	0%
Senior / Persons with a disability	\$130.00	\$130.00	0%
Membership replacement	\$35.00	\$35.00	0%
Bulk membership discount (5+)	\$120.00	\$120.00	0%
NIGHTLY			
Rockwood			
Unserviced	\$49.50	\$51.00	3%
Serviced	\$59.00	\$60.50	3%
Serviced (sewer)	\$66.00	\$68.00	3%

Appendix A

Proposed 2025 Conservation Area User Fees

	2024 Fee After Tax (Rounded)	2025 Fee After Tax (Rounded)	Percentage Increase
Pinehurst Lake			
Unserviced	\$49.50	\$51.00	3%
Standard serviced	\$59.00	\$60.50	3%
Premium serviced	\$62.00	\$64.00	3%
Guelph Lake			
Unserviced	\$49.50	\$51.00	3%
Serviced	\$59.00	\$60.50	3%
Festival Sites - unserviced	\$198.00	\$200.00	1%
All Other CAs			
Unserviced	\$49.50	\$51.00	3%
Waterfront - unserviced - Brant, Byng, Laurel	\$54.50	\$56.50	4%
Waterfront (water only) Byng	New for 2025	\$58.50	0%
Serviced	\$59.00	\$60.50	3%
Sewer	\$66.00	\$68.00	3%
Elora Gorge			
Unserviced	\$49.50	\$51.00	3%
Serviced (Electricity)	\$53.00	\$54.50	3%
Serviced (Electricity and Water)	\$59.00	\$60.50	3%
Serviced (Electricity, Water and Sewer)	\$66.00	\$68.00	3%
GROUP CAMPING			
Elora Gorge, Laurel Creek, Pinehurst Lake and Rockwood			
Youth group camping only	\$80.00 + additional vehicle + per person fee	\$85.00 +child rate per person per night	6%
Brant, Byng Island, Conestogo Lake and Guelph Lake			
Group - unserviced	\$80.00 + additional vehicle + per person fee	\$85 + additional vehicle + per person fee	6%
Guelph Lake Island with Pavilion (Serviced)		\$400.00 + additional vehicle + per person fee	
Byng Island without Pavillion (Serviced)	\$125.00 + additional vehicle + per person fee	\$130.00 + additional vehicle + per person fee	4%
Byng Island including Pavillion (Serviced)	\$175.00 + additional vehicle + per person fee	\$180.00 + additional vehicle + per person fee	3%
Youth Group Rates (excluding Guelph Island)	\$80 plus additional vehicle and per person fee	\$85.00 +child rate per person per night	6%

Appendix A

Proposed 2025 Conservation Area User Fees

	2024 Fee After Tax (Rounded)	2025 Fee After Tax (Rounded)	Percentage Increase
SEASONAL			
Additional vehicle	\$115.00	\$119.00	3%
First time seasonal camper deposit	\$1,000.00	\$1,000.00	0%
Returning seasonal camper deposit	\$250.00	\$250.00	0%
Brant			
Standard Unserviced	\$2,259.00	\$2,417.00	7%
Premium Serviced Waterfront (Water only)	\$2,777.00	\$3,018.00	9%
Standard Serviced (Water only)	\$2,420.00	\$2,589.00	7%
Standard Serviced (Electricity and Water)	\$3,063.00	\$3,278.00	7%
Premium serviced (Electricity, Water and Sewer)	\$3,633.00	\$3,887.00	7%
Byng Island			
Unserviced	\$2,259.00	\$2,417.00	7%
Premium unserviced (waterfront)	\$2,777.00	\$2,972.00	7%
Standard Serviced (Water only)	\$2,420.00	\$2,589.00	7%
Premium Serviced Waterfront (Water only)	\$2,820.00	\$3,018.00	7%
Standard Serviced (Electricity and Water)	\$3,224.00	\$3,450.00	7%
Premium Serviced Waterfront (Electricity and Water)	\$3,670.00	\$3,927.00	7%
Conestogo Lake			
Unserviced	\$2,259.00	\$2,417.00	7%
Standard Serviced (Electricity and Water)	\$2,779.00	\$3,058.00	10%
Elora			
Standard Serviced (Electricity and Water)	\$3,063.00	\$3,278.00	7%
Premium serviced (Electricity, Water and Sewer)	\$3,633.00	\$3,887.00	7%
Guelph Lake			
Premium unserviced (waterfront)	\$2,777.00	\$2,972.00	7%
Standard Serviced (Electricity and Water)	\$3,063.00	\$3,278.00	7%
Laurel Creek			
Standard Serviced (Electricity and Water)	\$3,063.00	\$3,278.00	7%
Pinehurst Lake			
Unserviced	\$2,259.00	\$2,417.00	7%
Standard Serviced (Electricity and Water)	\$3,063.00	\$3,278.00	7%

