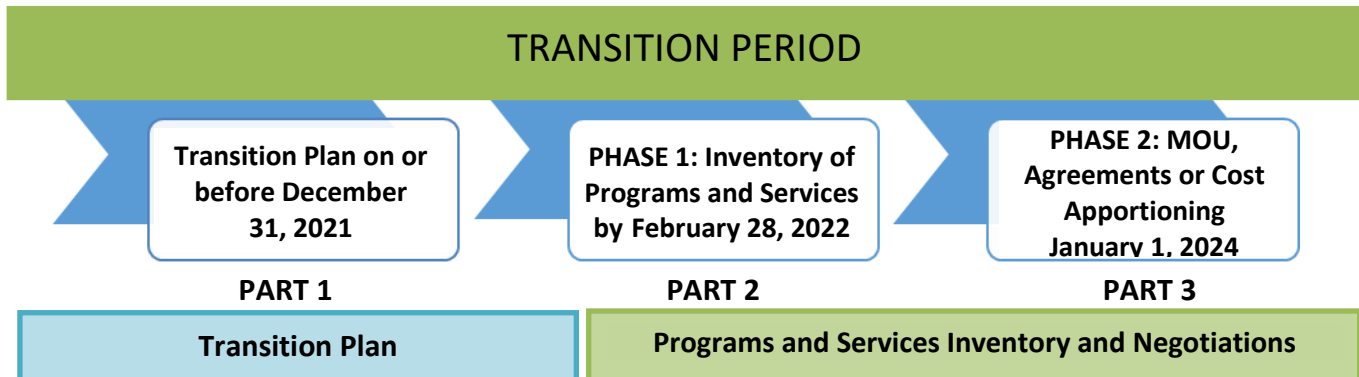


## Transition Plan in accordance with Section 21.1.4 of the Conservation Authorities Act

November 23, 2021

Ontario Regulation 687/21 "[Transition Plans and Agreements for Programs and Services](#) under Section 21.1.2 of the Act" requires the development of Transition Plans by each conservation authority. The key components and deadlines for the Transition Period are illustrated in Figure 1 below.



**Figure 1. Key Components and Deadlines for Transition Period**

The purpose of the transition period is to provide conservation authorities and municipalities with time to address changes to the budgeting and levy process based on the delivery of and the need, in some cases, to reach agreements for:

- Mandatory programs and services (Category 1),
- Municipal programs and services (Category 2), and
- Programs and services determined by the CA as advisable to implement (Category 3).

Conservation authorities are required to develop a Transition Plan on or before December 31, 2021. There are two phases to the Transition Period. The first phase is to develop and circulate an Inventory of Programs and Services. The second phase includes developing and finalizing the conservation authority/municipal agreements in accordance with the regulations. These agreements must be complete by January 1, 2024.

### Timelines & Deliverables:

#### **Part 1: Transition Plan**

Item	Deliverable	Due Date
Obtain Board approval of the Transition Plan	Staff report with proposed Transition Plan	Nov. 23, 2021
Dialogue with participating municipalities about the regulatory requirements and seek feedback on engagement and negotiations	Outgoing letter to municipalities to establish staff leads regarding preliminary discussion on the details of the inventory.	December. 2021
Make Transition Plan available to the public (per subsection 3c of the regulation)	Publish a copy of the Transition Plan on UTRCA's website	Dec. 31, 2021

**Program & Service Inventory and Negotiations:**

***Part 2 of Transition Period***

<b>Item</b>	<b>Deliverable</b>	<b>Due Date</b>
Development of Inventory of Program and Services – identification of category classification, funding sources, average annual costs	Staff report with Programs and Services Inventory provided to Board	January 2022
Share draft Inventory with neighboring conservation authorities	Draft Programs and Services Inventory sharing	Jan. 31, 2022
Obtain Board approval of the Inventory	Staff report with Programs and Services Inventory	February 2022
Submit Inventory to the Minister, circulate to participating municipalities	Programs and Services Inventory	Feb. 28, 2022
Make Inventory available to the public (per subsection 5 (1) of the regulation)	Publish the Programs and Services Inventory on UTRCA’s website	Feb. 28, 2022

***Part 3 of Transition Period***

<b>Item</b>	<b>Deliverable</b>	<b>Due Date</b>
60-day engagement window to address questions, present to Councils, and establish municipality specific negotiating timelines	One-on-one outreach	Apr. 30, 2022
Maintain a record of municipal feedback (per subsection 5 (1) (c) of the regulation)	Input/feedback documentation	Ongoing after Feb. 28, 2022
Adjust Programs and Services Inventory as required – advise participating municipalities and the Minister of any changes	Maintain a log of changes and include in mandatory reporting (per subsection 5 (3) (a) of the regulation)	See *mandatory reporting dates below
Complete negotiations of cost apportioning agreements (per subsection 2 (1) of the regulation)	Execute cost apportioning agreements and 2024 levy submission	Target October 2023
Transition date		Jan. 1, 2024

**\*Mandatory Reporting:**

<b>Item</b>	<b>Deliverable</b>	<b>Due Date</b>
Progress Report #1	Per subsection 7 (3) of the regulation	July 1, 2022
Progress Report #2	Per subsection 7 (3) of the regulation	Oct. 1, 2022
Progress Report #3	Per subsection 7 (3) of the regulation	Jan. 1, 2023
Progress Report #4	Per subsection 7 (3) of the regulation	Apr. 1, 2023
Progress Report #5	Per subsection 7 (3) of the regulation	Jul. 1, 2023
Progress Report #6	Per subsection 7 (3) of the regulation	Oct. 1, 2023
Final Report	Per subsection 9 of the regulation	Jan. 30, 2024

**Notes:**

- The Transition Plan and Programs and Services Inventory will be endorsed by the Board prior to submission.
- The Board will receive, for information, all progress reports and the final report.
- Cost apportioning agreements to be in place prior to the preparation of the 2024 budget.
- The Municipality of Strathroy-Caradoc (a non-CA member) will be kept informed throughout the process.

- The non-CA members of the Thames-Sydenham Region Source Protection Area will also be kept informed.
- It is anticipated that the regulation describing how to deal with on-going organizational costs (governance and administration) which are not directly related to a program and service will be available with the phase 2 regulations.



# Programs & Services Guide

CATFISH CREEK CONSERVATION AUTHORITY

Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
<p><b>Risk of Certain Natural Hazard's - see 21.1 (1) 1 i of the Conservation Authorities Act; Sections 1-8 of the Mandatory Programs and Services Regulation O.R. 686/21.</b></p> <p><b>The CCCA will develop an awareness of areas that are important for the management of natural hazards within the watershed. The CCCA will also manage and promote awareness and education of risks related to natural hazards, protect life and minimize property damage from flooding and erosion by providing a flood control monitoring and warning program. CCCA alerts the public through flood messages, provides municipal staff with data and information to enable sufficient lead time to enable emergency flood mitigation procedures to promote resident's safety, safeguard flood prone areas and as a result minimize flood related damage and loss of life.</b></p>						
Section 28.1 Permit Administration and Compliance Activities/ Enforcing and Administering the Act	Reviewing and processing permit applications, technical reports, natural hazards studies, mapping and updates to regulation limits mapping. Site visits/ inspections, communication with applicants, agents, and consultants. Property enquires and legal expenses for regulations and compliance. Administering and enforcing sections 28, 28.0.1, and 30.1 of the act as required.	1	Mandatory in accordance to CA Act	MNRF: \$1,590 = 5% Levy: \$22,545 = 73% Fees: \$6,850 = 22%	\$30,985	Prior to February 2022, Present
Review Under Other Legislation	Input and review on a variety of different Acts including, The Aggregate Resources Act, Drainage Act, Environmental Assessment Act and The Ontario Planning Act.	1	Mandatory in accordance to CA Act	Levy: \$2,312 = 100%	\$2,312	Prior to February 2022, Present
Municipal Plan Input and Review	Provide technical information, advice, and policy support to municipalities on matters relating to Natural Hazards Policies (Section 3.1 under the PPS) with a focus on Official Plan and Official Plan Amendments. This includes: broad policy interpretation, transfer of data,	1	Mandatory in accordance to CA Act	Levy: \$4,699 = 36% Special Levy: \$8,250 = 64% (each of the 5 municipalities contribute a portion of the \$8,250 yearly)	\$12,949	Prior to February 2022, Present

Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
	information and science to municipalities, and provision of advice on matters relating to natural hazards policy to Ministry of Municipal Affairs and Housing.					
Flood Forecasting and Warning	Daily data collection and monitoring of local weather forecasts hydrometric stations, local water level forecasts and watershed conditions. Flood event forecasting, provincial watershed condition statements and inter agency communications in the event of a flood. Maintenance of flood forecasting equipment and annual meeting with applicable inter agency flood emergency coordinators.	1	Mandatory in accordance to CA Act	MNRF: \$32,006 = 16% Levy: \$167,967 = 84%	\$199,973	Prior to February 2022, Present
Flood and Erosion Control Infrastructure Operation and Management  <b>NOTE: To be completed on or before December 31, 2024 per requirements in Section 5 of the Mandatory Programs and Services Regulation</b>	Flood and erosion control infrastructure and low flow augmentation. Includes 1 dam	1	Mandatory in accordance to CA Act	MNRF: \$2,617 = 19% Levy: \$10,894 = 77% WECl: \$625 = 4%	\$14,136	Prior to February 2022, Present

Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
Ice Management Services  <b>NOTE: Ice Management Plan(s) to be completed as necessary on or before December 31, 2024 per requirements in Section 4 of the mandatory Programs and Service Regulation</b>	Providing advice for ice jam prevention and mitigation through-out the winter season	1	Mandatory in accordance to CA Act	MNRF: \$1,250 = 8% Special Levy: \$14,157 = 92% (Township of Malahide incurs the Special Levy yearly)	\$15,407	Prior to February 2022, Present, Future (Ice Management Plan)
Catfish Creek Channel Monitoring	Monitoring the Catfish Creek channel morphology changes at Port Bruce due to seasonal loading and/or scour by bathometric sounding the lower reaches of the Catfish Creek through Port Bruce.	1	Mandatory in accordance to CA Act	MNRF: \$1,250 = 8% Special Levy: \$14,158 = 92%	\$15,508	Prior to February 2022, Present, Future
Drought and Low Water Response	Monitoring of surface and groundwater conditions and analysis of low water data for dissemination to irrigators, landowners and applicable government agencies. Technical and administrative support to regional advisors, and the CCCA's Irrigation Committee	1	Mandatory in accordance to CA Act	Other Grants: \$3.223 = 100% (Grant ended in 2018)	\$3,223	Prior to February 2022, Present
Natural Hazards Technical Studies and Information Management	Data collection and study of technical report designs to mitigate natural hazards. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	1	Mandatory in accordance to CA Act	Levy: \$18,756 = 88% Revenue: \$2,655 = 12%	\$21,411	Prior to February 2022, Present

Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
Natural Hazards Communications, Outreach and Education	Promoting public awareness of natural hazards including flooding, drought, and erosion. Social media services. Media relations. Natural Hazards Studies, Mapping and Updates to Regulation Limits Mapping and Data Transfer to Public, through Web based Map(s) showing Regulation Limits.	1	Mandatory in accordance to CA Act	Levy: \$15,623 = 97% Donations: \$450 = 3%	\$16,073	Prior to February 2022, Present
<b>Provincial Water Quality and Quantity Monitoring - see 21.1 (1) 2 of the Conservation Authorities Act; ; Section 12(2) and 12(3) of the Mandatory Programs and Services Regulation O.R. 686/21</b>						
<b>The CCCA, in partnership with Ministry of Environment, Climate Change and Parks (MECP), and has established long term sites to monitor surface and ground water conditions.</b>						
Provincial Water Quality Monitoring Network (PWQMN)	A long-standing CA/MECP partnership for stream water quality monitoring at 4 sites. CCCA collects monthly water samples and field measurements and MECP performs lab analysis and data management. Information is used for watershed report cards and stewardship project prioritization.	1	Mandatory in accordance to CA Act	Reserves: \$800 = 100% Beginning 2022: Levy: 100%	\$800	Prior to February 2022, Present
Provincial Groundwater Monitoring Network (PGMN)	The Provincial Groundwater Monitoring Network is a partnership program with all 36 Ontario conservation authorities and 10 municipalities (in areas not covered by a conservation authority) to collect and manage ambient (baseline) groundwater level and quality information from key aquifers located across Ontario. CCCA manages 5 wells	1	Mandatory in accordance to CA Act	Reserves: \$1,300 = 100% Beginning 2022: Levy: 100%	\$1,300	Prior to February 2022, Present



Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
Integrated Water and Climate Station	CCCA uses four MECP hydrometric stations to monitor flows and precipitation within the Catfish Creek Watershed	1	Mandatory in accordance to CA Act	Reserves: \$500 = 100% Beginning 2022: Levy: 100%	\$500	Prior to February 2022, Present
<p><b>Local Water Quality Monitoring - see 21.1 (1) 2 of the Conservation Authorities Act; ; Section 12(2) and 12(3) of the Mandatory Programs and Services Regulation O.R. 686/21</b></p> <p><b>Water quality monitoring is an essential part of keeping the planet healthy and sustainable. Land based activities can have a huge impact on water systems and it's critical that we realise how these affect waterbodies, both above and below ground.</b></p>						
Surface Water Quality Monitoring Program	In addition to PWQMN, CCCA maintains nine benthic monitoring sites across the watershed. CCCA responds to local spills events at the request of MECP. Costs include sampling, analysis and reporting.	1	Mandatory in accordance to CA Act	Reserves: \$1,200 = 100% Beginning 2022: Levy: 100%	\$1,200	Prior to February 2022, Present
Well Program	CCCA does not have any additional well monitoring programs apart from the PGMN program which encompasses 5 wells at two locations within the CCCA watershed.	1	Mandatory in accordance to CA Act	n/a	n/a	Prior to February 2022, Present
Watershed Report Card	Conservation Authorities report on local watershed conditions every five years. Measuring environmental indicator changes within the watershed, with a focus with a focus on Authority managed projects to evaluate efforts and track progress.	1	Mandatory in accordance to CA Act	Municipal Levy: \$750 = 100%	\$750	Prior to February 2022, Present
<p><b>Drinking Water Source Protection - see 21.1 (1) 1 iii of the Conservation Authorities Act; Section 13 of the Mandatory Programs and Services Regulation O.R. 686/21</b></p> <p><b>The protection of municipal drinking water supplies in the Southwest region through the development and implementation of Source Protection Plans, acting as an SPA</b></p>						

Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
Drinking Water Source Protection (DWSP)	CCCA provides technical support, Source Protections Committee support, Source Protection Authority reports and meetings. Activities required by the Clean Water Act and regulations. Assist with implementation of source protection plan for the Lake Erie Source Protection Region.	1	Mandatory in accordance to CA Act	Other Grants: \$3,408 = 91% Reserves: \$337 = 9% Beginning 2022: Levy:100%	\$3,745	Prior to February 2022, Present
<b>Conservation Lands - see 21.1 (1) 1 ii of the Conservation Authorities Act; Sections 9-1 of the Mandatory Programs and Services Regulation O.R. 686/21</b>						
<b>The CCCA owns 554.44 hectares of land including conservation areas, management areas, managed forest, and flood control structures.</b>						
Section 29 Minister's Regulation Rules of Conduct in Conservation Areas (O. Reg. 688/21)	Conservation areas regulations enforcement/compliance. Incurred legal expenses for regulation and compliance	1	Mandatory in accordance to CA Act	Revenue: \$6,556 = 100%	\$6,556	Prior to February 2022, Present
Springwater Conservation Area	CCCA operates one campground and its associated facilities, generates our main revenue stream and offsets costs of mandated programs.	3	No Municipal Levy used, Self Generated – 100%	Revenue: \$421,892 = 74% Grants: \$154,149 = 26%	\$576,041	Prior to February 2022, Present
CCCA forests and management areas (not Conservation Areas)	Management and maintenance of CA owned lands (will all be listed in the Land Inventory). Includes forest management, signage, gates, passive recreation, stewardship, restoration, ecological	3	No Municipal Levy used, Self Generated – 100%	Grants: \$3,846 = 5% Donations: \$22,983 = 29% Revenue: \$37,444 = 66% (excess	\$27,646	Prior to February 2022, Present

Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
	monitoring, carrying costs such as taxes and insurance.			transferred to reserves)		
Conservation Areas	Management and maintenance of three passive day use conservation areas (Yarmouth Natural Heritage Area, Archie Coulter and Springwater Forest, not the Campground) with recreational trails. Includes passive recreation, risk management program, hazard tree management, gates, fencing, signage, brochures, communications, pedestrian bridges, trails, parking lots, pavilions, roadways, stewardship, restoration, ecological monitoring, carrying costs such as taxes and insurance.	1	Mandatory in accordance to CA Act	Donations: \$4,398 = 6% Revenue: \$6,191 = 8% (excess transferred to reserves)  Grants: \$4,808 = 41% Revenue: \$5,058 = 43% Donations: \$800 = 7% Reserves: \$1,089 = 9%	C.A. \$552  Maple Festival: \$11,755	Prior to February 2022, Present
Conservation Area Major Maintenance	Major maintenance and capital improvements to support public access, safety and environmental protection such as pedestrian bridges, boardwalks, trails.	1	Mandatory in accordance to CA Act	Grants: \$48,641 = 62% Reserves: \$2,186 = 3%  Reserves: \$17,381 = 75% Donations: \$5,660 = 25%	GLLAF \$50,827  SPW C.A. Dev. \$23,041	Prior to February 2022, Present
Land acquisition	Strategic acquisition of environmentally significant properties.	3	No Municipal Levy used, Self Generated – 100%	TBD by each individual acquisition	TBD by each individual acquisition	Prior to February 2022, Present
Inventory of Conservation Authority Lands	The land inventory includes the following information: location as well as date, method and purpose of acquisition, land	1	Mandatory in accordance to CA Act	Levy: \$5,550	\$5,550	Prior to February 2022, Present

Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
<b>NOTE: Inventory to be completed on or before December 31, 2024 per requirements in Section 10 of the Mandatory Programs and Service Regulation</b>	use. One-time project with updates as properties are acquired or disposed of.					
Core Watershed – based Resource Management Strategy  <b>NOTE: To Be Completed on or before December 31, 2024 per requirements in 12(4)(9) OF THE Mandatory Programs and Service Regulation</b>	New Project: A strategy to guide the management and use of CA-owned or controlled properties including: guiding principles, objectives, land use, natural heritage, classifications of lands, mapping, identification of programs and services on the lands, public consultation, publish on website. One-year project. This is an updated to previous conservation area management plans.	1	Mandatory in accordance to CA Act	Levy: \$5,550	\$5,550	Future December 31, 2024)
Land Acquisition and Disposition Strategy	A policy to guide the acquisition and disposition of land in order to fulfill the objects of the authority is to be created before the end of the Transition Period	1	Mandatory in accordance to CA Act	Reserves: \$3,500 = 100%	\$3,500	Prior to February 2022, Present Completed August 2020
<b>Watershed Stewardship and Restoration (Urban, rural &amp; agricultural)</b>						

Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
<p>The stewardship and restoration program has three key components: one-on-one technical assistant to watershed landowners, connecting landowners with cost-share funding, and the reforestation program. Projects reduce the risk to life and property from natural hazards, protect water quality and quantity, improve forest conditions, increase biodiversity and make the watersheds more resilient to climate change.</p>						
Private Land Stewardship Program/ Integrated Resource Management	Work with property owners to implement Best Management Practices to mitigate flood and erosion hazards, improve and protect water quality, restore floodplains and river valleys, reduce nutrient contamination, restore and enhance wetlands to reduce flooding peaks and augment low flow, management of terrestrial non-native invasive species, protect groundwater, and improve aquatic species at risk habitat. Apply for and manage external funding, promote private land stewardship such as tree planting, wetlands and tall grass prairie plantings, outreach, provide technical advice and design assistance.	3	No Municipal Levy used, Self Generated – 100%	Grants: \$12,572 = 32% Revenue: \$11,536 = 29%	Private Lands Projects: \$24,108	Prior to February 2022, Present
Tree Planting and Forestry Service	Site preparation, tree and shrub planting, and survival assessments, technical assistance, hazard tree abatement, link to funding programs to maintain form and function of watershed forest cover. Administration of Malahide Roadside Tree Planting Program. Agreement with Town of Aylmer to manage Aylmer Woodlot	2, 3	Municipal Services offered, no levy used.  Self Generated - 100%	Grants: \$7,218 = 18% Donations: \$1,080 = 3% Revenue: \$1,515 = 4% Reserves: \$5,234 = 13%	\$15,047	Present/ Long Standing Agreements in place with Malahide Township and The Town of Aylmer
<p><b>Enabling Services:</b></p> <p>Key assistance provided to all departments of the conservation authority, board of directors, member municipalities and the general public to enable the CCCA to operate in an accountable, efficient and effective manner.</p>						

<b>Programs/ Service And Subservices</b>	<b>Description</b>	<b>Category (1,2,3)</b>	<b>Category classification concerns</b>	<b>Funding mechanism-%</b>	<b>Estimated annual cost (based on 5-year average or explanation of costs)</b>	<b>Program/ Service provided date (prior or post Feb 2022) (indicate present or future).</b>
Corporate Services	Administrative, human resources, operating and capital costs which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of a conservation authority. Includes health and safety program, overseeing programs and policies.	1	Mandatory in accordance to CA Act	MNRF: \$2,500 = 5% Levy: \$27,961 = 51% Reserves \$23,009 = 41% Revenue: \$1,586 = 3%	\$55,056	Prior to February 2022, Present
Financial Services	Annual budget, accounts payable and receivable, payroll, financial analysis, financial audit, administration of reserves and investments, financial reports for funding agencies, preparing and submitting reports to CRA, benefits program administration.	1	Mandatory in accordance to CA Act	Levy: \$12,658 = 36% Reserves: \$22,416 = 64%	\$35,074	Prior to February 2022, Present
Legal Expenses	Costs related to agreements/contracts, administrative by-law updates	1	Mandatory in accordance to CA Act	Reserves: \$16,842 = 100%	\$16,842	Prior to February 2022, Present
Governance	Supporting CA Boards, Advisory Committees, GM and Senior Management.	1	Mandatory in accordance to CA Act	Levy: \$14,453 = 100%	\$14,453	Prior to February 2022, Present
Communications and Outreach	Informing public of CCCA programs and projects through media, open houses, public meetings, website administration, responding to inquiries from the public, crisis communications.	1	Mandatory in accordance to CA Act	Levy: \$15,623 = 97% Donations: \$450 = 3%	\$16,073	Prior to February 2022, Present
Administration Building	Office buildings and workshop used to support CCCA staff, programs and services. Includes utilities, routine and major maintenance, property taxes.	1	Mandatory in accordance to CA Act	Levy: \$27,297 = 100%	\$27,297	Prior to February 2022, Present

Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
Information Technology Management/ GIS	Data management, records retention. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	1	Mandatory in accordance to CA Act	Levy: \$27,141 = 92% Revenue: \$2,654 = 9%	\$29,795	Prior to February 2022, Present
Vehicle and Equipment	A fleet of vehicles and equipment to support the work of the CCCA, including capital purchases, fuel, licenses, repairs and maintenance. Programs and projects are charged for the use of the vehicles and equipment.	1	Mandatory in accordance to CA Act	Levy: \$4,405 = 7% Revenue: \$32,045 = 48% Reserves: \$30,708 = 46%	\$67,158	Prior to February 2022, Present
<p><b>Conservation Education and Community Outreach</b>  Program Description: Education and outreach programs increase knowledge and awareness in children and adults about local environmental issues, watersheds and ecosystems and conservation actions they can implement.</p>						
Education Programs	Curriculum-based education programs for elementary and secondary students. These programs focus on local watersheds, ecosystems, and environmental issues. Programs take place in the conservation areas and assist to study the diverse ecosystems they are surrounded by. Programs include, Aquatics, Terrestrial, and Soils Workshops.	3	No Municipal Levy used, Self Generated – 100%	Grants: \$13,543 = 72% Revenue: \$10,004 = 53% Donations: \$2,020 = 11% Reserves: -\$6,756 = -36%	\$18,811	Prior to February 2022, Present
Education Programming in Conjunction with Thames Valley Schoolboard	An annual Memorandum of Understanding is signed with Thames Valley District Schoolboard leasing a part of Springwater Forest to the Jaffa Outdoor Education Center for an outdoor classroom. The Maple Program, Marsh Quest and Forest Festival are all ran in conjunction with Thames Valley District Schoolboard staff.	3	No Municipal Levy used, Self Generated – 100%	Revenue: \$12,500 = 100%	\$12,500	Prior to February 2022, Present

Programs/ Service And Subservices	Description	Category (1,2,3)	Category classification concerns	Funding mechanism-%	Estimated annual cost (based on 5-year average or explanation of costs)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
Education (ELP)	ELP is an Environmental Based program ran through East Elgin Secondary School. The students work in conjunction with the Authority to manage woodlots on Authority and privately owned lands, and complete various stewardship projects on Authority and privately owned lands.	3	No Municipal Levy used, Self Generated – 100%	Donations: \$4,500 = 55% Revenue: \$2,800 = 34% Reserves: \$870 = 11%	\$8,170	Prior to February 2022, Present



# Grand River Conservation Authority

**Report number:** GM-06-22-52

**Date:** June 24, 2022

**To:** Members of the Grand River Conservation Authority

**Subject:** Inventory of Programs and Services Update

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## **Recommendation:**

THAT the update to the Grand River Conservation Authority's Inventory of Programs and Services be approved, circulated to all participating Grand River watershed municipalities, posted on the GRCA website, and submitted to the Ministry of Environment, Conservation and Parks in accordance with Ontario Regulation 687/21.

## **Summary:**

Not applicable.

## **Report:**

As a requirement under *Ontario Regulation 687/21*, the Grand River Conservation Authority (GRCA) developed an Inventory of Programs and Services based on the three categories identified in the Regulation. These categories include (1) Mandatory, (2) Municipally requested, and (3) Other (Authority determines are advisable).

In February 2022, the initial Inventory of Programs and Services was presented to the Board and circulated to all participating municipalities. To date, we have not received any comments or concerns on the initial Inventory.

On May 2, 2022, the Ministry of Environment, Conservation and Parks (MECP) hosted a workshop to provide feedback on all Conservation Authorities Inventories of Programs and Services. During this session, it was identified that any existing Memorandums of Understanding and/or Agreements should be identified in the Inventory. As such, Chart C (ii) Programs and Services Inventory Listing- Category 2- Information Requirements has been added to the Inventory of Programs and Services package. A copy of this new chart is attached to the report.

Once the revised Inventory of Programs and Services is approved, it will be circulated to all participating municipalities and the Ministry of Environment, Conservation and Parks. The revised inventory will also be posted on GRCA's website for public access.

## **Financial Implications:**

Not applicable.

## **Other Department Considerations:**

Not applicable.

## **Submitted by:**

Samantha Lawson  
Chief Administrative Officer

CHART C (ii)

## Programs & Services Inventory Listing - Category 2 - Information Requirements

GRAND RIVER CONSERVATION AUTHORITY

*Extract:*

*Ontario Regulations 687/21 - Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act  
Section 6 Subsection 5 requirements*

For each Category 2 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:

1. The name of the municipality on behalf of which the program or service is provided.
2. The date on which the authority and the municipality entered into a memorandum of understanding or another agreement with respect to the provision of the program or service.

Department	Type of Agreement	Municipality	Date Signed
<b>Resource Planning, Natural Heritage and Engineering</b>			
Plan Review Services	MOA	County of Brant	February 10, 1999
Plan Review Services	MOU	City of Brantford	July 24, 2017
Plan Review Services	MOA	City of Guelph	April 1, 1997
Plan Review Services	MOU	Haldimand County	September 10, 2019
Plan Review Services	MOU	Region of Halton	July 16, 2018
Plan Review Services	MOU	Norfolk County	October 5, 2016
Plan Review Services	MOU	Region of Waterloo	September 10, 2019
Plan Review Services	MOU	Township of Southgate	July 1, 2017
Plan Review Services	MOU	Wellington County	November 1, 2017
<b>Conservation Services-Rural Water Quality Program (RWQP)</b>			
Rural Water Quality Program	Agreement	County of Brant	June 25, 2019
Rural Water Quality Program	Agreement	Region of Waterloo	November 25, 2020
Rural Water Quality Program	Agreement	County of Dufferin	December 14, 2017
Rural Water Quality Program	Agreement	County of Wellington	June 14, 2017
Rural Water Quality Program	Council Approval	Haldimand County	February 16, 2021
Living Snow Fence	MOU	County of Dufferin	April 20, 2016
<b>Resource Planning - Natural Heritage Management</b>			
ESA Habitat Compensation Agreement - Birkett Lane & Brant Park	Natural Heritage Habitat Agreement	City of Brantford	October 30, 2017

**LPRCA 2022 Current Programs and Services**

**CA Program and Services Categories, as follows:**

1. Mandatory programs and services (*where municipal levy could be used without an agreement*)
2. Municipal programs and services. Programs and services at the request of a municipality (*with municipal funding through an MOU/agreement*)
3. Other programs and services. Programs and services an authority determines are advisable (*use of municipal levy requires a cost-apportionment MOU/agreement with participating municipalities or, if no levy is required, no agreement is needed*).

