

HCA Inventory of Programs & Services

As required for Conservation Authority Act Amendments

HCA Board approved January 20,2022

As amended March 2, 2023

BACKGROUND

On October 7th, 2021, three (3) new regulations were instituted under the *Conservation Authorities Act*.

- Ontario Regulation 686/21: Mandatory Programs and Services.
- Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services
- Ontario Regulation 688/21: Rules of Conduct in Conservation Areas.

The recently proclaimed provisions within the *Conservation Authorities Act* and these accompanying regulations establish the requirements for Transition Plans and Agreements for Programs and Services (see Section 21.1.2 of the Act and Regulation 687/21).

The key components and deadlines for the Transition Plan are illustrated in the figure below. The purpose of the transition period is to provide conservation authorities and municipalities the time to address changes to the budgeting and levy process prior to implementation of the new provisions on January 1st, 2024.



In order to be in compliance with Regulation 687/21, the HCA Board of Directors approved the HCA Transition Plan at its November 4th, 2021 meeting, following the requirements set out by MECP.

As shown in the figure above, the Board approved Inventory of Programs and Services is required by February 28th, 2022.

The Board approved inventory of programs and services is required to be circulated to HCA's participating municipalities, the City of Hamilton and Township of Puslinch and be published on the conservation authority's website or made available to the public by other means. The inventory may be amended after the February 28th deadline based on feedback received from participating municipalities during the balance of the transition phase from the February 28, 2022 deadline to December 31, 2023. Upon agreement to the inventory, municipal partners will need to enter into formal agreements for any Category 2 and 3 programs and services where municipal levy or funding is proposed to be used.

HCA Tables of Programs and Services Natural Hazards Management Program

MECP is requesting that EACH program and service is categorized into one of 3 categories, as follows:

- 1. Mandatory programs and services (defined in regulation; where municipal levy could be used without any 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 an MOU/agreement with participating municipalities)

*More than one category may apply to programs

Program/Service and (subservices) The Program/service is in bold and the subservice below.	Description	Category 1 - Mandatory 2- Municipal 3- Other	Category classification concerns (Y* or N**) *Document any concerns for submission to MECP **for Category 1 only; refer to section of O.Reg. 686/21 that applies as the required explanation	Funding mechanism- % contributions (e.g., provincial, federal, municipal funding, municipal levy, and self- generated revenue).	Estimated Annual cost (based on 2022 budget figures or other amount with explanation)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future).
Natural Hazard Management – see 21.1	(1) 1 i of the Conservation Authorities Act; Sec	ctions 1-8 of the	Mandatory Programs and Serv	rices Regulation O.R. 686/21		
NH1	Reviewing and processing permit	1	N - Section 8 O. R 686/21	Municipal Levy		Currently
Section 28.1 Permit Administration and	applications, associated technical reports,			62%		provided
compliance activities	site inspections, communication with				\$401,000	
	applicants, agents, and consultants. Legal			Self-generated Revenue		
	expenses for regulations and compliance.			38%		
NH2	Input to the review and approval	1	N – Section 6 O. R 686/21	Municipal Levy		Currently
Review under Other Legislation	processes under other applicable law, (e.g.			100%		provided
	Environmental Assessment Act, Drainage				\$58,500	
	Act, Aggregate Resources Act, Niagara			Self-generated Revenue		
	Escarpment Planning and Development			proposed as advisable in the		
	Act proposals) with comments related to			future for Niagara Escarpment		
	natural hazards, wetlands, watercourses			Planning & development Act		
	and Sec 28 permit requirements.			Proposals		

^{*}A program/service that is identified as mandatory is eligible but not required to receive municipal funding

NH3	Technical information and advice to	1,2	N – Section 7 O. R 686/21	Municipal Levy		Currently
Municipal Plan Input and Review	municipalities on circulated municipal land			62%		provided
	use planning applications (Official Plan and				\$401,000	
	Zoning By-law Amendments, Subdivisions,			Self-generated Revenue		
	Consents, Minor Variances).			38%		
	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)					
NH4	Daily data collection and monitoring of	1	N – Section 2 O. R 686/21	Provincial Funding		Currently
Flood Forecasting and Warning	weather forecasts, provincial & local water			36%		provided
	level forecasts and watershed conditions.					
	Flood event forecasting. Flood warning			Municipal Levy	\$126,400	
	and communications. Maintenance of			64%		
	equipment.					
NH5	Water & erosion control infrastructure and	1	N – Section 5 O. R 686/21	Provincial Funding		Currently
Flood and Erosion Control	low flow augmentation.			36%	\$99,400	Provided
Infrastructure Operation and				Municipal Levy		
Management				64%		
					Cost to be determined	
NOTE: Operational and Asset					for management plan	Asset mgmt.
management plans to be completed on						plan to be
or before December 31, 2024 per						developed
requirements in Section 5 of the						
Mandatory Programs and Services						
Regulation						
NH6	Data collection, analysis and identification	1	N – Section 1 O. R 686/21	Reserves	\$106,000	Currently
Flood Plain Mapping	of areas susceptible to riverine or coastal			100%		Provided
	flooding to create mapping products to					
	delineate flood-prone areas.			Capital Block Funding		
				Self generated Funding		