Appendix A

Proposed 2025 Conservation Area User Fees

	2024 Fee After Tax (Rounded)	2025 Fee After Tax (Rounded)	Percentage Increase
ADDITIONAL CAMPING FEES			
Cancellation fee	\$15.00	\$15.00	0%
Reservation fee	\$13.00	\$13.00	0%
Extra vehicle (AVP)	\$17.00	\$18.00	6%
Modification fee	\$8.00	\$8.00	0%
VENDING ITEMS			
Ice	\$4.00	\$4.00	0%
Worms	\$5.25	\$5.25	0%
Fire starter	\$1.50	\$1.50	0%
Firewood - regular	\$10.00	\$10.50	5%
Waterproof bags	\$25.00	\$25.00	0%
BOAT & TUBING RENTALS			
Life Jacket Rentals	No Fee Loaner program at CAs		
Belwood Lake			
Boat Launch	\$13.50	\$14.00	4%
Season Pass	\$110.00	\$115.00	5%
Snowmobile/ATV/ for access to Ice Fishing launch	\$3.00	\$3.25	8%
Byng Island			
Canoe/kayak - 1 hour	\$20.50	\$21.50	5%
Canoe/kayak - 4 hour	\$51.50	\$53.00	3%
Canoe/kayak - 8 hour	\$82.50	\$85.00	3%
Conestogo Lake			
Daily boat launch	\$13.50	\$14.00	4%
Daily launch season pass	\$110.00	\$115.00	5%
Elora Gorge			
Tubing registration	\$20.00	\$21.00	5%
Complete tubing package	\$54.00	\$54.00	0%
Laurel Creek			
Canoe (4 hour rental)	\$51.50	\$53.00	3%
Canoe (8 hour rental)	\$82.50	\$85.00	3%
Pinehurst Lake			
Canoe/double kayak/peddleboat (1 hour rental)	\$20.50	\$21.50	5%
4 hour Rental	\$51.50	\$53.00	3%
Rockwood			
Canoe / Kayak (1 hour rental)	\$25.00	\$26.00	4%

Appendix A

Proposed 2025 Conservation Area User Fees

	2024 Fee After Tax (Rounded)	2025 Fee After Tax (Rounded)	Percentage Increase
WINTER EQUIPMENT RENTALS			
Shade's Mills/Pinehurst Lake			
Ski boots (adult)	\$8.75	\$9.00	3%
Ski boots (child)	\$6.75	\$7.00	4%
Ski poles (adult)	\$8.75	\$9.00	3%
Ski poles (child)	\$6.75	\$7.00	4%
Skis (adult)	\$12.75	\$13.25	4%
Skis (child)	\$6.75	\$7.00	4%
Full ski set (skis, poles, boots) (adult)	\$24.75	\$25.50	3%
Full ski set (skis, poles, boots) (child)	\$18.50	\$19.00	3%
Snowshoes (adult & child) Laurel Creek	\$16.50	\$17.00	3%
FACILITY RENTALS			
Brant			
Grand Pavilion	\$128.75	\$132.50	3%
Parkview Pavilion	\$103.00	\$106.50	3%
Picnic areas	\$41.25	\$42.50	3%
Byng Island			
Pavilion	\$180.00	\$185.50	3%
Conestogo Lake			
Pavilion	\$72.00	\$75.00	4%
Elora Gorge			
Kay Marston Pavilion A	\$250.00	\$260.00	4%
Kay Marston Pavilion B	\$250.00	\$260.00	4%
Kay Marston Pavilion - entire	\$500.00	\$515.00	3%
Guelph Lake			
Sandy Bay Pavilion	Not rented in 2023, 2024	\$106.50	
Sunrise Pavilion		\$106.50	
Laurel Creek			
Critter shelter	\$180.00	\$185.00	3%
Lakeview Shelter	\$123.50	\$130.00	5%
Baseball shelter	\$103.00	\$106.50	3%
Pinehurst Lake			
Sutor Shelter	\$123.50	\$127.50	3%
White Oaks Shelter	\$82.50	\$85.00	3%
Sunset Shelter	\$51.50	\$53.00	3%

Appendix A

Proposed 2025 Conservation Area User Fees

	2024 Fee After Tax (Rounded)	2025 Fee After Tax (Rounded)	Percentage Increase
Shade's Mills			
Beach/Diamond/Trailer Shelter	\$123.50	\$127.50	3%
Chalet Shelter	\$257.50	\$265.50	3%
HUNTING			
Luther Marsh			
Day Pass	\$17.00	\$18.00	6%
Opening day of Migratory Birds	\$25.00	\$27.50	10%
Seasonal hunting pass	\$360.00	\$370.00	3%
Migratory Birds/Small Game - No Turkey	\$175.00	\$180.00	3%
Deer Archery Only	\$165.00	\$170.00	3%
Deer/Fall Turkey	\$206.00	\$220.00	7%
Belwood Lake			
Seasonal hunting pass: Migratory Birds/Deer/Small Game/Fall Turkey	\$309.00	\$320.00	4%
Deer/Fall Turkey	\$206.00	\$220.00	7%
Deer Archery Only	\$165.00	\$170.00	3%
18 Misc. properties			
Season pass	\$124.00	\$140.00	13%
Conestogo			
Seasonal hunt	\$360.00	\$370.00	3%
Archery only	\$165.00	\$170.00	3%
Deer/Fall Turkey	\$258.00	\$265.00	3%
Migratory Birds/Small Game - No Turkey	\$175.00	\$180.00	3%
MISC. & OTHER FEES			
Dumping station fee (excluding Rockwood)	\$25.00	\$25.00	0%
Trailer storage - per month (Laurel + Guelph)	\$77.25	\$80.00	4%
Trailer storage - 6 months (Elora + Guelph + Laurel + Byng)	\$309.00	\$350.00	13%
Deposits for amenity rentals range from \$10-\$100 depending on the item rented			
Access agreements			
Access agreements, events and filming contracts also contribute to annual park revenue. Fees vary upon event are not included in the above fee schedule, however prices reflect market value.			
Admin fee	\$75.00	\$75.00	0%
site fee	Superintendent discretion based on similar events at other GRCA Conservation Areas		
municipal partners training (provincial, federal, mnr, fire fighters)	\$0.00	\$0.00	0%
per person	Superintendent discretion based on similar agreements at other GRCA Conservation Areas		

Grand River Conservation Authority Fee Policy



Approval Date: ~~April 26~~ October 25, 2024

Effective Date: October 25 ~~April 26~~, 2024

Table of Contents

Legislative Framework and Background	1
Guiding Principles	2
Programs and Services - Implementation	2
1. Outdoor Environmental Education	2
2. Conservation Areas	2
3. Planning and Regulations	4
4. Tree Nursery	5
5. Conservation Lands	6
Policy Review Process and Frequency	7
Public Notification	7
Date of Effect and Transition	7
References	7

Commented [KA1]: What about deposits and cancellation fees?