**Chart A – LPRCA Programs and Services Inventory Listing**

Program/Service	Description	Category	Category Rationale	2022 budget annual cost	Current funding mechanisms and % contribution (2022 budget)	Comment
<b>Operating Costs</b>						
<b>Natural Hazard Management Program</b>						
Watershed Planning and Technical Studies						
Section 28.1 Permit Administration	Reviewing, processing permit applications & technical reports, site inspections, communications with applicants, agents, consultants. Requests by solicitors.	1	CA Act 21.1 O.Reg. 686/21 Sec 8	\$ 114,262	User fees – 100%	
	Program administration and enforcement: General inquiry. Compliance monitoring, enforcement. Policies, standards development and maintenance. Public information and outreach, consultation.  Review under other legislation (Environmental Assessment, Drainage, Aggregate Resources), with comments principally related to natural hazards, wetlands, watercourses and Sec 28 permit requirements.		CA Act 21.1 O.Reg. 686/21 Sec 3, 6, 8, 9	\$ 160,901	User fees – 8% Municipal levy – 92%	
Municipal Plan Input	Input to municipal land-use planning documents (OP, Comprehensive AB, Secondary plans) related to natural hazards, on behalf of NDMNRF (delegated to CAs in 1983)	1	CA Act 21.1 O.Reg. 686/21 Sec 7	\$ 42,354	NDMNRF S39 TP - 21% Municipal levy - 79%	Provincial Section 39 Funding

Program/Service	Description	Category	Category Rationale	2022 budget annual cost	Current funding mechanisms and % contribution (2022 budget)	Comment
Municipal Plan Review	Technical information and advice to municipalities on municipal land use planning applications (OP and ZB Amendments, Subdivisions, Consents, Minor Variances). Preconsultation.	1, 2	CA Act 21.1 O.Reg. 686/21 Sec 7	\$ 67,100	User fees – 100%	Plan review for wetlands and storm water management is intertwined with plan review for natural hazards but may be a Category 2 service to be addressed in CA/municipal MOUs for Municipal Plan Review Services.
Subwatershed Plans	Partner developed plans containing policies and implementation actions to protect, enhance and improve the health of the area, particularly related to land use change	2	CA Act 21.1	None currently		Potential Category 2 Service As requested by a municipality as part of its land use planning process.
Technical Studies and Information Management	Maintenance of base mapping, flood and erosion hazard mapping, hazard line mapping, regulated area mapping. Data collection and storage systems and GIS. Data collection and design studies to mitigate natural hazards including flooding, erosion and drought.	1	CA Act 21.1 O.Reg. 686/21 Sec 1.3	\$ 22,050	Municipal levy – 100%	Cost shown is 2022 operating cost. Project costs vary from year to year based on funding we are successful in obtaining, such NDMP Riverine and Shoreline Hazard Mapping. 5-year average actual cost is \$106,669.
<b>Watershed Flood Control Services</b>						
Flood Forecasting and Warning	Daily data collection and monitoring of weather and water level forecasts and watershed conditions. Flood event forecasting. Flood warning and communications. Maintenance of equipment.	1	CA Act 21.1 O.Reg. 686/21 Sec 2	\$126,998	NDMNRF S39 TP – 13% Municipal levy – 87%	Provincial S39 transfer payment
Water Control Infrastructure Operation and Management (Backus, Brooks, Deer Creek, Hay Creek, Lehman, Norwich, Sutton, Teeterville, Vittoria)	Dam operations, regular inspections, maintenance activities, activities related to operator health and safety.	1	CA Act 21.1 O.Reg. 686/21 Sec 5.1	\$77,612	NDMNRF S39 TP – 12% Municipal levy – 88%	Provincial S39 transfer payment
	<b>New:</b> Develop operational plan for natural hazards infrastructure. <b>New:</b> Develop asset management plan for natural hazards infrastructure.		CA Act 21.1 O.Reg. 686/21 Sec 5.2	TBD		To be completed by December 31, 2024. The cost of developing the plans is being investigated.
Ice Management Services	<b>New:</b> Develop an ice management plan.	1	CA Act 21.1 O.Reg. 686/21 Sec 4	TBD		An ice management plan is to be completed by December 31, 2024 The cost of developing the plan is being investigated.

Program/Service	Description	Category	Category Rationale	2022 budget annual cost	Current funding mechanisms and % contribution (2022 budget)	Comment
<b>Watershed Low Water Response Services</b>						
Low Water Response	Conditions monitoring/analysis. Technical & administrative support to the Water Response Team representing major water users and decision makers, who recommend drought response actions.	1	CA Act 21.1 O.Reg. 686/21 Sec 3	\$ 6,500	NDMNRF– 0% Municipal levy – 100%	Provincial NDMNRF funding some (dry) years.
<b>Source Water Protection</b>						
<b>Source Water Protection</b> (source protection authority role as set out in the <i>Clean Water Act</i> .)	Lake Erie Region tech support, SPC support, SPA reports and meetings, activities required by the <i>Clean Water Act</i> and regulations.	1	O.Reg. 686/21 Sec 13	\$ 10,332	MECP TP through Grand River CA – 100%	
<b>Watershed-based Resource Management Strategy</b>						
Watershed Resource Management Strategy (WRMS)	<b>New:</b> The WRMS describes the current watershed conditions based on current knowledge and monitoring data, sets objectives, describes issues and identifies initiatives to reduce the impact of natural hazards, conserve natural resources and improve the health of the watershed.  Provides a watershed-based context for LPRCA's natural hazards and natural resource conservation programs and collaborative activities in its watershed.	1	CA Act 21.1 O.Reg. 686/21 Sec 12.1	TBD		Last completed in 1983.  To be completed by December 31, 2024.  The cost of developing the strategy is being investigated.
<b>Healthy Watershed Services</b>						
<b>Conservation Services</b>						
Healthy Watershed Technical Support Services	Apply for and manage external funding, promote private land stewardship, provide advice and technical support to property owners <u>where the cost cannot be covered from external sources.</u>	3	CA Act 21.1.2	\$ 58,778	User fees – 3% Municipal levy – 97%	The conservation services (private land stewardship) program is a Category 3 activity. An agreement would be needed with all municipalities to fund the program with levy for the 2024 budget unless supported with surplus revenue from other departments.
Private land stewardship services	Soil erosion control, water quality improvements, habitat restoration. Disbursements to landowners and contractors are externally funded.	3	CA Act 21.1.2	\$ 162,397 (5-yr avg)	External sources (Federal, Provincial, OPG, ALUS) – 100%	

Program/Service	Description	Category	Category Rationale	2022 budget annual cost	Current funding mechanisms and % contribution (2022 budget)	Comment
Private forestry land management services	Private land tree planting and survival monitoring. 1.82 million trees planted since 2002.	3	CA Act 21.1.2	\$ 106,937 (5-yr avg)	External sources (Federal, Provincial, OPG) – 100%	
Trees for Roads	A road-side tree planting program by municipal request (mostly used by Bayham and SW Oxford)	2	CA Act 21.1.1	\$ 8,523 (5-yr avg)	Municipality – 100%	Fee for service at municipal request.
<b>Surface and Groundwater Quality Services</b>						
Provincial Water Quality Monitoring Network (PWQMN) and Provincial Groundwater Monitoring Network (PGMN)	PWQMN - MECP program for stream water quality monitoring. LPRCA takes water samples; MECP does lab analysis and data management. PGMN - MECP program for groundwater level and quality monitoring. CA maintains equipment, data transfer to MECP, water sampling; MECP provides equipment, lab analysis, data management.	1	CA Act 21.1 O.Reg. 686/21 Sec 12.1	\$ 40,552	Municipal levy – 100%	The PWQMN program has been running for 50+ years and the PGMN program for 20+ years. The data is used internally for water quality and stream health assessment. Input to the Watershed Report Card.
Stream Water Quality Sampling	Assist municipalities with their water quality monitoring needs by taking field water samples and delivering them to the laboratory facility.	2	CA Act 21.1.1	None currently		Potential Category 2 Service As requested by a municipality as part of its monitoring needs, e.g. for wastewater discharge compliance.
Stream health monitoring	Benthic invertebrate sampling & analysis has been carried out since 2003 (19 years). Provides additional water quality and stream health information. Input to the Watershed Report Card. Contributed to the province-wide Ontario Benthos Biomonitoring Network.	3	CA Act 21.1.2	\$ 9,000	Municipal levy – 100%	A cost apportionment agreement with all municipalities will be required to fund the program with levy for the 2024 budget unless an alternative funding source is found.
Drain classification (Norfolk partnership)	Electrofishing activities to classify municipal drains. Informs drain maintenance decisions and approvals.	2	CA Act 21.1.1	\$ 2,590	DFO through Norfolk County under MOU – 100%	Activity based on funding secured by Norfolk County.
Lamprey barrier inspections	Lamprey barriers stop invasive sea lamprey from moving from Lake Erie into the creeks. DFO pays LPRCA annually to inspect their condition.	3	CA Act 21.1.2	\$ 3,320	DFO contract – 100%	Federal Department of Fisheries and Oceans (DFO)

