



HOLLAND MARSH DRAINAGE SYSTEM

Joint Municipal Service Board

2025 BUSINESS PLAN AND BUDGET



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INTRODUCTION

The Holland Marsh Drainage System Joint Municipal Service Board (the Board) was formed in 2007. It was established by the Town of Bradford West Gwillimbury (BWG) and the Township of King (TOK), created under the *Municipal Act* to perform specific functions and undertake prescribed works. Both municipalities passed bylaws to enter into a formal agreement for the creation of the Board.

The Board was created as a corporate entity separate from the two municipalities and has been delegated the duty of assuming the municipalities' responsibilities as they relate to the Holland Marsh and other municipal drains in Bradford West Gwillimbury and Township of King, under the *Drainage Act R.S.O. 1990*.

The Board is comprised of nine voting members; elected officials from both municipalities as well as appointees who are actively farming in the Marsh. This Board operates concurrently with the term of Council.

In accordance with the formal agreement entered into by the two municipalities, the Board is required to obtain the approval from Bradford West Gwillimbury and King Councils for its' annual business plan. This agreement entered into by the two municipalities provides that once the business plan is approved, the Board may proceed to implement the plan without further reference to the two municipal councils provided that it continues its' work in accordance with the approved annual business plan.

This document is thus being prepared for submission to the two municipalities along with a



request from the Board that approval be granted for the plan so that the business of the Board for 2025 may be executed.

SUMMARY OF 2025 PLANNED ACTIVITIES

The following is a summary of the activities planned by the Board in 2025.

GOVERNANCE / ADMINISTRATION

The Board strives to ensure that it meets high standards of health and safety, performance, and governance. Accordingly, the Board has adopted appropriate policies that include safe operating procedures for the equipment as well as administrative policies and procedures.

The Board continues to work to help educate and bring awareness regarding the Holland Marsh Drainage System as well as the agricultural and historical significance of the Holland Marsh. In 2025, the Holland Marsh Drainage Scheme will mark the 100th anniversary of the year the Holland Marsh was transformed into agricultural land.

MAINTENANCE AND OPERATIONS

Numerous drain maintenance activities are conducted each year, on a scheduled rotational basis and as required for performance within the Holland Marsh; with the objective being to keep the drainage system functioning in the manner prescribed by the various engineering reports and all other applicable legislation. The Main Drain follows the report for the Holland Marsh Scheme, which was originally adopted in 1924, the perimeter canals are governed by the report Holland Marsh Drainage System Canal Improvement Project dated March 12, 2010, and the subsequent reports on the various drainage schemes and other interior drains. This work generally consists of sediment excavation, shaping of banks, removal of trees and debris, etc. throughout the

internal drain system as well as the main drain, pumping station activities and perimeter channels.

Water levels within the Holland Marsh are managed with three pumping stations, three inlets and two sluice gates. These three pumping stations work to control the water levels inside the Holland Marsh by pumping water out in times of spring runoff and heavy rainfall. Two of the stations are also utilized as inlets to increase water levels from the perimeter canals, which are supplemented by the Zweep Inlet.

The Horlings Drain, Morris Road Drain, South Canal Bank Road Pumping Station and Ferragina Drain are managed by independent pumping stations.

The perimeter canals require periodic maintenance in accordance with the recommendations of the adopted drainage report and current bylaw. Periodic maintenance includes obstruction removal, repairs and preservation of the berms/dykes, soundings, and excavation of deep pools as well as monitoring of profiles, cross sections, and environmental features.

There is also technical maintenance work conducted which is performed under the supervision of the Drainage Superintendent. A portion of the annual salary and operating expenses for the Drainage Superintendent are funded as part of the Holland Marsh's annually planned maintenance and operations activities, which is administered through the Ontario Ministry of Agriculture, Food and Rural Affairs' Agricultural Drainage Improvement Program. The Ministry currently provides municipalities with an annual grant of fifty percent toward the costs of employing a drainage superintendent, pursuant to Section 4 of the Agricultural Drainage Infrastructure Program.