Legislative Framework and Background

This Fee Policy has been prepared to satisfy the requirement for conservation authorities to have a policy for the fees charged for Authority programs and services, as described in Section 21.2 of the Conservation Authorities Act.

Since 1996, the Conservation Authorities Act empowered conservation authorities to charge fees for services approved by the Minister of Natural Resources. Section 21 (m.1) of the Conservation Authorities Act allowed for this collection of fees for the following services, where the service was not supported through provincial grant funding.

On January 1, 2023, the Conservation Authorities Act was amended by repealing 21 (1) (m.1) and enacting section 21.2 (1)-(12) "Fees for Programs and Services". Subsection (1) enables the Minister to determine the classes of programs and services in respect of which an authority may charge a fee and (2) requires the Minister to publish a list in a policy document. This list has been published through the 'Policy: Minister's list of classes of programs and services in respect of which conservation authorities (CAs) may charge a fee' on April 11, 2022, and replaces the 1997 'Policies and Procedures for the Charging of Conservation Authority Fees' which was approved by the Minister of Natural Resources and Forestry. Conservation authorities may only charge a fee for a program or service that it provides if it is included in this list. The Minister's list identifies that CAs may charge a fee for mandatory, municipal, and other programs and services where the user-pay principle is appropriate.

Guiding Principles

When updating existing fee schedules or establishing new fees, the following guiding principles will be considered:

- Fees will be established as per legislative requirements, the ability to operate and sustain programs and services, and reflect a user-pay principle;
- Fee increases will consider inflationary factors;
- Direct, indirect, and capital costs associated with the program or service may be included in the calculation of the overall cost;
- Fee schedules will be reviewed on an annual basis to inform the budget for the following year.

Programs and Services - Implementation

1. Outdoor Environmental Education

GRCA outdoor environmental education programs are funded by various sources including agreements with school boards, fees charged directly to school classes or other groups participating, and donations to the GRCA. GRCA reserves or surplus funds from other GRCA programs and services may also be a source of funding as directed by the GRCA's Board of Directors. The GRCA currently offers programs on-site at nature centres or conservation areas, off-site at schools or other locations determined by school boards or groups with which the GRCA has an agreement, or virtually.

This program includes fees for:

- School Programs delivered through agreements with school boards, individual schools, or other private school operators.
- Non-School Programs – community, group, or other outdoor education programs.

Fees - See Schedule 1

Factors in Determining Fees

- Cost to deliver the program
- Demand for the program (number of classes being delivered)
- User's ability to pay

Refunds/Fee Reconsideration

- Refunds are considered on a case-by-case basis should the GRCA be unable to deliver the service.

Discounts/Subsidies/Donations/Exemptions

- Agreements with school boards include the ability to add additional classes at a negotiated rate. Fees may be subsidized with donations from the GRCA based on the availability of funding and then assessed on a case-by-case basis.

Review Process

- Fees are reviewed and negotiated annually with school boards. Contracts cover the school year (September – August) and are negotiated in time for the subsequent school year.

Public Notification and Consultation Process

- Not applicable given that fees are established by negotiated individual contracts.

2. Conservation Areas

Conservation Areas provide various active recreational programs and services that are offered to the general public. These programs and services are pay-for-use and include:

- General Admission Fees – day use, membership, boat launch
- Activity/Equipment Fees – tubing, boating, cross-country skiing
- Camping Fees - seasonal camping, overnight camping, and additional vehicle fees
- Hunting Fees
- Facility Rental Fees
- Event/Access Fees

Fees – See Schedule 2

Factors in Determining Fees

Criteria for setting fees are:

- Fee comparisons to similar operations, including trends analysis;
- Anticipated operational expenses that will be incurred that will impact the budget;
- Trends in demand for specific programs and services
- Projected capital expenses

Refunds/ Fee Reconsideration/ Cancellation and Deposits

- ~~The GRCA has specific refund/deposit/cancellation policies related to the programs and services described in Fee Schedule 2. (Conservation Area). These are posted on GRCA's website and are outlined in the fee schedule.~~
- Refunds are considered on a case-by-case basis. All refunds may be subject to cancellation/service fees. –Items rented on-site or booked within a short rental period (e.g. next 7 days) will not be refunded (e.g., kayak rental, tubing experiences, mini-golf, cross-country ski equipment rentals, movie nights etc.). All refunds are at the discretion of the Manager of Conservation Area Operations.
- Deposits for amenity rentals (e.g., canoes, kayaks, tubing experience) with a dollar value above \$25 will be charged at the discretion of the Manager of Conservation Area Operations.

Refunds/Fee Reconsideration

- ~~Refunds are considered on a case-by-case basis.~~

Discounts/Subsidies/Donations/Exemptions

- Decisions related to offering discounts or donations for programs and services within Conservation Areas are aligned with the strategic priorities of the GRCA. This includes approving requests for discounts or donations from Community Partners and Community Groups, the GRCF, or community events that align with the strategic priorities
- Requests for donations or discounts must be accompanied by a Letter of Intent, outlining the scope of the event or initiative. Thirty days' notice is required to process requests. Requests that are approved will be awarded with a confirmation letter, outlining the terms of use for the discount or donation, and approval from the Manager of Conservation Area Operations
- Per the Accessibility Standards for Customer Service Regulation O.Reg.429/07 and the Ontario Human Rights Code, the Conservation Areas permit people with disabilities who use a support person to bring that person with them ~~when~~ accessing goods or services in premises open to the public or third parties, free of charge.

Review Process

- Conservation Area fees are reviewed annually by Conservation Area staff each fall, in preparation for the following year.