Program/Service	Description	Category	Category Rationale	2022 budget annual cost	Current funding mechanisms and % contribution (2022 budget)	Comment
<b>Conservation Authority-Owned Lands</b>						
Conservation Area Strategy	<b>New:</b> Over-arching strategy for CA-owned lands including guiding principles, objectives, land securement/acquisition and disposition, recommended management principles for different land use categories, with public consultation.	1	CA Act 21.1 O.Reg. 686/21 Sec 9.1, 10	TBD		To be completed by December 31, 2024. The cost of developing the strategy is being investigated.
Land Inventory	<b>New:</b> Development and maintenance of an inventory containing information for every parcel of CA-owned land including location, available information, acquisition details, land use categories.	1	CA Act 21.1 O.Reg. 686/21 Sec 11	TBD		To be completed by December 31, 2024. The cost of developing the inventory is being investigated.
<b>Conservation Authority Lands</b>						
Section 29 Minister's regulation for Conservation Areas	Conservation areas enforcement/compliance including legal expense for regulation and compliance.	1	CA Act 29 O.Reg. 686/21 Sec 9.1	\$ 53,639	Municipal levy – 100%	
Conservation lands management and maintenance including safety, security and enforcement	Boundary identification/maintenance, gate and sign maintenance, trail maintenance, hazard tree removal, garbage pickup, monitoring and enforcement. Assessment to identify maintenance and repair needs. Property taxes, drainage assessment, fish stocking	1	CA Act 21.1 O.Reg. 686/21 Sec 9.1	\$168,989	Municipal levy – 100%	
Maintain facilities, trails or other amenities for public access and passive recreational activities	Parkette maintenance, trails maintenance, grass cutting, washrooms, garbage collection.	1	CA Act 21.1 O.Reg. 686/21 Sec 9.1	\$ 48,400	User fees - 27% Municipal levy – 72%	
Lee Brown Waterfowl Management Area	Area management, operation and maintenance	1, 3	CA Act 21.1 O.Reg. 686/21 Sec 9.1  CA Act 21.1.2	\$142,268	User fees and rentals – 100%	Public viewing station is a Category 1 activity.
Camp Trillium	Children's camp on property lease	3	CA Act 21.1.2	\$59,000	Lease – 100%	

Program/Service	Description	Category	Category Rationale	2022 budget annual cost	Current funding mechanisms and % contribution (2022 budget)	Comment
<b>Backus Heritage and Education Services</b>						
Backus Environmental Education Centre	Education Centre program services, operation and maintenance and outdoor education program	3	CA Act 21.1.2	\$126,881	User fees – 2% Contracts – 18% Endowment – 80%	
Backus Heritage Village and Historical Services	Heritage Village and Mill program services, operation and maintenance and heritage education program	3	CA Act 21.1.2	\$123,343	Provincial – 7% User fees – 3% Contracts – 13% Municipal levy – 77%	The Backus Heritage Area is a Category 3 and an agreement will be needed with all municipalities to fund the operation of the heritage village and historical services with levy for the 2024 budget.
<b>Conservation Parks Management Services</b>						
Conservation Parks (Backus, Deer Creek, Haldimand, Norfolk, Waterford North)	Management and operations including business planning, promotion, park operations, safety, security and enforcement, drinking water and sewage operations, maintenance and repair.	3	CA Act 21.1.2	\$1,345,310	User fees – 98% Provincial – 2%	
<b>Public Forest Land Management Services</b>						
Forestry Management Services	10-year Managed Forest Plans renewal, 5-year Operational Plan, harvest operations (marking, tendering, monitoring), ecological surveys, MFTIP and CLTIP programs	1, 3	CA Act 21.1 O.Reg. 686/21 Sec 9.1  CA Act 21.1.2	\$244,644	Federal – 7% Resource revenue – 93%	
<b>Corporate Administrative Costs</b>						
Ongoing operating expenses and capital costs, not directly related to the delivery of any specific program or services, that are required to function effectively as an organization and best deliver their programs and services.						
<b>Corporate Services</b>						
LPRCA Board	Supporting CA Board, Advisory Committees	1	CA Act 20	\$ 66,467	Municipal levy – 100%	
Corporate/IT Services	Senior management, main office rent, utilities, office equipment and supplies, financial services, legal expenses, IT	1	CA Act 20	1,037,071	Municipal levy – 51% User fees – 5% Internal surplus – 44%	



Program/Service	Description	Category	Category Rationale	2022 budget annual cost	Current funding mechanisms and % contribution (2022 budget)	Comment
<b>Communications and Marketing Services</b>						
Communications and Marketing	Promoting public awareness of natural hazards. Media relations, website and social media, special events & outreach, partnership programs, networking and collaboration	1	CA Act 21.1 O.Reg. 686/21 Sec 1.3	\$98,744	Municipal levy – 100%	
Memorial forest	Trees planted in memorial forest at Backus CA in memory of loved ones	1	CA Act 21.1 O. Reg. 686/21 Sec 9.1	\$7,475	Donations – 100%	
Leighton and Betty Brown Conservation Scholarship	Awarded annually to a watershed student graduating from high school and pursuing a degree in an environmental or natural resources field	3	CA Act 21.1.2	\$1,000	Trust fund interest – 100%	
<b>Maintenance Operations Services</b>						
Maintenance Operations	Support operations and facilities maintenance for conservation areas, flood control structures, forestry and motor pool. Equipment and vehicle maintenance.	1	CA Act 20	\$371,813	Inter-departmental charges – 30% Municipal levy-70%	
<b>Capital Costs</b>						
<b>Watershed Flood Control Services</b>						
Water Control Infrastructure (Backus, Brooks, Deer Creek, Hay Creek, Lehman, Norwich, Sutton, Teeterville, Vittoria)	Dam safety reviews, emergency preparedness plans, environmental assessments.	1	CA Act 21.1 O. Reg. 686/21 Sec 5.1	\$105,000 (avg/year in 5-year forecast)	NDMNRF WECl grant – 50% Municipal levy – 50%	2022 budget is \$25,000. The \$105,000 is based on the average per year in the 5-year forecast.
	Major maintenance, capital repairs identified in inspections, dam safety reviews or environmental assessment; design studies	1	CA Act 21.1 O. Reg. 686/21 Sec 5.1	\$328,000 (avg/year in 5-year forecast)	NDMNRF WECl grant – 50% Special benefit levy – 50%	The \$328,000 is based on the average per year in the 5-year forecast. If the item doesn't get approved for WECl funding, the payment has been 100% special levy.

Program/Service	Description	Category	Category Rationale	2022 budget annual cost	Current funding mechanisms and % contribution (2022 budget)	Comment
<b>Backus Heritage Conservation Area</b>						
Asset: Infrastructure – Education Centre	Major maintenance and accessibility upgrades	1, 3	CA Act 21.1.2	\$ 96,000	Federal – 100%	The office area of the Education Centre is a Category 1 and the remaining area of the displays and the classroom is a Category 3. Federal grant for doors, ramp and washroom for accessibility.
Asset: Infrastructure – Heritage Buildings	Major maintenance	3	CA Act 21.1.2	\$-	Historically: Donations – 28% Municipal levy – 72%	The Backus Heritage Area is a Category 3. An agreement will be needed with all municipalities to fund the capital activities with levy for the 2024 budget. The 5-year average actual cost is \$4,153.
<b>Conservation Parks Management Services</b>						
Asset: Infrastructure – Conservation Areas	Water and hydro services upgrades, washroom upgrades, roof replacements and water systems	3	CA Act 21.1.2	\$154,000	Reserves – 26% Municipal levy – 74%	The campgrounds annually have an operating surplus that has historically been used to reduce levy and it is used to partially fund the corporate services expenses. A capital reserve should be established prior to the 2024 budget and then an agreement would not be needed with municipalities to fund the capital activities with levy.
<b>Forestry</b>						
Asset: Infrastructure – Forest Tracts	Tract signage, 911 signs and gates	1	CA Act 21.1 O.Reg. 686/21 Sec 9.1	\$ 5,000	Municipal levy – 100%	
<b>Corporate Services</b>						
Asset: Computers	Office computers and servers	1	CA Act 20	\$ 7,000	Municipal levy – 100%	
<b>Maintenance Operations Services</b>						
Assets: Equipment	Lawn mowers, trailers and tools	1, 3	CA Act 20	\$ 26,000	Municipal levy – 100%	Some equipment, vehicles and UTVs are used in Conservation Parks for Category 3 activities.
Assets: Vehicles & UTVs	Pickup trucks, dump truck and UTVs	1, 3	CA Act 20	\$267,000	Lee Brown Reserve – 8% Municipal levy – 92%	Park related capital needs should be drawn from the Conservation Parks capital reserve described above and then an agreement would not be needed with municipalities to fund these capital needs with levy.

<b>Program/Service</b>	<b>Description</b>	<b>Category</b>	<b>Category Rationale</b>	<b>2022 budget annual cost</b>	<b>Current funding mechanisms and % contribution (2022 budget)</b>	<b>Comment</b>
Asset: Infrastructure – Workshop	Workshop roof replacement	1	CA Act 20	\$27,250	Municipal levy – 100%	

## Chart B – Summary of Category 2 Programs and Services – Details of Municipal Agreements

*Ontario Regulation 687/21 Section 6 Subsection 5 requirements*

(5) For each Category 2 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:

1. The name of the municipality on behalf of which the program or service is provided.
2. The date on which the authority and the municipality entered into a memorandum of understanding or another agreement with respect to the provision of the program or service.

Program or Service	Category	Applicable Section of the Act	Description	Memorandum of Understanding (MOU) / Agreement Status
Municipal plan review – wetlands, stormwater management	2	CA Act Section 21.1.1	Provide services related to wetlands and storm water management for planning and other applications or projects. The service is funded by user fees.	As at February 28, 2022 MOUs have yet to be updated or negotiated with all municipalities. Future updates to the P&S inventory listing will reflect status of MOUs.
Trees for Roads	2	CA Act Section 21.1.1	Roadside tree planting service at municipal request. Primarily delivered for the Municipality of Bayham and South-West Oxford Township.	This has historically been a “fee for service” program without agreement. A service agreement will be required.
Drain classification	2	CA Act Section 21.1.1	Electrofishing services to Norfolk County’s drain classification program, funded annually by DFO.	Norfolk County/LPRCA/DFO MOU. The 2022 MOU update is in process.

