



TOWN POLICY

ADMINISTRATION POLICY:

Water Shortage Response Plan Policy

DEPARTMENT: General Administration

POLICY NUMBER: GN-070

APPROVAL: 
Jeff Shaw

EFFECTIVE DATE: May 10, 2011

SUPERSEDES: Policy #W-10

UP FOR REVIEW: December 20, 2021

1) Introduction

- The Town of Cardston is responsible for the management of water resources within the municipality. This document is intended as a management and preparedness plan for water shortages in the supply of raw water from the water license diversion locations. The plan will provide guidance to the Town of Cardston staff managing water shortage situations.

2) Existing Water Licenses

- The Town of Cardston has existing licenses in the amount of 1702 acre feet. A copy of these licenses are attached in Appendix A.

3) Risk

- The source of water for these licenses is within the southern tributaries (Lee Creek, Belly River and St. Mary River) of the Oldman River Basin. This basin has had water shortages previously and it is anticipated that there will be shortages in the future. The basin has been closed to new license application as annual volumes in the basin are exceeded by the volume of licenses.

4) Supply Augmentation Strategies

- During the last major shortage in southern Alberta, a Water Sharing Agreement was implemented between the majority of license holders on the southern tributaries of the Oldman River which allowed all users to obtain a portion of their allocation rather than have all junior license holders go without. If conditions warrant, the Town of Cardston would pursue a similar agreement.
- If the water shortage is not major, the Town of Cardston will enter into a sharing agreement with Cardston County and/or Leavitt Irrigation District. This would allow sharing of priority licenses and provide potable water to both the Town and County during short periods of shortage.

5) Demand Reduction Strategies

The Town of Cardston supports water conservation and therefore is committed to establishing





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programs and regulations that promote a reduction in demand. The following is a list of techniques that will be used whereby conservation will be achieved:

- (a) All connections will be metered.
- (b) Water conservation messages and information will be distributed through various mediums.
- (c) The Town's water rates will be structured in such a way as to deter excess consumption.
- (d) Household conservation shall be encouraged through ongoing water conservation initiatives such as the supply of aerators, flow restrictors and conservation rebate programs.
- (e) In the case of water shortage, the Town would impose restrictions on consumption for uses such as lawn watering, car washing, etc.

6) Triggering Criteria

The triggering criteria will be based on the Water Supply Outlook Reports published by Alberta Environment. This report is made available monthly through Alberta Environment's website. Based on the information in the Water Supply Outlook, the Town of Cardston will initiate a water shortage response as follows:

- (a) **Level I – Voluntary:** Alberta Environment issues a Water Supply Outlook that indicates the lower value of the "Probable Range as Percent of Average" of the water supply for the southern tributaries is less than 70%.
 - i. The Town will issue a water shortage advisory and provide conservation educational material;
 - ii. The Town will request voluntary conservation;
 - iii. The Town will initiate discussions with Alberta Environment regarding a possible Water Sharing Agreement in the southern tributaries basin.
- (b) **Level II – Mandatory:** Alberta Environment issues a Water Supply Outlook that indicates the lower value of the "Probable Range as Percent of Average" of the water supply for the southern tributaries is less than 60%.
 - i. The Town will issue a water shortage alert;
 - ii. The Town will impose restrictions on water use;
 - iii. The Town will monitor compliance and enforce restrictions.
- (c) **Level III – Emergency:** Alberta Environment issues a Water Supply Outlook that indicates the lower value of the "Probable Range as Percent of Average" of the water supply for the southern tributaries is less than 50%.
 - i. The Town will issue a water shortage emergency;
 - ii. The Town will ban all non-essential water use.