Public Notification and Consultation Process

- Following Board approval of fees, the new fees are updated on the GRCA's website. Seasonal campers receive an electronic copy of the fee schedule and policies annually.

Formatted: Space After: 0 pt

Formatted: Space After: 0 pt

Formatted: Space After: 6 pt

Formatted: Space After: 6 pt

Formatted: Space After: 6 pt

Other - Indigenous patrons at GRCA Conservation Areas

- Indigenous patrons who enter the Conservation Areas for the purpose of ceremony, the collection of vegetation for medicinal use, or to harvest animals within their treaty rights are not required to pay a fee to enter the conservation area or miscellaneous hunting area. Upon entry, Indigenous patrons entering for these reasons are asked to advise staff about the purpose of their visit. For entry related to hunting, access is limited to GRCA-authorized miscellaneous hunting properties, and a permit is required which can be obtained by contacting the GRCA Administration Centre.

3. Planning and Regulations

This program includes fees for:

- Permit Fees
- Inquiry Fees
- Plan Review Fees

Fees – See Schedule 3

Factors in Determining Fees

The GRCA administers ~~its fees to achieve a partial cost recovery for the program for~~ Planning and Regulations ~~to achieve a partial cost recovery for permit and planning program.~~

When reviewing the fee schedule, the following factors and data are considered:

- Analysis of trends in workload changes as a result of shifts in the development market and types of applications;
- Consultation with developers/municipalities about work effort, new planning/legislative requirements and streamlining;
- Complexity of applications and technical review required by staff;
- Review of fees for similar applications within watershed municipalities and adjacent Conservation Authorities;
- General overview of status of cost recovery [targets for certain services as established by the Board](#);
- Statistics related to number of applications and annual changes, where required;
- Level of service/review expectation for processing timing;
- Areas of improvement of level of service/staffing demands;
- Efficiency measures as required;
- Reserve fund requirements;
- Identification of specific/specialized municipal requirements;
- Trends in legal costs associated with compliance and appeals to the Ontario Lands Tribunal and other legal services.

Refunds/Fee Reconsideration

Application for an administrative review of a fee may be requested by a third party, either an individual, an organization, or an appointed representative. Requests for an administrative review must be in writing to the Chief Administrative Officer (or delegate) and specify the reason(s) for the request for review.

Upon reconsideration of a fee that was charged by the GRCA, the GRCA may:

- Order the person to pay the fee in the amount originally charged;
- Vary the amount of the fee originally charged, as the GRCA considers appropriate; or
- Order that no fee be charged for the program or service.

Formatted: Space After: 0 pt

Formatted: List Paragraph, Space After: 6 pt, Bulleted + Level: 1 + Aligned at: 0.25" + Indent at: 0.5"

If the third party is ordered to pay a fee and is not satisfied with this outcome, the third party may:

- Option 1 - Within 30 days of receipt of the reconsideration decision, an appeal may be requested to be directed to the GRCA Board of Directors. Once heard, the appeal will be dismissed or upheld through a resolution passed by the Board of Directors. The appellant will be notified of the Board's decision. If the party is not satisfied with the outcome, the party has the right to proceed with Option 2.
- Option 2- Pay the fee, indicating to the GRCA in writing that the fee is being paid under protest and within 30 days after payment of the fee, appeal the amount charged by the GRCA upon reconsideration to the Ontario Land Tribunal.

Formatted: Indent: Left: 0.29", Space After: 6 pt

If the GRCA fails to make a decision on the fee reconsideration request within 30 days of receipt, the third party may:

- Option 1 – A hearing may be requested to be directed to the GRCA Board of Directors for a decision. The Board of Directors may:
 - Order the person to pay the fee in the amount originally charged;
 - Vary the amount of the fee originally charged, as the GRCA considers appropriate; or
 - Order that no fee be charged for the program or service.The appellant will be notified accordingly of the Board's decision. If the party is not satisfied with the outcome, the party has the right to proceed with Option 2.
- Option 2 - Appeal the amount of the fee directly to the Ontario Lands Tribunal.

Formatted: Space After: 6 pt

Discounts/Subsidies/Donations/Exemptions

Exemptions for permit applications, Planning Act applications, inquiries, and site assessment fees will be considered for:

Non-profit conservation groups contributing to the protection and restoration of the natural environment, examples include but are not limited to: Ducks Unlimited, Nature Conservancy of Canada, Ontario Federation of Anglers and Hunters.

Review Process

- Permit and Planning fees are reviewed annually each fall, in preparation for the following year.

Public Notification and Consultation Process

- Proposed fees are reviewed with the GRCA-Homebuilder Liaison Committee in advance of approval by the Board. Following Board approval of fees, the new fees are updated on the GRCA's website.

4. Tree Nursery

The GRCA's nursery and tree planting programs are funded by fees charged for planting material (trees) and planting services, surplus funds from other GRCA programs and services, and periodically, donations are also received through the Grand River Conservation Foundation (GRCF).

Fees - See Schedule 4

Factors in Determining Fees

When reviewing the fee schedule, the following factors and data are considered:

- Analysis of operating costs (including seed processing, fertilization, soil care, irrigation, weed control, the length of time it takes to grow various tree species to saleable size, lifting trees,

packaging trees, transporting trees from our Nursery in Burford, sourcing trees from external commercial nurseries, transporting trees, storing trees in our cooler until they are distributed, and the distribution of all of these trees to tree planting contractors)

- Completing market comparators, including charges from other Conservations Authorities and retail nurseries
- Inflation
- Respond to infrequent/isolated requests related to tree sales (deliveries, plan reviews for external agencies, storage fees, and tree maintenance).
- From year to year, not all tree species are available. Tree planting costs are determined through an annual contractor Request For Proposal (RFP) process that occurs over the winter in preparation for the spring tree planting season.