NH7	Frazil ice formation forecasting in Spencer	1	N – Section 4 O. R 686/21	Municipal Levy		Currently
Ice Management Services	Creek in Dundas, including potential			100%	\$20,400	Provided
	standby equipment.					
NOTE: Ice Management Plan(s) to be					Costs to be determined	
completed as necessary on or before					for ice mgmt. plan	Ice mgmt.
December 31, 2024 per requirements						plan to be
in Section 4 of the Mandatory						developed
Programs and Services Regulation						
NH8	Conditions monitoring/analysis. Technical	1	N – Section 3 O. R 686/21	Municipal Levy		Currently
Low water response	& administrative support to the Water			100%		provided
	Response Team representing major water				\$8,200	
	users and decision makers, who			Provincial Funding		
	recommend drought response actions.			0%		
				(when available)		
NH9	Data collection and study of designs to	1	N – Section 1 O. R 686/21	Provincial Funding		Currently
Natural Hazards Technical Studies and Information Management	mitigate natural hazards. Development and use of systems to collect and store			0%		Provided
mormation wanagement	data and to provide spatial geographical			Municipal Levy	\$396,100	
	representations of data.			100%	4330,100	
NH10	Promoting public awareness of natural	1	N Section 1 O. R 686/21	Provincial Funding		Currently
Natural Hazards Communications,	hazards including flooding, drought, and			36%		Provided
Outreach and Education	erosion. Public events, materials. Social				\$25,600	
	media services. Media relations.			Municipal Levy		
				64%		
HCA provides no additional programs (Category 2 or 3 – CA Specific) related to Natur	al Hazards				

Conservation Lands and Conservation Areas

- 1. Mandatory programs and services (defined in regulation; where municipal levy could be used without any 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 an MOU/agreement with participating municipalities)

^{*}More than one category may apply to programs

Program/Service and (subservices) The Program/service is in bold and the subservice below. Description Category 1 - Mandatory 2- Municipal 3- Other Category classification concerns (Y* or N**) 2- Municipal 3- Other Submission to MECP **for Category 1 only; refer to section of O.Reg. 686/21 that applies as the required explanation Funding mechanism-% (based on 2022 bud figures or other amount of the contributions (e.g., provincial, federal, municipal levy, and self-generated revenue).	
Conservation Authority Lands and Conservation Areas 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	
CL1 Conservation areas enforcement/ 1 N Section 9 O. R 686/21 Municipal Levy	Currently
Section 29 Minister's regulation <u>Rules for</u> compliance 40%	provided
Conduct in Conservation Areas (O. Reg. Legal expenses for regulation and \$222,100	
688/21) Self-Generated Revenue	
60%	
CL2 Guiding principles, objectives, 1 N Section 10 O. R 686/21 Municipal Levy	Strategy to
Conservation Area Strategy including for an authority's land	be
acquisition and disposition strategy, Cost to be determin	
NOTE: Strategy to be completed on or land use categories on conservation for management pla	·
before December 31, 2024 per authority owned land,	
requirements in Section 10 of the recommended management	
Mandatory Programs and Services principles for different land	
Regulation categories, etc.	
integration and the state of th	

