

## **Appendix “A”**

### **Crowe Valley Conservation Authority Description of Programs and Services**

#### **General Overview**

The Crowe Valley Conservation Authority (CVCA) has submitted this inventory of programs and services to its member municipalities in accordance with the CVCA’s Transition Plan developed as per Ontario Regulation 687/21.

The inventory is a list all of the programs and services the CVCA provides to its member municipalities and is intended to ensure the municipalities know and understand the cost and funding source for each of these categories.

The listed items are broadly based on a mandatory program that has developed over the history of the CVCA. The primary mandate of the CVCA has been water management since its inception in 1958, focussing on the operation of the water control structures throughout the Crowe River watershed. Any subsequent expansion of this role has resulted from Provincial requirements to help ensure the safety of residents, protect their property and guide development away from certain natural hazards. As well, the CVCA has been able to acquire properties throughout the watershed for conservation and the promotion of outdoor experiences for the public. The last significant change to the Authority’s mandate was the addition of Source Water Protection responsibilities.

The list and the associated financial information augments the Draft Budgets circulated to the municipalities every year.

The following information is provided to our member municipalities to help broaden the municipal knowledge base while providing an opportunity to discuss the programs and service the CVCA offers to the municipalities. This in turn will determine if any cost apportioning agreements are necessary to move forward with the current suite of programs and services.

Regarding the requirements of the inventory list, Ontario Regulation 687/21 states that an historical five (5) year average of the costs of each program should be included. The CVCA Board has considered this requirement and has determined the benefit of its inclusion is minimal. Rather, staff have listed the 2022 Budget to reflect the current costs and provide a launching point for possible future expenses based primarily on inflationary pressures.

***The following is a description of the inventory of programs and services offered by the Crowe Valley Conservation Authority.***

## ***Category 1 – Mandatory – Natural Hazard***

### **Watershed Operations and Administration**

The Crowe Valley Conservation Authority watershed infrastructure includes 13 dams and weirs that are operated and maintained by staff throughout the year to manage the Crowe River and its tributaries. This water management role is vital to reduce the effects of flooding, maintain recreational seasonal water levels and augment low flows during severe drought scenarios. In order to complete this work, CVCA staff make day to day necessary adjustments when appropriate at any time of the year. Routine minor maintenance includes the replacement of stop logs, minor repairs of equipment and the structures are inspected by staff annually.

Major maintenance will be conducted as required and as per available funding from the Provincial Water and Erosion Control Infrastructure (WECI) program and identifying the support required from our member municipalities. To date, this 50/50 cost sharing arrangement has been very successful and resulted in a number of projects completed in the last few years.

A significant component of the CVCA's watershed management is the flood forecasting and warning system. Daily data is collected from the CVCA's network of stream flow and water level gauges. In addition, weather forecasts, watershed conditions (groundwater, wetland water capacity) and snow surveys are further taken into consideration. A network of equipment and communications has been established to ensure the system is prepared on a daily basis to accurately assess and determine the appropriate messaging to the member municipalities, the public and emergency services.

Similar to flooding events, the CVCA is prepared to analyze and monitor low water scenarios and provide the support to the Low Water Response Team who recommend actionable items to the public and our member municipalities.

CVCA staff participate in the provincial water quality monitoring network which includes taking water samples and passing it on to the Ministry of Conservation and Parks for lab analysis and data management. The subsequent information is utilized by the CVCA and presented in watershed report cards for public consumption. The data is one component indicating the health of the Crowe River watershed.

Groundwater level and monitoring is also conducted by the CVCA for additional data for the watershed report card.

The administrative support network has been included in this category and includes items such as admin staff (2.5 FTE's – General Manager, Bookkeeper, Secretary), CVCA Board governance (meeting expenses), audit fees, insurance, CVCA Admin office and workshop expenses, professional development, computer expenses, vehicle maintenance and repairs, equipment, communication expenses (telephone, maintaining website, social media outlets) and corporate services (finances, health and safety, policies).

As well as the admin staff's normal role, staff contributes to the watershed operations program in a backup role as required to ensure dam operations are completed as necessary.

In addition to the foregoing, the CVCA has included the expenses to cover asset replacement costs for operational assets (vehicles, equipment, building, flood forecasting system, etc.) and water control infrastructure assets (dams and weirs).

### **Natural Hazard Prevention**

In conjunction with the above protection component of the CVCA's programs and services, the Authority applies the preventative approach to protect people, their lives and their property with the implementation of Ontario Regulation 159/06. This program includes the review and processing of development applications within the CVCA's regulated area. The program is to ensure the appropriate development is located in the appropriate location. Essentially, it is a tool for the public to use in order their proposed development is not placed at risk in a natural hazard such as flooding or erosion. While this comprehensive program is for reviewing public proposals along waterbodies, the CVCA also becomes the voice of the environment to protect watercourses and natural features such as wetlands.

In conjunction with these responsibilities, CVCA staff are circulated and provide comments on municipal planning applications such as official plans, zoning by-law amendments, minor variances, subdivisions, and consents. Provincial responsibilities regarding the Provincial Policy Statement have also been delegated to all conservation authorities and the CVCA provides input as required.

## ***Category 1 – Mandatory – Clean Water Act 2006 Responsibilities***

### **Drinking Water Source Protection**

The Clean Water Act identifies the Crowe Valley Source Protection Authority to deliver the program mandate for the Crowe Valley watershed. Provincial funding (100%) is provided to the CVCA for a .5 of an FTE to fulfill its duties and responsibilities under the Act.

## ***Category 1 – Mandatory – Conservation Area Land Management***

### **Conservation Areas**

The Crowe Valley CA owns 1,200 acres of land which includes 4 conservation areas and a managed forest area. Each of the properties are unique and offer an outdoor experience, while preserving the property for future use by the public and preserving the natural ecosystem. All of the properties are passive recreational opportunities for the public except for the managed forest area, which is land locked. Expenses are limited to the administration of the properties, taxes and minor maintenance. The exception is Crowe Bridge Conservation Area, which has been leased to the CVCA member municipality Trent Hills.

## ***Category 2 – Non-Mandatory – Municipal Partnership Agreement***

### **Source Protection – Risk Management Official**

The CVCA carries out Part IV duties of the Clean Water Act on behalf of the Municipality of Highlands East through a service agreement.

## ***Category 3 – Non-Mandatory – Other***

### **McGeachie Cottage Rental**

The McGeachie cottage and property was donated to the CVCA in 1994 with the intent of the property to be conserved and developed as an outdoor education centre. At the time, there was Provincial funding to help offset those expenses as the property was developed. As those funding sources were eliminated, the CVCA turned to other sources of revenue, including the rental of the cottage. Over time, the revenues and the maintenance expenses (including taxes) have gradually evened out to become balanced, especially in the past couple of years with higher occupancy rates due to COVID. The CVCA is hopeful additional rentals or increased rental fees will result in more revenue for the Authority to aid with municipal levies paid to the Authority.