## Chart C – Summary of Category 3 Programs and Services – Details of Municipal Agreements

Ontario Regulation 687/21 Section 6 Subsection 6 requirements

(6) For each Category 3 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:

1. Whether or not the program or service was financed, in whole or in part, through municipal levies collected from participating municipalities.
2. Whether or not the authority intends to seek to enter into a cost apportioning agreement with one or more participating municipalities to ensure all or part of the financing of the program or service after the transition date.

Program or Service	Category	Applicable Section of the Act	Description	Section 6(6) Info Requirements
Conservation services (private land stewardship and private forestry land management services)	3	CA Act Section 21.1.2	The disbursements to property owners and contractors are externally funded. The staffing cost to apply for and manage external funding, promote private land stewardship and provide advice and technical support to property owners relies on municipal levy funding where the cost cannot be covered from external sources.	Program and Service has been financed in part through municipal levies. The LPRCA Board will discuss options to seek other funding sources and/or negotiate cost-apportionment agreements with member municipalities. Future updates to the P&S inventory listing will reflect the status of discussions.
Stream health monitoring	3	CA Act Section 21.1.2	The stream health monitoring that LPRCA undertakes beyond the activities for Provincial Water Quality Monitoring Network and the Provincial Groundwater Monitoring Network is Category 3. Most activities are funded by external sources. The benthic invertebrate sampling program is reliant on municipal levy.	Program and Service has been financed in part through municipal levies. The LPRCA Board will discuss options to seek other funding sources and/or negotiate cost-apportionment agreements with member municipalities. Future updates to the P&S inventory listing will reflect the status of discussions.
Lamprey barrier inspection	3	CA Act Section 21.1.2	DFO pays LPRCA annually under MOU to inspect the condition of the lamprey barriers.	Not financed through municipal levies.
Lee Brown Waterfowl Management Area	1 & 3	CA Act Section 21.1.2	Area management, operation and maintenance	Not financed through municipal levies.
Camp Trillium	3	CA Act Section 21.1.2	Children's camp on property leased from LPRCA	Not financed through municipal levies.
Backus Environmental Education Centre	1 & 3	CA Act Section 21.1.2	Education Centre operation and maintenance and outdoor education program.	Not financed through municipal levies.
Backus Heritage Village and Historical Services	3	CA Act Section 21.1.2	The Heritage Village and Mill operation and maintenance and heritage education program, while they receive external funding from the provincial government, user fees and school board contracts, are funded in part by municipal levy. The mill is a National Historic Site.	Program and Service has been financed in part through municipal levies. The LPRCA Board will discuss options to seek other funding sources and/or negotiate cost-apportionment agreements with member municipalities. Future updates to the P&S inventory listing will reflect the status of discussions.

Program or Service	Category	Applicable Section of the Act	Description	Section 6(6) Info Requirements
Conservation Parks	3	CA Act Section 21.1.2	Water and hydro services upgrades, washroom upgrades, roof replacements, water systems and vehicles. The capital infrastructure upgrades, vehicles and equipment have been funded in part by municipal levy.	Program and Service has been financed in part through municipal levies. The campgrounds annually have an operating surplus that has historically been used to reduce levy and partially fund the corporate services expenses. A capital reserve should be established prior to the 2024 budget and then an agreement would not be needed with municipalities to fund the capital activities with levy.
Public Forest Land Management	1 & 3	CA Act Section 21.1.2	10-year Managed Forest Plans renewal, 5-year Operational Plan, harvest operations (marking, tendering, monitoring), ecological surveys, MFTIP and CLTIP programs.	Not financed through municipal levies.
Leighton and Betty Brown Conservation Scholarship	3	CA Act Section 21.1.2	Awarded annually to a watershed student graduating from high school and pursuing a degree in an environmental or natural resources field	Not financed through municipal levies.

Inventory of Programs and Services

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
<b>Natural Hazard Management</b>							
1049	<b>Environmental Planning &amp; Regulations</b>	<b>Regulations</b> Section 28.1 Permit Administration and compliance activities	Reviewing and processing permit applications, associated technical reports, site inspections, communication with applicants, agents, and consultants. Property inquiries Legal expenses for regulations and compliance.  Input to the review and approval processes under other applicable law, (e.g., Environmental Assessment Act, Drainage Act, Aggregate Resources Act, with comments principally related to natural hazards, wetlands, watercourses and Sec 28 permit requirements.	1	Ontario Regulation 686/21s.8	\$710,879	\$1,041,429 Municipal Levy 67%  Self Generated 33%
		Review under Other Legislation	Input to the review and approval processes under other applicable law, (e.g. Environmental Assessment Act, Drainage Act, Aggregate Resources Act, with comments principally related to natural hazards, wetlands, watercourses and Sec 28 permit requirements.		Ontario Regulation 686/21s.6		
1038 and 1041-40		<b>Planning</b> Municipal Plan Input and Review	Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances).  Input to municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of MNRF (delegated to CAs in 1983).	1	Ontario Regulation 686/21s.7	\$508,955	\$738,611  Municipal Levy 69%, Self Generated 31%
1038	Municipal Plan Input and Review	Technical information and advice to municipalities on circulated municipal land use planning applications related to Natural	2	CA Act s.21(1)(n)  Updating MOUs	\$103,130	\$105,147	

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
		<b>NOT related to Natural Hazards</b>	Heritage features and functions and Stormwater Management (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances).  Input to municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural heritage features and functions and Stormwater Management.  Comments incorporate natural heritage information particularly around wetlands and aquatic species at risk to develop planning and regulatory strategies to mitigate downstream natural hazards.		required		Municipal Levy 79%, Self Generated 21%
		Natural Heritage	Natural heritage monitoring, plans/strategies and system design not on Conservation Authority owned land, to inform Official Plan and/or County level studies	2	CA Act s.21(1)(n)	Example: Natural Heritage System Studies	Project Specific
1085, 1086, 1087-3050, 1920-3030	<b>Water Management</b>	Flood Forecasting and Warning	Daily data collection and monitoring of local weather forecasts, provincial models, streamflow and reservoir conditions, etc. Routine collection of near real-time data from stream gauge network (water level, flow and precipitation). Seasonal collection and reporting on snow surveys. Maintenance of hydrometric gauges (both UTRCA gauges and assisting with maintenance of Water Survey of Canada gauges). Continuous monitoring of stream flow, reservoirs, and watershed conditions. Maintaining historical records.  Development, maintenance and implementation of Flood Contingency Plan. Regular liaison with municipal flood coordinators. Issuing flood bulletins and media releases.	1	Ontario Regulation 686/21s.2	\$652,398	\$614,300  Provincial 15%, Municipal Levy 84%, Self Generated 1%



UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
1034 (5%), 1077, 1080, 1081, 1082, 1083, 1084		Flood and Erosion Control Infrastructure Operation <i>and</i> Management	<p>The UTRCA operates, and maintains flood control dams, dyke and flood wall systems, flood control channels, and erosion control structures. Includes 3 large dams and 9 smaller dams. The UTRCA also maintains 3 flood control channels, 8 dykes/floodwalls and 11 erosion control structures. Undertake dam safety studies and improve public safety around dams. In addition to the regular operation and maintenance of these structures the UTRCA undertakes major maintenance projects on water and erosion control structures</p> <p>In addition to the above structures which were constructed by the UTRCA, the UTRCA also operates and maintains structures that are municipally owned/built but operated and maintained by the UTRCA through agreement with the municipality.</p>	1	Ontario Regulation 686/21s.5	\$1,682,388 (not including major capital repairs)	\$1,767,561 Provincial 5%, Municipal Levy 64%, Self Generated 21%
		Operation Plans and Asset Management related to this Infrastructure	<b>New Project:</b> Development of Operational Plans and Asset Management Plans related to this infrastructure	1	Ontario Regulation 686/21s.5  per requirements in Section 5 of the <a href="#">Mandatory Programs and Services Regulation</a>	New Program	NOTE: Strategy to be completed on or before <b>December 31, 2024</b>
1042		Flood Plain Mapping & Natural Hazards Technical Studies and Information Management	<p>Analysis and identification of areas susceptible to riverine flooding to create mapping products to delineate flood-prone and erosion-prone areas.</p> <p>Data collection, analysis, reporting and mapping of data sets related to the understanding and mitigation of natural hazards. Development and use of systems to collect, store and provide spatial geographical representations of data and other mapping</p>	1	Ontario Regulation 686/21 s. 5(1)1  686/21 s.9(1)2	\$746,500	\$776,981  Provincial Transfer Payment 2%, Municipal Levy 69%, Self Generated 29%

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
1009, 1041-30, 1088			products.  Studies and projects to inform natural hazards management programs including: floodplain management, watershed hydrology, regulated areas mapping update, flood forecasting system assessment, floodplain policy	1	Ontario Regulation 686/21 s. 1(3)1. iv.	\$216,609	\$306,552  Provincial Transfer Payment 20%,  Municipal Levy 65%,  Self Generated 14%
		Climate Change	Understanding the risks related to natural hazards, including how these risks may be affected by climate change through collection and management of climate science data in order to identify potential effects of climate change.  Identification of vulnerability or risk, and the development of mitigation and adaptation policies and plans  Managing, preventing and mitigating risks related to natural hazards. Promoting public awareness through communications, outreach and education to build climate resiliency. Pilot Projects Low Impact Development, green infrastructure, agricultural stewardship, including tree planting for flood/erosion mitigation. <i>(restoration on CA lands not included)</i>				
1079		Low water response	Surface and groundwater conditions monitoring and analysis: including water level, flow and precipitation, within the watershed using the Ontario Low Water Response protocol and hydrometric stream gauge network. Coordination of monitoring with Water Response Committee	1	Ontario Regulation 686/21s.3	\$6,010	\$8,803  Municipal Levy 100%
1001, 1004, 1017, 1094		Communications, Outreach and Education related to Natural Hazards and Low water response	Promoting public awareness of natural hazards including flooding, drought, and erosion. Public events, materials. Social media services. Media relations. Educate elementary school students and the public about the danger of floodwaters.  Technical & administrative support to the Water Response Team (WRT) representing major water users and decision makers, who	1	Ontario Regulation 686/21s.1(2)	\$582,958	\$370,819  Municipal Levy 69%,  Self Generated 31%

