

**Date:** October 1, 2015  
**Time:** 1 pm  
**Location:** Rideau Valley Conservation Authority – Monterey Boardroom  
3889 Rideau Valley Drive, Manotick

<b>Welcome and Introductions</b>		
<b>1.0</b>	<ul style="list-style-type: none"> <li>a. Agenda Review</li> <li>b. Notice of Proxies</li> <li>c. Adoption of the Agenda (D)</li> <li>d. Declarations of Interest</li> <li>e. Approval of Minutes – December 5, 2013 (D) <ul style="list-style-type: none"> <li>▶ draft minutes attached as a separate document</li> </ul> </li> <li>f. Status of Action Items – none</li> <li>g. Correspondence – none</li> </ul>	<b>Pg.</b>
		<i>Chair Stavinga</i>
<b>Staff Reports</b>		
<b>2.0</b>	<b>Source Protection Plan Implementation Progress Report</b> – Staff Report attached (I) ..... What is happening with the Source Protection Plan? Staff will provide an update on policy implementation since the Mississippi-Rideau Source Protection Plan came into effect on January 1, 2015.	1
		<i>Allison Gibbons</i>
<b>3.0</b>	<b>Amendments to Ontario Regulation 288/07 “Source Protection Committees”</b> – Staff Report attached (I) ..... What is happening with the Source Protection Committee? Staff will outline the proposed amendment and the possible implications for the Mississippi-Rideau Source Protection Committee.	7
		<i>Allison Gibbons</i>
<b>4.0</b>	<b>Source Protection Program Update</b> – Staff Report attached (I)..... What will happen in 2016 and beyond? Staff will provide an update about the overall Source Protection Program.	9
		<i>Brian Stratton</i>
<b>Other</b>		
<b>5.0</b>	<b>Other Business</b>	
		<i>Chair Stavinga</i>
<b>6.0</b>	<b>Member Inquiries</b>	
		<i>Chair Stavinga</i>
<b>7.0</b>	<b>Next Meeting</b> – Future meeting dates to be determined as needed.	
		<i>Chair Stavinga</i>
<b>8.0</b>	<b>Adjournment</b>	
		<i>Chair Stavinga</i>

**(I) = Information (D) = Decision**

**Delegations:** If you wish to speak to an item on the Agenda please contact Allison Gibbons before the meeting ([allison.gibbons@mrsourcewater.ca](mailto:allison.gibbons@mrsourcewater.ca) or 613-692-3571 / 1-800-267-3504 x 1148)



## 2.0 Source Protection Plan Implementation Progress Report

**Date:** October 1, 2015

**To:** Mississippi-Rideau Source Protection Committee

**From:** Allison Gibbons, Co-Project Manager  
Mississippi-Rideau Source Protection Region

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### **Recommendation:**

That the Mississippi-Rideau Source Protection Committee receive for information this report about implementation of the Mississippi-Rideau Source Protection Plan which came into effect on January 1, 2015.

### **Background**

The Mississippi-Rideau Source Protection Plan developed under Ontario's *Clean Water Act*, sets out the policies to keep contaminants out of rivers and underground aquifers that supply municipal drinking water systems in the region. The Plan was developed locally with input from municipalities, provincial ministries, interest groups, local residents and the broader public. The Plan received ministerial approval on August 27, 2014 and came into effect on January 1, 2015.

### **Implementing Bodies**

The policies in the Source Protection Plan will be implemented by these "implementing bodies":

- Municipalities
- Risk Management Staff – specially trained and appointed to enforce policies written under Part IV of the *Clean Water Act*
- Principal Authority – approval agency for septic systems – Health Unit, municipality or Conservation Authority depending on location
- Ontario Ministry of Agriculture Food and Rural Affairs (OMAFRA)
- Ontario Ministry of Environment and Climate Change (MOECC)
- Ontario Ministry of Natural Resources and Forestry (MNRF)
- Ontario Ministry of Transportation (MTO)
- Ontario Ministry of Consumer Services (MCS) / Technical Standards and Safety Authority (TSSA)
- Source Protection Authority (SPA) – the Conservation Authority in its legislated role under the *Clean Water Act*

### **Compliance Dates / Target Completion Dates**

Each legally binding policy has a compliance date by which it must be implemented and non-legally binding policies have a target completion date. The dates range from six months from the date the Plan came into effect (June 30, 2015) to five years from the date the Plan came into effect (December 31, 2019).

### **Monitoring Policies**

Each policy also has a corresponding monitoring policy which requires the implementing body to report on implementation progress annually beginning in 2018. The monitoring policies will provide valuable information to evaluate the effectiveness of source protection efforts and how to improve the Mississippi-Rideau Source Protection Plan in the future.

## **Implementation Progress to Date**

Implementation progress to date is presented on the attached table. Monitoring policies are not shown because these do not come into effect until 2018; however work has begun on developing procedures and templates so that reporting will be streamlined, consistent and not onerous for implementing bodies.