Refunds/Fee Reconsideration:

- A non-refundable deposit of \$50.00 must accompany each order, which goes towards the final invoice.
- All requests are received through the Supervisor of Forestry Operations who will review the request and follow up as required.
- If the nursery cannot fulfill the order, or a customer requests a cancellation for their order one month before order fulfillment, a refund will be issued.

Discounts/Subsidies/Donations/Exemptions (including in-kind services)

- From time to time, tree stock has been overestimated which can result in excess stock. In this event, trees will be offered to watershed municipalities for their planting requirements.
- On the second Friday in May every year, the GRCA holds an end-of-season tree sale. All watershed residents are welcome to purchase trees at this tree sale on a first-come first-served basis. Trees sold at the sale are left over from the planting season, due to cancelled orders or stock overruns and are typically sold at a discount.
- The GRCA may donate trees as authorized by the Chief Administrative Officer.

Review Process

- Fees are reviewed annually in the late summer or early fall by Forestry Operations staff.

Public Notification and Consultation Process

- Following approval of fees, the new fees are updated on the GRCA's website and the online purchasing system.

5. Conservation Lands

This program includes fees for the following:

- Lease Agreements including commercial, agricultural, and residential leases
- Licence Agreements: to permit a third party to undertake an activity or program on GRCA property
- Encroachment Agreements: to permit an existing encroachment on GRCA property
- Easement agreements

Fees – not applicable; as negotiated

Factors in Determining Fees

- Applicable legislation and existing legal agreements.
- Negotiation with the third party(ies).
- Market evaluation
- Legal considerations.

Refunds/Fee Reconsideration

- Refunds are considered on a case-by-case basis and will be issued as outlined in the negotiated agreement with the party(ies).

Discounts/Subsidies/Donations/Exemptions

- Not applicable

Review Process

- Fees associated with a lease, licence, encroachment, and easement agreements are reviewed at the end of the term and re-negotiated by Property staff.

Public Notification and Consultation Process

- Not applicable given that fees are established by negotiated individual contracts.

Policy Review Process and Frequency

This Fee Policy and Schedules will be reviewed at least once per year by the GRCA Management Team. The Management Team will seek information regarding fees, from various sources, as identified in the implementation section above; and prepare a proposed revised Fee Schedule with a report to the Board of Directors regarding recommended changes, if applicable. The Fee Policy and Schedules are subject to the approval of the Board of Directors.

Once approved, the revised Fee Schedules to this policy will be published on the GRCA's website, and in other materials used by the public.

Public Notification

The public will be notified of any proposed changes to the Fee Policy or Fee Schedules, by way of posting a notice on the GRCA website's 'Governance' page that the Fee Schedule will be reviewed on an identified date, at an open meeting of the Authority's Board of Directors. Fees will be reviewed at least once per year and will be brought to the Board of Directors for review and approval if changes are proposed.

Date of Effect and Transition

This updated Fee Policy becomes effective as of ~~April 26~~October 25, 2024.

The update to this Fee Policy supersedes and replaces all previous fee policies and/or schedules.

References

This policy was developed using the following references:

- Conservation Authorities Act
- Policies and Procedures for the Charging of Conservation Authority Fees, established by the Ministry of Natural Resources (June 1997, updated March 1999)
- Conservation Ontario - Guideline for CA Fee Administration Policies for Plan Review and Permitting - June 24, 2019
- Conservation Ontario – Guidance on CA Fee Policies and Fee Schedules – September 13, 2022
- Policy: Minister's list of classes of programs and services in respect of which conservation authorities may charge a fee – April 11, 2022
- Fee Schedules

Appendix C

TITLE GRCA Fee Policy: Fee Schedule 1 – Outdoor Environmental Education Programs and Services
DEPARTMENT Strategic Communications and Environmental Education
APPROVED DATE October 25, 2024
EFFECTIVE DATE January 1, 2025

Table 1 –Outdoor Environmental Education User Fees

Program/Service	2025 Fee
Full Day School Program	\$600
Half Day School Program	\$300
Non-school program	\$100/hour (Service delivery, prep, clean up and travel time) plus expenses

*HST is in addition to the above-noted rates

Appendix D

TITLE	GRCA Fee Policy: Fee Schedule 2 – Conservation Area Programs and Services
DEPARTMENT	Conservation Areas
APPROVED DATE	October 25, 2024
EFFECTIVE DATE	January 1, 2025

Table 1: Proposed 2025 Day Use Admission Fees

Day Use Type	2025 Before Tax	2025 After Tax (rounded, as needed)
All Conservation Areas – Adult	\$7.95	\$9.00
All Conservation Areas – Senior/Persons with disability	\$6.47	\$7.25
All Conservation Areas – Child (4-12)	\$3.48	\$4.00
Pool (per person)	\$2.49	\$2.75
Auto Gate Admission	\$15.91	\$18.00
ePass (Day use: Belwood, Conestogo lower park, Guelph, Rockwood, Pinehurst, Luther Marsh)	\$15.91	\$18.00
ePass (Luther Marsh daily hunt)	\$15.91	\$18.00
Elora Quarry		
Elora Quarry – Adult	\$10.44	\$11.75
Elora Quarry – Senior/Persons with disability	\$7.46	\$8.50
Elora Quarry – Child	\$5.47	\$6.25
Elora Quarry – Parking	\$14.91	\$16.75

Table 2: Proposed 2025 Membership Fees

Membership Type	2025 Before Tax	2025 After Tax (rounded, as needed)
Family membership	\$141.59	\$160.00
Senior/disability	\$115.04	\$130.00
Membership replacement	\$30.97	\$35.00
Bulk membership discount (5+)	\$106.19	\$120.00