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CL3 Land Inventory NOTE: Inventory to be completed on or before December 31, 2024 per requirements in Section 11 of the Mandatory Programs and Services Regulation	Development of an inventory containing information for every parcel of land owned or controlled by the Authority.	1	N Section 11 O. R 686/21	Municipal Levy	Cost to be determined for management plan	Inventory to be created
CL4 Management, operation and Maintenance of CA owned lands	Management and Maintenance of HCA owned lands Includes: Stewardship and restoration, Master and management plans, hazard tree and invasive species management and, Ecological monitoring Programs and services to maintain any facilities, trails or other amenities that support public access and recreational activities in conservation areas and that can be provided without the direct support or supervision of staff employed by the authority or by another person or body	1,2	N Section 9 O. R 686/21	Capital bock funding for major maintenance received from City of Hamilton 31% Municipal Levy 69%	\$3,190,300	Currently Provided
Additional programs (Category 2 or 3 – C by another person or body, or commercia		ecreational activity is pro	ovided on the parcel that requi	res the direct support or supervi	sion of staff employed by	the authority or
CL5 Management, operation and maintenance of CA owned lands for active recreation	Management and maintenance of HCA owned lands in order to connect communities and residents with active outdoor recreation opportunities such as camp sites, marina, pavilions, boat rentals, concessions and	3	N	Self-Generated Revenue 88% Capital block funding for special projects received from City of Hamilton 12%	\$8,099,720	Currently Provided

CL6 Outdoor Environmental Education	other assets that can be provided with the direct support or supervision of staff employed by the authority or by another person or body Program Development and Delivery	3	N	Self-Generated Revenue 100%	\$302,700	Currently Provided
CL7 Cultural Heritage Education and Experiences	Program Development and Delivery	2 and/or 3	N	Municipal levy 100% Municipal Agreement Required	\$623,600	Currently Provided
CL8 Land Lease and Agreement Management	Management of land leases and property agreements for agricultural leases and house rentals, as well as temporary third-party agreements on HCA owned or managed property for events, weddings, film shoots, day camps, group picnics, etc.	2, 3	N	Self-Generated Revenue 26% Mgmt. fee cost as per agreement with City of Hamilton for Confed Beach Park 74%	\$538,200	Currently Provided
CL9 Land Acquisition Program	Acquisition of lands containing important natural heritage features, or natural hazards or strategically aligned with existing HCA lands as identified in the Land acquisition and securement policy.	3	N	Self-Generated Revenue Reserves	The range of land acquisition cost in any given year in the last 5 years ranges from \$0 when no lands were acquired up to \$530K in 2021.	Currently Provided

CL10	Development and management	3	N	Self-Generated Revenue		Currently
Partnership Building and Volunteer	of mutually beneficial community			100%		Provided
Support	partnerships, (e.g. "friends of"				\$152,500	
	groups), agreements with First					
	Nations (e.g. deer harvest)					
	volunteer events (e.g. garbage					
	pick-up, plantings, invasive					
	species removal etc.) and					
	collaboration and work with					
	partners on shared goals and					
	objectives (Cootes to					
	Escarpment, Hamilton Burlington					
	Trails Council, Bruce Trail					
	Conservancy etc).					
CL11	Support for the foundation which	3	N	Self-Generated Revenue		Currently
Hamilton Conservation Foundation	raises awareness, funds and					Provided
	resources for HCA programs and			100%	\$393,300	
	services related to natural lands					
	conservation, education and					
	cultural heritage as well as					
	special projects.					

Drinking Water Source Protection

- 1. Mandatory programs and services (defined in regulation; where municipal levy could be used without any agreement)
- 2. Municipal programs and services. Programs and services at the request of a municipality (with municipal funding through an MOU/agreement)
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^{*}More than one category may apply to programs

Program/Service and (subservices) The Program/service is in bold and the subservice below.	Description	Category 1 – Mandatory 2- Municipal 3- Other	Category classification concerns (Y* or N**) *Document any concerns for submission to MECP **for Category 1 only; refer to section of O.Reg. 686/21 that applies as the required explanation	Funding mechanism- % contributions (e.g., provincial, federal, municipal funding, municipal levy, and self- generated revenue).	Estimated Annual cost (based on 2022 budget figures or other amount with explanation)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future)
-	ion see 21.1 (1) 1 iii of the Conserva				lation O.R. 686/21	1
DW1	Source Protection Area/Region,	1	N Section 13	Provincial Funding		Currently provided
Source protection authority	tech support, SPC support, SPA		O. R 686/21	100%		
role as set out in the Clean	reports and meetings, activities					
Water Act.	required by the Clean Water Act			Per agreement,	\$0	
	and regulations.			All costs processed		
	Assisting in the co-ordination			through Conservation		
	and implementation of the			Halton		
	source protection plan that					
	applies to the authority's source					
	protection area.					
	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,					

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	i. whether the proposal relates					
	to a significant drinking water					
	threat that is governed by the					
	plan, or					
	ii. the proposal's potential					
	impact on any drinking water					
	sources protected by the plan.					
Additional programs (Category	2 or 3 – CA Specific) related to Dri	inking Water Source	Protection			
DW2	Well decommissioning	2,3	N	Municipal levy/Municipal	Costs range year	Currently provided
Stewardship				funding	to year depending	
					on number of	
				Municipal agreement required	private landowner	
				to formalize	applications	