The Ontario Ministry of Agriculture, Food and Rural Affairs provides grants towards assessments on agricultural land, which are currently assessed at the Farm Property Class Tax Rate, for the cost of municipal drain construction, improvement, maintenance, repair, and operations. The Board staff assists Bradford West Gwillimbury Finance Department apply for these grants on an annual basis that in the past, has provided a 33% grant on eligible property assessments.

There are approximately fifty-six (56) municipal drains inside the Holland Marsh drainage scheme. The Board has established for some time now, a rotational cycle of maintenance for these internal drains. In relation to these interior drain repairs, ongoing culvert assessments are occurring on existing crossings to replace deficient culverts. The Board has established a vendor of record for these activities.

Accordingly, the following drain maintenance works, and operating activities are scheduled for 2025:

- *By-law 2009-042* – Perimeter Canal Maintenance Program/ Debris Removal
- *By-law 595A* – Main Drain Maintenance
- *By-law 2014-92* – Horlings Drain
- *By-law 2016-44* – Morris Road Drain

As well as maintenance and operations of the following Pumping Stations:

- Art Janse
- Professor Day
- Morris Road
- Bardawill
- Charlie Davis
- Horlings
- South Canal Bank Road
- Ferragina

Interior Drains include the following:

- Wanda Drain
- Saczowski Drain
- Scotch Drain
- Ferragina Drain

- Gorzo Drain
- King Drain 8
- King Drain 9

The annual maintenance and operation costs for 2025 are estimated at \$479,200.00. Revenue tallying this amount is derived from OMAFRA grants, landowner, and municipal contributions.

CAPITAL WORKS

The following capital works are proposed for 2025.

KING DRAIN 16

The Board received a Petition for Drainage Works by Township of King Road Authority to improve drainage on Davis Road. The Board has appointed

an Engineer pursuant to Section 8 of the *Drainage Act* to make an examination of the area requiring drainage and to prepare a report. The final engineering report will be filed in 2025, and construction will be tendered in 2025.



PROFESSOR DAY PUMPHOUSE IMPROVEMENT

The Board appointed an Engineer pursuant to Section 78(1) of the *Drainage Act* to make improvements to the Professor Day Pumphouse and to prepare a report. The Engineer will be preparing a report and making a presentation to the Board.

The Board plans to manage the following issues as top priorities in 2025:

- The Board appointed an Engineer under Section 76 of the *Drainage Act* to develop an updated assessment schedule for the Main Drain and Pumping Operations, which may create a variable rate for determining assessments against existing lands that have

been modified through development and new agricultural activities. The Engineers have held a landowner meeting and continue to collect landowner information and land use categories. The Engineers will prepare a detailed report and present their findings to the Board.

- Continuing its active participation as a key stakeholder with the Ministry of Environment, Conservation and Parks on the Holland Marsh Phosphorus Recycling Facility Project.
- A continued effort on fostering positive relationships formed with various ministries (MNRF, MECP, LSRCA, DFO etc.) that have a direct legislative correlation to the Holland Marsh.

SUMMARY OF 2024 EVENTS

- Upon the receipt of a Petition under the Drainage Act in 2021, the Board appointed an engineer under Section 8 of the *Drainage Act* to make an examination of the area along Davis Road (Drain 16) which is requiring drainage. The Engineer conducted a geotechnical investigation along Davis Road. The Engineer is in the process of preparing a report and making presentation to the Board, with options for outlet, considering financial implications as well as estimated construction timelines.
- The Board passed a resolution on February 11, 2021, to appoint a drainage engineer to develop an updated assessment schedule for the Main Drain and Pumping Operations pursuant to Section 76 of the *Ontario Drainage Act*, which could allow for variable levy rates based on land use. Pursuant to the *Ontario Drainage Act*, the Board made application to the Agriculture, Food and Rural Affairs Appeal Tribunal for permission to procure a report of an Engineer to vary the Schedule of Assessment prepared in 1990 by