Table 3: Proposed 2025 Hunting Fees

Hunting	2025 Before Tax	2025 After Tax (rounded, as needed)
Belwood Lake		
Seasonal hunting pass: Migratory Birds/Deer/Small Game/Fall Turkey	\$281.65	\$320.00
Deer/Fall Turkey	\$187.77	\$220.00
Deer Archery Only	\$150.22	\$170.00
Conestogo Lake		
Seasonal hunt	\$328.59	\$370.00
Archery only	\$150.22	\$170.00
Deer/Fall Turkey	\$234.72	\$265.00
Migratory Birds/Small Game - No Turkey	\$159.60	\$180.00

Appendix D

Hunting	2025 Before Tax	2025 After Tax (rounded, as needed)
Luther Marsh		
Day Pass	\$15.76	\$18.00
Opening day of Migratory Birds	\$23.47	\$27.50
Seasonal hunting pass	\$328.60	\$370.00
Migratory Birds/Small Game - No Turkey	\$159.61	\$180.00
Deer Archery Only	\$150.22	\$170.00
Deer/Fall Turkey	\$187.77	\$220.00
18 Miscellaneous Properties		
Season pass	\$112.66	\$140.00

Table 4: Proposed 2025 Nightly Camping Rates

Conservation Area	2025 Before Tax	2025 After Tax (rounded, as needed)
Brant Park		
Unserviced	\$45.06	\$51.00
Premium Unserviced (waterfront)	\$49.76	\$56.50
Serviced (electricity/water)	\$53.52	\$60.50
Serviced (electricity/water/sewer)	\$60.09	\$68.00
Byng Island	2025 Before Tax	2025 After Tax
Unserviced	\$45.06	\$51.00
Premium Unserviced (waterfront)	\$49.76	\$56.50
Waterfront Serviced (water)	\$51.77	\$58.50
Serviced (electricity/water)	\$53.52	\$60.50
Conestogo Lake	2025 Before Tax	2025 After Tax
Unserviced	\$45.06	\$51.00
Serviced	\$53.52	\$60.50
Elora Gorge	2025 Before Tax	2025 After Tax
Unserviced	\$45.06	\$51.00
Serviced (electricity)	\$48.30	\$54.50
Serviced (electricity/water)	\$53.52	\$60.50
Serviced (electricity/water/sewer)	\$60.09	\$68.00
Guelph Lake	2025 Before Tax	2025 After Tax
Unserviced	\$45.06	\$51.00
Serviced (electricity/water)	\$53.52	\$60.50
Field Festival Sites - Unserviced	\$175.01	\$200.00
Laurel Creek	2025 Before Tax	2025 After Tax
Unserviced	\$45.06	\$51.00
Premium Unserviced (waterfront)	\$49.76	\$56.50
Serviced (electricity/water)	\$53.52	\$60.50

Appendix D

Conservation Area	<i>2025 Before Tax</i>	<i>2025 After Tax (rounded, as needed)</i>
<i>Pinehurst Lake</i>	<i>2025 Before Tax</i>	<i>2025 After Tax</i>
Unserviced	\$45.06	\$51.00
Standard Serviced (electricity/water)	\$53.52	\$60.50
<i>Rockwood</i>	<i>2025 Before Tax</i>	<i>2025 After Tax</i>
Unserviced	\$45.06	\$51.00
Serviced (electricity/water)	\$53.52	\$60.50
Serviced (electricity/water/sewer)	\$60.09	\$68.00

Table 5: Proposed 2025 Seasonal Camping Rates

Conservation Area	<i>2025 Before Tax</i>	<i>2025 After Tax (rounded, as needed)</i>
Additional vehicle	\$104.82	\$119.00
Seasonal deposit – first time seasonal camper	\$884.96	\$1,000.00
Seasonal deposit – returning seasonal camper	\$221.24	\$250.00
<i>Brant</i>	<i>2025 Before Tax</i>	<i>2025 After Tax</i>
Standard Unserviced	\$2,138.76	\$2,417.00
Premium unserviced (waterfront)	\$2,629.72	\$3,018.00
Serviced (water only)	\$2,291.13	\$2,589.00
Standard Serviced (electricity/water)	\$2,900.59	\$3,278.00
Premium Serviced (electricity/water/sewer)	\$3,439.70	\$3,887.00
<i>Byng Island</i>	<i>2025 Before Tax</i>	<i>2025 After Tax</i>
Unserviced	\$2,138.76	\$2,417.00
Premium unserviced (waterfront)	2,629.44	\$2,972.00
Serviced (water only)	\$2,291.13	\$2,589.00
Premium Serviced Waterfront (water only)	\$2,671.00	\$3,018.00
Standard Serviced (electricity/water)	\$3,052.96	\$3,450.00
Premium Serviced Waterfront (electricity/water)	\$3,474.65	\$3,927.00
<i>Conestogo Lake</i>	<i>2025 Before Tax</i>	<i>2025 After Tax</i>
Unserviced	\$2,138.76	\$2,417.00
Standard Serviced (electricity/water)	\$2,705.54	\$3,058.00
<i>Elora Gorge</i>	<i>2025 Before Tax</i>	<i>2025 After Tax</i>
Standard Serviced (electricity/water)	\$2,900.59	\$3,278.00
Premium serviced (electricity/water/sewer)	\$3,439.70	\$3,887.00
<i>Guelph Lake</i>	<i>2025 Before Tax</i>	<i>2025 After Tax</i>
Premium unserviced (waterfront)	\$2,629.72	\$2,972.00
Standard Serviced (electricity/water)	\$2,900.59	\$3,278.00
<i>Laurel Creek</i>	<i>2025 Before Tax</i>	<i>2025 After Tax</i>
Standard Serviced (electricity/water)	\$2,900.59	\$3,278.00
<i>Pinehurst Lake</i>	<i>2025 Before Tax</i>	<i>2025 After Tax</i>
Unserviced	\$2,138.76	\$2,417.00
Standard Serviced (electricity/water)	\$2,900.59	\$3,278.00