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
			recommend drought response actions.				
<b>Conservation Authority Lands and Conservation Areas</b>							
The UTRCA owns 5,967 hectares of land which includes conservation areas, management areas, conservation forests, farmland and flood control structures and surrounding land. UTRCA property is essential to watershed management, flood control, environmental protection, and provides areas for passive recreation							
1051, 1052	<b>Lands, Facilities and Conservation Areas</b>	Section 29 Minister's regulation for Conservation Areas	Conservation areas encroachment monitoring and risk management. Legal expenses for regulation and compliance part of Conservation Lands management below.	1	Ontario Regulation 686/21 s.9(1)4 <a href="#">Rules for Conduct in Conservation Areas</a> (O. Reg. 688/21)	\$84,523 plus some part of Lands Management	\$72,305 Self Generated 100%
		Strategy for CA owned or controlled lands and management plans.	<b>New Project:</b> A strategy to guide the management and use of CA-owned or controlled properties including: guiding principles, objectives, land use, natural heritage, classifications of lands, mapping, identification of programs and services on the lands, public consultation, publish on website_and includes periodic review and update.	1	Ontario Regulation 686/21 s.9(1)1 per requirements in Section 10 of the <a href="#">Mandatory Programs and Services Regulation</a>	New Program	NOTE: Strategy to be completed on or before <b>December 31, 2024</b>
		Land Inventory	<b>New Project:</b> Development of an inventory containing information for every parcel of land owned or controlled by the Authority.  The land inventory will include the following information: location as well as date, method and purpose of acquisition, land use. One time project with updates as properties are acquired or disposed of.	1	Ontario Regulation 686/21 s.9(1)3 per requirements in Section 10 of the <a href="#">Mandatory Programs and Services Regulation</a>	New Program	NOTE: Strategy to be completed on or before <b>December 31, 2024</b>
		Land Acquisition and Disposition Strategy	<b>New Project:</b> A policy to guide the acquisition and disposition of land in order to fulfil the objects of the authority.	1	Ontario Regulation 686/21 s.9(1)1 per requirements in	New Program	NOTE: Strategy to be completed on or before <b>December 31,</b>

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
					Section 10 of the <a href="#">Mandatory Programs and Services Regulation</a>		<b>2024</b>
1029, 1035, 1036, 1037, 1044, 1048, 1050, 1054, 1056, 1063, 1065, 1080, 1095- 5070, 1096		Conservation Lands:  Management, operation and maintenance	<b>Public Access for Passive Recreation:</b> Management and maintenance of conservation lands for public access and recreational trails. Includes risk management program, hazard tree management, gates, fencing, signage, brochures, communications, pedestrian bridges, trails, parking lots, pavilions, roadways, drainage, stormwater management, stewardship, restoration, ecological monitoring, recreational dams (with no flood control or low flow augmentation function). Carrying costs such as taxes and insurance	1	Ontario Regulation 686/21 s.9(1)1	\$1,052,513	\$1,224,886  Municipal Levy 63%, Self Generated 37%
			<b>Conserve Natural Heritage:</b> Management and maintenance to conserve natural heritage on CA owned lands. Includes forest management, signage, gates, stewardship, restoration, ecological monitoring, Species at Risk inventories, carrying costs such as taxes and insurance.		Ontario Regulation Reg. 686/21 s.9(1)2	\$255,447	\$323,069
1027 (15%)		Species at Risk activities on UTRCA owned lands	Periodic inventories of terrestrial Species at Risk on UTRCA lands, GIS mapping and submission of data to NHIC. Information guides land use activities and restoration projects.	1	Ontario Regulation 686/21 s.9(1)2	\$19,139	\$19,754  Municipal Levy 17%, Self Generated 83%

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
1045, 1046		City of London ESAs Management	Management of the City's 14 Environmentally Significant Areas (ESAs), initiated in 2009 and updated annually to reflect operational and capital needs	2	Annual Agreements since 2009	\$614,127	\$631,602 Self Generated 100%
1034 (95%)		Conservation Area Campgrounds	Management, operation and maintenance of Fanshawe, Wildwood and Pittock campgrounds.	3	Campgrounds are operated independent of Municipal Levy	\$4,428,410	\$4,988,296 Self Generated 100%
1047, 1053,		Land Lease and Agreement Management, Hydro generation	Management of current and future land leases and property agreements. Maintenance of rental properties to supplement land management activities	3	CA Act s.21(1)(c)&(d)	\$175,083	\$315,573 Self Generated 100%
<b>Drinking Water Source Protection</b>							
<b>Program Description: The protection of municipal drinking water supplies in the Thames Sydenham and Region through the development and implementation of the Source Protection Plans.</b>							
1039	<b>Source Protection Planning</b>	Source protection authority role as set out in the Clean Water Act.	<p><b>Source Protection Authority Lead for the Thames-Sydenham and Region.</b></p> <p>Technical support, SPC support, SPA reports and meetings, activities required by the Clean Water Act and regulations that applies to the authority's source protection area.</p> <p>Assisting in the co-ordination and implementation of the source protection plan that applies to the authority's source protection area.</p> <p>Where the authority considers it advisable, reviewing and commenting on any proposal made under another Act that is circulated to the authority for the purpose of determining,</p> <p>i. whether the proposal relates to a significant drinking water threat that is governed by the plan, or</p>	1	Ontario Regulation 686/21 s.13 Agreements with LTVCA and SCRCa to undertake implementation efforts.	\$521,920	\$517,645 100% Provincial as a Lead Source Protection Authority. Transfer funding to LTVCA and SCRCa to support this program

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
1040			ii. the proposal's potential impact on any drinking water sources protected by the plan.				
		DWSP Risk Management Inspection / Official	Support municipalities to implement Part IV duties of the Clean Water through service agreements.	2	Clean Water Act s.47(1) & s.48(1) CA Act s.21(1)(a) &(n)	\$181,860	\$164,986 Municipal Agreements – 100%
<b>Water Quality &amp; Quantity Monitoring</b>							
<b>The UTRCA, in partnership with the Ministry of Environment, Climate Change and Parks (MECP), has established long term sites to monitor surface and ground water conditions.</b>							
1026-0000	<b>Provincial Water Quality and Quantity Monitoring</b>	Provincial Water Quality Monitoring Network (PWQMN)	A long-standing (50+ year) CA/MECP partnership for stream water quality monitoring at 24 sites. CA takes water samples; MECP does lab analysis and data management. CA uses information for watershed report cards, and stewardship project prioritization.	1	Ontario Regulations 686/21 s.12(1)2 686/21 s.12(3)	\$167,541	\$204,587 Municipal Levy 96%, Self Generated 4%
		Provincial Groundwater Monitoring Network (PGMN)	A long-standing (20+ year) CA/MECP partnership for groundwater level and quality monitoring at 24 sites throughout the watershed. CA maintains equipment, data transfer to MECP, water sampling; MECP provides equipment, standards, data management.		Ontario Regulations 686/21 s.12(1)1 686/21 s.12(2)		
<b>Core Watershed-based Resource Management Strategy - Advancing and contributing to the maintenance of a healthy and resilient natural environment.</b>							
<b>Program Description: The purpose of a watershed plan is to understand the current conditions of the watershed, and identify measures to protect, enhance, and restore the health of the watershed. Watershed strategies provide a management framework to provide recommendations which consist of goals, objectives, indicators, and management recommendations. This addresses existing issues in the watershed and mitigates impacts from potential future land.</b>							
	<b>Core Watershed-based</b>	Strategy Development	Develop guiding principles and objectives that inform the design and delivery of programs and services the CA is required to	1	Ontario Regulations	New Program	NOTE: Strategy to be completed on or before December 31,

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
	<b>Resource Management Strategy</b>		<p>provide.</p> <p>Collate/compile existing resource management plans, watershed plans, strategic plans, studies and data. Strategy development, implementation &amp; annual reporting.</p> <p>Develop a process for periodic review including procedures to engage/ consult with stakeholders and the public.</p> <p>Strategy development must include a stakeholder and public consultation component.</p>		<p>686/21 s.8</p> <p>686/21 s.12(1)3</p> <p>686/21 s.12(4)</p> <p>per requirements in 12(4)-(9) of the <a href="#">Mandatory Programs and Services Regulation</a></p>	(Include 5-year review)	2024
1025, 1030, 1031	<b>Integrated Watershed Planning</b>	Watershed Management Strategy / Shared Waters Approach	<p>Watershed strategies provide a management framework to provide recommendations which consist of goals, objectives, indicators, and recommendations. This addresses existing issues in the watershed and mitigates impacts from potential future land uses, while recommending appropriate actions to protect, enhance, and restore the watershed.</p> <p>The Thames River (Deshkan Ziibi) Shared Waters Approach to Water Quality &amp; Quantity, will be a key component of a broader watershed strategy, known as the Thames River Clearwater Revival (TRCWR), which considers all the interactions of land, water, plants, animals and people, with the overall objective of improving the ecological condition of the Thames River, Lake St. Clair and Lake Erie.</p>	3	CA Act s.21(1)(a)	\$291,517	\$344,151 Municipal Levy 76%, Self Generated 24%
1089		First Nations Engagement	To further the development of a more holistic approach in watershed planning, incorporating aspects of Indigenous Traditional Knowledge (ITK) and an awareness of the River's spirit, in addition to western science and management objectives.	2 & 3	Expanded Program	\$134,099	\$90,480 Municipal Levy 39%, Self Generated 61%
1032		Natural Heritage and Ecological	UTRCA in partnership with Conservation Ontario, reports on local watershed conditions every five years. The report cards provide	3	CA Act s.21(1)(a)	\$50,104 (for Report Cards only)	\$0