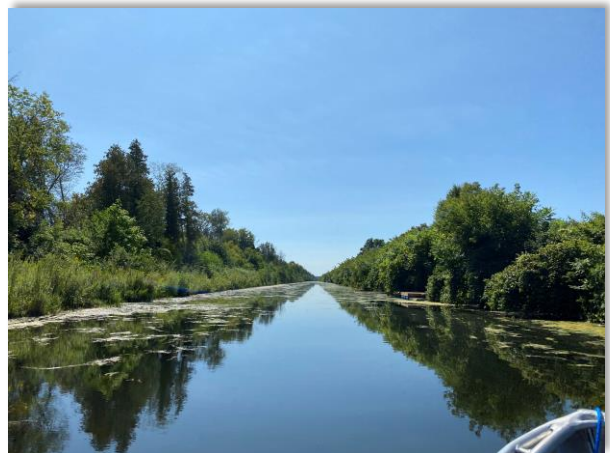
Young-Smart Engineering Company. Permission was granted as requested. The Board appointed an Engineer under Section 76 of the *Drainage Act* in 2021 to review the current levy structure and provide a new levy structure that may create a variable rate for determining assessments against existing lands that have been modified through development. The Engineer conducted a landowner meeting and continues to collect landowner information and develop land use categories. The Engineer will be preparing a report.



- The Town of Bradford West Gwillimbury Board secured two grants from the Lake Simcoe Project Funding to support local environmental initiatives. The Board oversaw both projects. The first focused on creating and maintaining a buffer strip along the Main Drain, with new banks established as part of the routine annual maintenance. The second project involved removing submergent and emergent vegetation from the Main Drain.

Additionally, an environmental consultant was hired to study the reduction of phosphorus levels in the discharge waters from the Art Janse Pumping Station.

- The Board remains actively engaged with the Ministry of Environment, Conservation and Parks on the Holland Marsh Phosphorus Recycling Facility Project, which secured funding in 2022. The Ontario Clean Water Agency, under the Minister’s direction, was tasked with preparing a comprehensive research study to gather critical information, including updates on conceptual design options and cost estimates for the project. The Board has participated in all stakeholder meetings, with the Drainage Superintendent serving on the Technical Advisory Panel. The study is expected to be completed in 2024, with next steps anticipated to begin in 2025.
- The Drainage Superintendent remains employed part-time, and the remainder of his timetable is occupied with BWG’s Stormwater Management within the Community Services Department.
- The Board contracts services from the Town of Bradford West Gwillimbury to fill the position of permanent part time, Committee Coordinator and Board Secretary.
- The Board continued to participate in the Electrical Safety Authority’s Continuous Safety Services (“CSS”) program. The CSS agreement will be renewed again in April of 2025.
- Tours of the Holland Marsh and Drainage System continue to be provided to various ministries and organizations, upon request.



GOVERNANCE / ADMINISTRATION

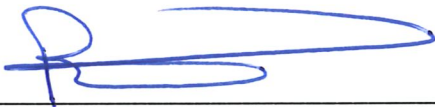
The Board has established business practices, and continues to set standard operating policies and procedures, as the need arises as well as establishing adequate health and safety protocols in relation to the maintenance of the Holland Marsh Drainage System.

The annual operating costs for the governance of the Board will be \$150,000.00.

The Board's forecasted expenditures remain highly predictable, and the governance portion of the budget is documented in the attached Budget, as "Appendix A". The costs that are included in the business plan for 2025 for the governance of the Board are contributed to, evenly from the general revenues of Bradford West Gwillimbury and King.