Water Quality & Quantity Monitoring

- 1. Mandatory programs and services (defined in regulation; where municipal levy could be used without any 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 an MOU/agreement with participating municipalities)
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Water Quality & Quantity Monito	ring see 21.1 (1) 2 of the Conse	rvation Authorities	Act; ; Section 12(2) and 12(3) o	f the Mandatory Programs and Service	es Regulation O.R. 686/21	
WQ1 Provincial Water Quality Monitoring Network (PWQMN)	A long-standing (50+ year) CA/MECP partnership for stream water quality monitoring. CA takes water samples; MECP does lab analysis and data management	1	N Section 12 O. R 686/21	Municipal Levy 100%	\$130,300	Currently provided
WQ2 Provincial Groundwater Monitoring Network (PGMN)	A long-standing (20+ year) CA/MECP partnership for groundwater level and quality monitoring. CA maintains equipment, data transfer to MECP, water sampling; MECP provides equipment, standards, data management.	1	N Section 12 O. R 686/21	Municipal Levy 100%	\$130,300	Currently provided

Additional programs (Category 2		2 and/or 3		Self-Generated		Currently provided
WQ3 Aquatic Monitoring Program – non-HCA lands	Aquatic monitoring on 3-year cycle basis (OBBN, temperature and fish collection.	2 and/or 3	Y This is a long-term monitoring program that also takes place on HCA lands and is addressed in CL4 above. The overall program is utilized by HCA, City of Hamilton and consultants and helps identify aquatic health on a watershed basis. If funding were not available for private lands aspect, it would impact the overall program, long term data collected and HCA's ability to establish trends and assess overall aquatic watershed health.	Self-Generated 100% Municipal Agreement required for any consideration of funding	\$130,300	Currently provided
WQ4 Water Quality Monitoring - City	Water quality and erosion site monitoring for City of Hamilton City of Hamilton Groundwater Monitoring Well Inspections City of Hamilton Groundwater Monitoring Well Water Quality Sampling	2	N N	Municipal Agreement 100%	\$56,000	Currently provided

	City of Hamilton E. Coli					
	Sampling Program at					
	PWQMN Sites					
	Greensville Surface Water					
	Monitoring					
WQ5	Water quality monitoring	3	N	Provincial Funding- MECP		Currently provided
Water Quality Monitoring –	associated with					
COA and HHRAP	tributaries to Cootes				\$75,000	
	Paradise as part of COA					
	and HHRAP monitoring					

Core Watershed-based Resource Management Strategy

- 1. Mandatory programs and services (defined in regulation; where municipal levy could be used without any agreement)
- 2. Municipal programs and services. Programs and services at the request of a municipality (with municipal funding through an MOU/agreement)
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Program/Service and (subservices) The Program/service is in bold and the subservice below.	Description	Category 1 – Mandatory 2- Municipal 3- Other	Category classification concerns (Y* or N**) *Document any concerns for submission to MECP **for Category 1 only; refer to section of O.Reg. 686/21 that applies as the required explanation	Funding mechanism- % contributions (e.g., provincial, federal, municipal funding, municipal levy, and self- generated revenue).	Estimated Annual cost (based on 2022 budget figures or other amount with explanation)	Program/ Service provided date (prior or post Feb 2022) (indicate present or future)
	Management Strategy see 21.1 (1) 2 of the Conserva			grams and Services Regu	<u>Iation</u> U.K. 686/21
CW1	Develop guiding principles and	1	N	Municipal levy		
Strategy Development	objectives that inform the				Cost to be	Strategy to be developed.
	design and delivery of programs				determined for	Some information currently
NOTE: Strategy to be completed	and services the CA is required				strategy	provided in the form of HCA
on or before December 31, 2024	to provide				development	Strategic plan, HCA Annual reports
per requirements in 12(4)-(9) of	Collate/compile existing					and Watershed Reports cards.
the <u>Mandatory Programs and</u>	resource management plans,					Future work required to
<u>Services Regulation</u>	watershed plans, studies and					incorporate all requirements.
	data.					
	Strategy development,					
	Implementation &					
	annual reporting					
	A review of programs and					
	services provide for the					
	purposes of compliance with CA					
	Act					
	Develop a process for periodic					