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
		Monitoring: Watershed Report Cards	information on surface water, groundwater, forest and wetland conditions in the watershed, to understand current local (subwatershed) health and emerging trends as a basis for setting environmental management priorities and inspiring local environmental action within the 28 subwatershed in the UTRCA.				<b>No direct funding</b>
1026, 1028	<b>Research &amp; Monitoring</b>	Aquatic Monitoring / Water Quality Program	<p>Undertake aquatic monitoring including collecting, analyzing, and reporting on data for surface water and groundwater quality, stream health, reservoir algae, benthic, fisheries, habitat, and species at risk.</p> <p>Surface water quality sampling at additional sites at key locations to better understand the watershed conditions and to support Watershed Report Card program.</p> <p>Benthic Monitoring and Assessment Program – samples collected annually and processed/identified by UTRCA staff. This process evaluates surface water quality using macro-invertebrates (insect larvae, etc.) living in streams and supports Watershed Report Cards program.</p>	3	CA Act s.21(1)(n)	\$227,174	\$259,533  Municipal Levy 74 %, Self Generated 26%



UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
1027 (85%)		Stream Classification	Collection of fish community data as supported by DFO to determine watershed species ranges and identify invasive species and aquatic species at risk. This includes the municipal drain classification program, which classifies “not rated” drains to help streamline Fisheries Act approvals to the benefit of both Drain Superintendents and landowners. This is a component of CA Act approvals for municipal drainage works, that while specific to drain review and associated hazards, also protects headwater function, habitat and ecosystem health				
		Species At Risk	Inventories of Aquatic Species at Risk GIS mapping and submission of data to NHIC. Information guides land use activities and restoration projects.	3	CA Act s.21(1)(n)	\$153,544	\$159,600 Municipal Levy 17% Self Generated 83%
		Water Quality Data	Compile and maintain a comprehensive monitoring database (WISKI) that is integrated and available to watershed partners, and is commonly accessed by development proponents in watershed municipalities when undertaking technical studies or assessments associated with land development activities.	3	LSWIM for Risk Management Services is recoverable through partner agreements	\$216,446 for LSWIMS and WISKI partners	\$94,707 Self Generated 100%
		City of London Dingman Creek Monitoring Program	Agreement with City of London for enhanced benthic monitoring within the Dingman Creek Subwatershed.	2	CA Act s.21(1)(a)	\$40,200	\$25,000 Self Generated 100%
	<b>Watershed Stewardship and Restoration</b>	Private Land Stewardship and Restoration	Work with property owners to implement Best Management Practices to mitigate flood and erosion hazards, improve and protect water quality, restore floodplains and river valleys, reduce nutrient contamination, restore and enhance wetlands to	3	CA Act s.21(1)(g)&(o)	\$695,600	\$717,735 Municipal Levy 56%,

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
1033, 1055, 1057, 1060, 1064, 1066, 1105	(Urban, rural & agricultural)	Tree Planting and Forest Management not related to natural hazards	<p>reduce flooding peaks and augment low flow, management of terrestrial non-native invasive species, protect groundwater, and improve aquatic species at risk habitat. Apply for and manage external funding, promote private land stewardship, outreach, provide advice and design assistance to property owners.</p> <p>Implementation of watershed plan stewardship recommendations.</p> <p>Forestry services including planting plan development, site preparation, tree and shrub planting, and survival assessments. Private woodlot stewardship, technical assistance, link to funding programs to maintain form and function of watershed forest cover.</p>				Self Generated 44%
1059, 1062, 1068		Clean Water Program	<p>Deliver the Clean Water Program (CWP), which provides a one-window service for rural landowners to access technical assistance and financial incentives for implementing best management practices (BMPs) that improve surface water and groundwater quality and soil health, and contribute to sustainable agricultural operations.</p> <p><b>NOTE:</b> funded by the Counties of Oxford and Middlesex, City of Stratford for 2022, with additional funding leveraged from industry, government, foundations, and donations when available.</p>	2	CA Act s.21(1)(g)&(o)	\$132,033	\$189,773 Self Generated 100%
1067, 1070,		Great Lakes Connections:	Deliver watershed phosphorus reduction research and demonstration projects partnering with Environment and Climate	3	CA Act s.21(1)(g) &(o)	\$802,575	\$747,790

UTRCA Code	Program Area	Programs / Service Provision	Program / Services Description	Category	Legislative Reference and Notes	Average Annual Costs based on 5 Year Average (Operating including depreciation)	2022 Projected Operating Costs and Funding Sources
1073, 1075, 1099, 1100, 1101, 1102, 1104, 1106, 1108, 1109, 1113, 1114		Phosphorus / Nutrient Reduction Programs (Medway / ECCC / OMAFRA)	Change Canada (ECCC) and the Ontario Ministry of Agriculture, Food & Rural Affairs (OMAFRA)  Research and demonstration projects focused on agricultural stewardship efforts to reduce nutrients in the Thames River and improve the health of Lakes St. Clair and Erie.  Lead information sharing and coordinate innovation through research, demonstration projects, workshops, and field tours, in partnership with landowners, agencies, academia, and private sector.				Self Generated 100%
<b>Conservation/ Outdoor Education and Community Outreach</b>							
<b>Program Description: Education and outreach programs increase knowledge and awareness in children and adults about local environmental issues, watersheds and ecosystems and conservation actions they can implement.</b>							
	<b>Community Partnerships and Education</b>	Community Involvement and Events  Environmental Education	Education and outreach programs and community events to assist in achieving the objectives of the conservation authority. These programs are open to people of all ages.  Examples include Community Science, Watershed and “Friends of” projects.  Curriculum-based education programs for elementary and secondary students. These programs focus on local watersheds, ecosystems, and environmental issues. Programs take place at schools (indoors and outdoors), field trips to conservation areas and community parks and through online learning.	3	CA Act Reg. 686/21 s.1(2) & s.1(3)3,4  CA Act s.21(1)(n)	\$719,489	\$679,722  Municipal Levy 44%,  Self Generated 56%

**Notes:**

Provincial transfer refers to only the transfer payment UTRCA receives from the provincial government for the delivery of mandatory programs and services.

**For the purposes of this document “self-generated” revenues includes permit fees, fees for service, user fees, grants including provincial and federal funding that UTRCA has to apply and compete for and municipal fee for services agreements beyond municipal levy.**

**Inventory Principles** - A brief explanation on the principles applied when developing the Inventory of Programs and services is provided:

- 1) Each program and service has been categorized based on the criteria identified under the *Conservation Authorities Act* and supporting regulations. As required by regulation 687/21, the inventory explains why a program falls into category 1 by referencing applicable sections of regulation 686/21 “Mandatory Programs and Services”. Category 2 and 3 programs provided through other legislation are also noted.
- 2) The list has been developed to align our programs and services with our past budget reporting framework. In some cases the delineation between categories of programs has not been refined; instead a grouping of programs is identified at this time.
- 3) The UTRCA’s inventory includes only operating costs. Capital costs are extremely variable from year to year and would skew estimates.
- 4) The Regulation requires that the annual cost of each program and service be provided based on the average of the last five years; however, any other value that better reflects the cost of a program are permitted, provided it is justified. The UTRCA has indicated both a 5 year average and the 2022 estimate costs for programs and services. Utilizing a five year average fails to recognize significant changes in the past 5-year period including impacts to operations due to COVID, and inflation, particularly through 2021. In addition, with the high level of growth in the watershed, and corresponding demand for UTRCA programs and Services the 2022 budget provides a more accurate estimate of cost than a five year average.
- 5) Although previous agreements and MOUs have been negotiated for some of programs and services, we expect that all will need to be renegotiated to incorporate the requirements identified in regulation. Quarterly reports will identify the progress made on all negotiations.

## Corporate Administrative Costs

**Program Description: Key assistance provided to all departments of the conservation authority, board of directors, member municipalities and the general public to enable the UTRCA to operate in an accountable, efficient and effective manner. Costs are currently distributed to programs listed above.**

**Note: The methodology for inclusion of these types of services will be finalized once the Phase 2 regulations are in place.**

Corporate Services	Administrative, operating and capital costs which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of a conservation authority, Oversight of programs and policies.  Includes costs related to agreements/contracts and supporting CA Board, governance, administrative by-laws, General Manager and Management Team	\$694,153
Financial and Human Resources Services	Employee management systems, training, health and safety programs, budgeting, accounts payable and receivable, payroll, financial analysis, financial audit, administration of reserves and investments, financial reports for funding agencies, preparing and submitting reports to CRA, benefits program administration.	\$841,828
Communications and Marketing	Supporting delivery of products and programs through communication platforms (media, open houses, public meetings), website administration and maintenance responding to inquiries from the public.	\$488,469
Information Technology Management/ GIS	Data management, records retention. Development and use of systems to collect and store data and to provide spatial geographical representations of data. Systems to support the collection, maintenance, analysis, reporting and communications on various corporate data sets including but not limited to: surface and groundwater quality and quantity, aquatic and terrestrial biology, geospatial data and imaging, financial and other corporate services, internal and external communications and collaboration,	\$756,288
Administration Buildings	Administration buildings and workshops used to support UTRCA staff, programs and services. Includes utilities, routine and major maintenance, property taxes. Note: The Average Annual Cost does not include accessibility upgrades needed by January 1, 2025.	\$538,450
Vehicles and Equipment	A fleet of vehicles and equipment to support the work of the UTRCA, including capital purchases, fuel, licenses, repairs and maintenance. Programs and projects are charged for the use of vehicles and equipment.	\$655,739