William Eek, Chair
Holland Marsh Drainage System Joint Municipal Service Board



Ben Verkaik, Vice Chair
Holland Marsh Drainage System Joint Municipal Service Board

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICE BOARD
2025-2026 DRAFT Budget Overview - Revenues

Budget 2025	Township of				Total Revenues	Total Expenditures
	OMAFRA	King	Town of BWG	Other*		
HMDSJMSB	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ 150,000	\$ 150,000
Drainage Superintendent	44,500	26,255	18,245	-	89,000	89,000
Main Drain Maintenance	49,920	122,510	84,690	6,180	263,300	214,200
Perimetre Canal Maintenance (New Schedule)	38,260	68,180	44,860	8,700	160,000	160,000
BWG Drains	11,621	-	69,379	-	81,000	81,000
TOK Drains	3,589	20,411	-	-	24,000	24,000
Professor Day Pumphouse Replacement	-	-	-	-	-	450,000
	\$ 147,890	\$ 312,356	\$ 292,174	\$ 14,880	\$ 767,300	\$ 1,168,200

Budget 2026	Township of				Total Revenues	Total Expenditures
	OMAFRA	King	Town of BWG	Other*		
HMDSJMSB	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ 150,000	\$ 150,000
Drainage Superintendent	45,720	26,975	18,745	-	91,440	91,440
Main Drain Maintenance	49,920	122,510	84,690	6,180	263,300	214,200
Perimetre Canal Maintenance (New Schedule)	38,260	68,180	44,860	8,700	160,000	160,000
BWG Drains	5,246	-	63,754	-	69,000	69,000
TOK Drains	7,865	43,635	-	-	51,500	51,500
	\$ 147,011	\$ 336,300	\$ 287,049	\$ 14,880	\$ 785,240	\$ 736,140

* Other includes the County of Simcoe, MTO and upstream landowners like Newmarket, New Tecumseth

Notes:

A Revenues sources are unknown at this time.

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICE BOARD
 2025-2026 Budget Overview - Expenditures

	2023 Budget	2023 Actual	2024 Budget	2024 Actual 30-Sep-24	2025 Budget DRAFT	Variance 2025 Budget / 2024 Budget \$	2026 Budget DRAFT
EXPENDITURES							
HMDS/JMSB	150,000	164,219	160,000	109,173	150,000	(10,000) A	150,000
Drainage Superintendent	86,440	78,001	86,440	49,651	89,000	2,560	91,440
Holland Marsh Drainage System	294,200	438,521	411,700	218,743	374,200	(37,500) B	374,200
BWG Drains	61,000	77,393	72,500	55,236	81,000	8,500 C	69,000
TOK Drains	52,000	64,301	60,000	53,083	24,000	(36,000) D	51,500
Section 76	-	13,788	50,000	19,637	-	(50,000)	-
Professor Day Pumphouse Replacement		-	50,000	-	450,000	400,000 E	-
Fleet	30,000	25,636	-	-	-	-	-
Melidy Drain	75,000	50,697	-	2,364	-	-	-
Drain 16	650,000	-	50,000	23,410	-	(50,000)	-
Total Expenditures	1,398,640	912,556	940,640	531,297	1,168,200	227,560	736,140

Notes:

- A Remove 100th anniversary of the HMDS from budget
- B to reflect actual and account for inflationary increases and remove SCADA system replacement from budget

C Work on BWG drains includes:

	<u>2025</u>	<u>2026</u>
Horlings	15,000	15,000
Morris Road	40,000	50,000
Gorzo	4,000	
Ferragina	3,500	
Wanda	5,000	
Saczowski	7,500	
Scotch	6,000	
River Road		4,000
	<u>\$ 81,000</u>	<u>\$ 69,000</u>

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICE BOARD
2025-2026 Budget Overview - Expenditures

	<u>2025</u>	<u>2026</u>
D Work on TOK drains includes:		
Drain 8	16,000	
Drain 9	4,500	
Drain 10	3,500	10,000
Drain 11		12,000
Drain 12		12,000
Drain 14		13,000
Drain 15		4,500
	<u>\$ 24,000</u>	<u>\$ 51,500</u>

E Engineering cost in 2024 and construction forecasted for 2025