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	review including procedures to engage/ consult with stakeholders and the public. Strategy development must include a stakeholder and public consultation component The Watershed based resource				
	management strategy must be				
	made public on the CA website.				
Additional Programs/Service	s (Category 2 & 3; CA specific)			·	
	oreline Management Planning/Science		T		,
CW2	Partner developed plan which	2and/or 3	N	Municipal Levy	Undertaken previously and will be
Sub-watershed planning	identifies streams, wetlands,			100%	provided in the future upon
	forests, groundwater recharge				request
	areas, and other natural areas.			Municipal Agreement required	
	It includes an inventory of				
	plants, animals, birds, and other			Projects undertaken	
	species. Information on stream			Upon request	
	flows, water quality,				
	groundwater movement and				
	other natural features is also				
	included.				
	The plan contains policies and				
	implementation actions to				
	protect, enhance and improve				
	the health of the area.				

CW3	Planning and undertaking an	2 and/or 3	N	Municipal Levy		Currently provided
	ecological monitoring program			100%		
	on a watershed basis to support				\$229,100	
	the objectives of both HCA and			Municipal Agreement required		
	our two municipal partners. This					
	includes the collection, storage,					
	assessment and distribution of					
Watershed Monitoring Program	ecological data and information					
	regarding watershed conditions					
	and health and participation on					
	any working groups.					
CW4	Apply for and manage external	2 and/or 3	N			Currently provided
Watershed Stewardship and	funding, promote private land					
Restoration (Urban, rural &	stewardship, outreach, provide			Municipal Levy		
Agriculture)	advice and design assistance to			100%	\$338,000	
	property owners.					
	Implementation of watershed			Municipal Agreement required		
	plan stewardship					
	recommendations.					
CW5	Identification of vulnerability or	1 and/or 2 or 3	N Section 1 O.R 686/21	Municipal Levy		Currently provided
Climate change impact	risk, and the development of			100%		
assessment /Planning and	mitigation and adaptation				\$129,900	
Policies	polices and corporate climate			Municipal Agreement required		
	change initiatives			for non-category 1 initiatives		

Enabling Program Services

Enabling Program Services <u>NOTE:</u>	methodology for inclusion of these types of services will be finalized once Phase 2 regulations are released			
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.			
Financial Services	Accounting and payroll			
Legal Expenses	Costs related to agreements/contracts, administrative by-law updates			
Communications and Marketing	Supporting delivery of products and programs through communication platforms and promotion of revenue generating activities; websites creation and maintenance			
Governance	Supporting CA Boards, Advisory Committees, Office of CEO/CAO/GM and Senior Management			
Asset Management	Asset management planning, facilities & property management			
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.			

List of Municipal MOU or Agreements for Category 2 Programs and Services

Details of Municipal Agreements

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

- (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.
- 3. NOTE: Modified and/or additional MOUs will need to be negotiated with municipalities. Future updates to the Programs and Services Inventory listing will reflect the status of MOUs

Programs &Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Name of the Municipality	Description	Date Entered and Memorandum of Understanding (MOU)/Agreement Status
NH3	2	City of Hamilton	Planning application and technical review services	March 1, 2013 – 2018 with renewal provision for a further 5 years
NH3	2	County of Wellington	Planning application and technical review services	November 1, 2017 – no expiry noted
WQ4	2	City of Hamilton	Water Monitoring Program Data Collection	July 2021 to June 2022
CL4	2	Town of Flamborough	Operation and Maintenance of Middletown Trail (LaFarge 2000 Trail)	July 16, 1999 – 50-year term
CL4	2	Town of Stoney Creek	Operation and Maintenance of Powerline Trail (Dofasco 2000 Trail)	December 14, 1999 – 50-year term
CL7	2	City of Hamilton	Westfield Heritage Village Ownership Agreement	April 2015
			Funding Agreement	To be undertaken
CL8	2	City of Hamilton	Confederation Beach Park Management Agreement	January 1, 2017 – December 31, 2026 with City provision to extend up to 2 additional & consecutive periods of 5 years each providing written notice
DW2	2 or 3	City of Hamilton	Well decommissioning	To be formalized / undertaken
WQ3	2 or 3	City of Hamilton	Aquatic monitoring program on non-HCA lands	To be undertaken
CW2	2 or 3	City of Hamilton & County of Wellington	Sub watershed planning	To be undertaken
CW3	2 or 3	City of Hamilton & Township of Puslinch	Watershed Monitoring Program	To be undertaken
CW4	2 or 3	City of Hamilton & County of Wellington	Watershed Stewardship and Restoration	To be undertaken
CW5	2 or 3	City of Hamilton & County of Wellington	Climate Change Impact/Planning and Policies	To be undertaken