***Monthly Camping removed at all Conservation Areas**

Table 6: Proposed 2025 Group Camping Rates

Group Camping	2025 After tax (rounded, as needed)
Elora Gorge / Laurel Creek / Pinehurst Lake / Rockwood	
Youth group camping only	\$85.00 + child rate per person per night
Brant / Byng Island / Conestogo Lake / Guelph Lake	
Group Unserviced	\$85 + additional vehicle + per person fee per night
Guelph Lake Island with Pavilion (serviced)	\$400.00 + additional vehicle + per person fee per night
Byng Island without Pavilion (Serviced)	\$130.00 + additional vehicle + per person fee per night
Byng Island including Pavilion (Serviced)	\$180.00 + additional vehicle + per person fee per night
Youth Group Rates (excluding Guelph Lake Island)	\$85.00 +child rate per person per night

Table 7: Proposed 2025 Additional Camping Fees

Item	2025 Before Tax	2025 After Tax (rounded, as needed)
Cancellation fee	\$13.27	\$15.00
Reservation fee	\$11.50	\$13.00
Extra vehicle (AVP)	\$16.96	\$18.00
Modification fee	\$7.08	\$8.00

Table 8: Proposed 2025 Activity Fees

Activity	2025 Before Tax	2025 After Tax (rounded, as needed)
Mini Golf - Adult (Rockwood)	\$5.31	\$6.00
Mini Golf - Child (Rockwood)	\$3.54	\$4.00
Movie night (Shade's Mills)	\$15.91	\$18.00
Winter Equipment Rentals (Pinehurst / Shade's Mills)	2025 Before Tax	2025 After Tax
Ski boots (adult)	\$7.98	\$9.00
Ski boots (child)	\$6.10	\$7.00
Ski poles (adult)	\$7.98	\$9.00
Ski poles (child)	\$6.10	\$7.00
Skis (adult)	\$11.73	\$13.25
Skis (child)	\$6.10	\$7.00
Full ski set (skis, poles, boots) (adult)	\$22.54	\$25.50
Full ski set (skis, poles, boots) (child)	\$16.90	\$19.00
Snowshoes (adult & child) Laurel Creek Only	\$15.02	\$17.00

Table 9: Proposed 2025 Boating & Tubing Rentals

Conservation Area	2025 Before Tax	2025 After Tax (rounded, as needed)
Belwood Lake	2025 Before Tax	2025 After Tax
Boat launch	\$12.21	\$14.00
Launch season Pass	\$98.58	\$115.00
Snowmobile/ATV ice fishing launch (New)	\$2.73	\$3.25
Byng Island	2025 Before Tax	2025 After Tax
Canoe/kayak (1 hour rental)	\$18.78	\$21.50
Canoe/kayak (4 hour rental)	\$46.95	\$53.00
Canoe/kayak (8 hour rental)	\$75.11	\$85.00
Conestogo Lake	2025 Before Tax	2025 After Tax
Daily boat launch	\$12.21	\$14.00
Launch season pass	\$98.58	\$115.00
Elora Gorge	2025 Before Tax	2025 After Tax
Tubing registration	\$18.58	\$21.00
Complete tubing package	\$47.85	\$54.00
Laurel Creek	2025 Before Tax	2025 After Tax
Canoe (4 hour rental)	\$46.95	\$53.00
Canoe (8 hour rental)	\$75.11	\$85.00
Pinehurst Lake	2025 Before Tax	2025 After Tax
Canoe/double kayak/peddle boat (1 hour rental)	\$18.78	\$21.50
Canoe/double kayak/peddle boat (4 hour rental)	\$46.95	\$53.00
Rockwood	2025 Before Tax	2025 After Tax
Canoe (1 hour rental)	\$22.78	\$26.00

Table 10: Proposed 2025 Facility Rentals

Conservation Area	2025 Before Tax	2025 After Tax (rounded, as needed)
Brant	2025 Before Tax	2025 After Tax
Grand Pavilion	\$117.36	\$132.50
Parkview Pavilion	\$93.88	\$106.50
Picnic areas	\$37.55	\$42.50
Byng Island	2025 Before Tax	2025 After Tax
Pavilion	\$164.30	\$185.50
Conestogo Lake	2025 Before Tax	2025 After Tax
Pavilion	\$65.72	\$75.00
Elora Gorge	2025 Before Tax	2025 After Tax
Kay Marston Pavilion Full	\$455.75	\$515.00
Kay Marston Pavilion A	\$227.88	\$260.00

Appendix D

Conservation Area	2025 Before Tax	2025 After Tax (rounded, as needed)
Kay Marston Pavilion B	\$227.88	\$260.00
Guelph Lake	2025 Before Tax	2025 After Tax
Sandy Bay Pavilion	94.25	\$106.50
Sunrise Pavilion	94.25	\$106.50
Laurel Creek	2025 Before Tax	2025 After Tax
Critter shelter	\$164.30	\$185.00
Lakeview Shelter	\$112.66	\$130.00
Baseball shelter	\$93.88	\$106.50
Pinehurst Lake	2025 Before Tax	2025 After Tax
Sutor Shelter	\$112.66	\$127.50
White Oaks Shelter	\$75.11	\$85.00
Sunset Shelter	\$46.95	\$53.00
Shade's Mills	2025 Before Tax	2025 After Tax
Chalet Shelter	\$234.72	\$265.50
Beach/Diamond/Trail Shelter	\$112.66	\$127.50

Table 11: Proposed 2025 Vending Item Fees

Item	2025 Before Tax	2025 After Tax (rounded, as needed)
Ice	\$3.42	\$4.00
Worms	\$4.56	\$5.25
Fire starter	\$1.37	\$1.50
Firewood - regular	\$9.18	\$10.50
Waterproof bags	\$22.12	\$25.00

Table 12: Proposed 2025 Miscellaneous Fees

Item	2025 Before Tax	2025 After Tax (rounded, as needed)
Dumping station fee (excluding Rockwood)	\$22.12	\$25.00
Trailer storage - per month (Guelph Lake / Laurel Creek)	69.89	\$80.00
Trailer storage - 6 months (Byng Island / Elora Gorge / Guelph Lake / Laurel Creek)	307.96	\$350.00
Deposits for amenity rentals range from \$10.00 to \$100.00 depending on the item rented		
Access Agreement – administrative fee	\$66.37	\$75.00
Access Agreement – municipal partner training exercises	\$0.00	\$0.00

Appendix E

TITLE	GRCA Fee Policy: Fee Schedule 4 – Tree Nursery
DEPARTMENT	Central Services
APPROVED DATE	October 25, 2024
EFFECTIVE DATE	January 1, 2025

Table 3: Trees, shrubs, plant material:

Price Code	Description and Examples	2025 Price per item (includes a 3% increase from 2024)
PPA	1-gallon potted conifers and shrubs (e.g. Norway spruce, white cedar, chokeberry)	\$11.66
PPB	2-gallon potted shrubs and cedars (e.g. 50cm+ gray dogwood, high bush cranberry, nannyberry, pussy willow, redbud, white cedar)	\$16.36
PPC	2-gallon potted conifers and small deciduous trees (e.g. 50cm+ Norway spruce, white spruce, tamarack, white pine; 60cm+ sycamore, black walnut, hoptree)	\$21.20
PPD	2-gallon potted deciduous trees and 4-gallon potted conifers (e.g. 2 gallon 80cm+ bur oak, red maple, hackberry, trembling aspen; 4 gallon 40cm+ hemlock, 4 gallon 60cm+ Norway spruce)	\$27.66
PPE	2-gallon potted trees of rare and/or difficult to grow species (e.g. flowering dogwood, American chestnut, butternut)	\$36.18
PPF	10–15-gallon large potted deciduous trees (e.g. 200cm+ bur oak, Kentucky coffee tree, sugar maple)	\$87.82
SPA	15cm+ bare root conifer seedlings (e.g. white pine, red pine)	\$1.24
SPA1	20cm+ bare root deciduous seedlings (e.g. redosier dogwood, silver maple)	\$1.65
SPB	20cm+ bare root conifer seedlings (e.g. white spruce, Norway spruce, tamarack)	\$1.34
SPB1	20cm+ bare root deciduous seedlings (e.g. gray dogwood, staghorn sumac, white birch)	\$1.80
SPC	25cm+ bare root conifers (e.g. white cedar)	\$1.55
SPC1	20cm+ bare root deciduous seedlings (e.g. black walnut, ninebark, red oak, white oak)	\$1.85
SPD	20cm+ bare root conifers (e.g. balsam fir, eastern hemlock)	\$2.21
SPD1	20cm+ bare root deciduous seedlings (e.g. bitternut hickory, bur oak, sycamore, sugar maple, high bush cranberry)	\$2.16
TPA	150cm+ bare root saplings (e.g. silver maple)	\$30.48
TPB	150cm+ bare root saplings (e.g. sugar maple, red maple)	\$32.18
TPC	150cm+ bare root saplings (e.g. black cherry, black oak, red oak)	\$33.15
WPA	90-150cm+ bare root whips (e.g. silver maple)	\$17.65

Appendix E

Price Code	Description and Examples	2025 Price per item (includes a 3% increase from 2024)
WPB	90-150cm+ bare root whips (e.g. red maple, sugar maple)	\$18.89
WPC	90-150cm+ bare root whips (e.g. red oak, swamp white oak, white birch)	\$20.39
HPL	Herbaceous plug of native wildflower and grass species (e.g. big bluestem, Indian grass, boneset, wild bergamot)	\$1.29
HSN2	Native wildflower/prairie seed mix (500g bag)	\$88.07
HPTRAY	Curated tray of native wildflower and grass species (72 plug tray)	\$108.00
WRAPS	Spiral tree trunk guard	\$1.29
MAT	Mulch mat	\$1.55

Table 2: Planting Services:

Stock Type	Description	2025 Price per item (includes a 3% increase from 2024)
Tall Stock Planting Fee	Fee for hand planting of tall stock, i.e. potted and/or saplings and/or whips. Fee includes installation of mulch mats and tree wraps as required.	\$12.36
Seedling Planting Fee	Fee for hand or machine planting of seedling sized trees. Fee includes spraying of herbicide as required.	\$2.06
Planting in Plastic Fee	Fee for hand planting seedlings into plastic mulch. Fee includes patching up the hole with plastic square and sod staples	\$4.12

Other infrequent services related to nursery operations will be considered as requested and as capacity allows. Fees for these services will be subject to the following time, material, and delivery charges:

Table 3: Other Services

Service	Description	2025 Price (no increase from 2024)
Hourly rate	Staff time.	\$85.00/hr
Delivery charge	A flat rate for delivery of trees and planting materials (only applicable when trees are delivered as part of special orders).	\$250.00
Material Charge	A placeholder for trees, plant materials or other materials not known at the time of the fee approval.	Rate will be charged to recoup costs

PLEASE NOTE: Tree species availability and quantities may vary year over year

Prices are per item and sold in bundles as indicated; are subject to change without notice; do not include HST; and are F.O.B. the cold storage facility in Cambridge. Due to higher costs of producing small orders, the total order must have a minimum of 200 seedling trees or 20 Saplings and/or Pots.

A NON-REFUNDABLE DEPOSIT OF \$50.00 MUST ACCOMPANY EACH TREE ORDER. THIS WILL BE APPLIED TOWARDS THE FINAL INVOICE WHICH WILL BE SENT OUT PRIOR TO TREE PICK-UP.