**Source Protection Plan Implementation  
Progress Report to September 15, 2015**

★ Legally Binding Policies

Implementing Body	Policy Code(s) (or short form)	Policy Name or Description	Tasks	Compliance Date	Progress to Date
<b>Municipalities</b>	ADMIN-1-LB ADMIN-2-LB ADMIN-4-LB ADMIN-5-LB SEW-9 SEW-15	Administrative policies Policies where <i>Planning Act</i> decisions must conform	Set up a process to ensure that new Planning and Building applications (and property inquiries) are screened for applicable Source Protection Plan requirements and to ensure <i>Planning Act</i> decisions conform to Source Protection Plan policies	January 1, 2015	IN PLACE / ONGOING Screening process is in place Screening of applications to ensure source protection policies are met will be ongoing
	ADMIN-3-LB	Official Plan and Zoning By-Law Conformity	Amend planning documents to conform with Source Protection Plan policies	December 31, 2019	IN PROGRESS Initiated or complete in 7 of 14 municipalities
	SEW-3-LB	Lot Grade and Drainage Plans	Require a lot grade and drainage plan as part of Building Permit applications when a septic system is proposed as part of the development ( <u>areas with a score of 10 only</u> )	June 30, 2015	COMPLETE
	SEW-4-LB	Mandatory Connection to Municipal Services	Establish / modify by-law to require connection to municipal sewer services ( <u>areas with a score of 10 only</u> )	December 31, 2015	COMPLETE
	SEW-6-LB	Sanitary Sewer Maintenance Program	Amend existing maintenance program to ensure that sewers are monitored as described in the policy ( <u>areas with a score of 10 only</u> )	Initiate by December 31, 2015	IN PROGRESS
	SALT-3-LB	Road Salt Management Plan (legally binding for Perth, Smiths Falls, Carleton Place, North Grenville only)	Develop and implement a Salt Management Plan ( <u>areas with a score of 10 only</u> )	December 31, 2015	IN PROGRESS Complete in 2 of 4 municipalities
	SALT-4-LB	Smart Salt Practices (legally binding for Perth, Smiths Falls, Carleton Place, North Grenville only)	Promote the “Smart About Salt” program (regionally and coordinated by the Source Protection Authority)	December 31, 2015	IN PROGRESS Municipalities are promoting Smart About Salt training sessions being held in the region fall 2015
	EDU-1-LB	Living and Working in the Drinking Water Zone	Establish an education program. This is being led by Source Protection staff using provincial funding transferred from the counties	Initiate by December 31, 2015	IN PROGRESS Draft educational material completed; distribution planned for fall 2015

**Source Protection Plan Implementation  
Progress Report to September 15, 2015**

★ Legally Binding Policies

Implementing Body	Policy Code(s) (or short form)	Policy Name or Description	Tasks	Compliance Date	Progress to Date
Risk Management Staff	All policy codes with "S57" or "S58" (23 policies)	Policies that prohibit activities under Section 57 of the <i>Clean Water Act</i> and policies that require a Risk Management Plan under Section 58 of the <i>Clean Water Act</i>	Existing activities – negotiate Risk Management Plans for existing drinking water threat activities	December 31, 2017	IN PROGRESS RVCA / MVCA (outside of Ottawa) - work is approximately 50% complete  City of Ottawa – not started
			Future activities – have trained, appointed staff in place to review proposals, issue clearance notices or negotiate Risk Management Plans for new development proposals	January 1, 2015	IN PLACE / ONGOING Staff, procedures and administrative materials are in place Review of proposals and issuing of required notices will be ongoing
			Violations – have trained, appointed staff in place who will follow prescribed measures in the <i>Clean Water Act</i> to address any violations	January 1, 2015	IN PLACE / ONGOING Staff and procedures are in place in the event of a violation No violations to date
Principal Authorities	SEW-1-LB	On-Site Sewage (Septic) System Maintenance Inspection Program	Conduct inspections of existing septic systems located where they are a significant drinking water threat (there are only two systems in the region)	December 2016 (Mississippi watershed) August 2016 (Rideau watershed)	IN PROGRESS Inspections planned for 2015 Follow up inspections required at five year intervals thereafter
	SEW-2-LB	Redevelopment / Renovation Proposals	Establish a procedure to ensure review of redevelopment or renovation proposals using existing septic systems uses well-documented technical information to ensure the system is adequate to protect local groundwater	June 30, 2015	IN PLACE / ONGOING Procedures are in place Review of proposals will be ongoing
OMAFRA	All policy codes with "PI-MC" that are directed at OMAFRA (4 policies)	Policies that require OMAFRA to manage activities under the <i>Nutrient Management Act</i>	Continue to manage activities through existing requirements (status quo policies recognizing that existing requirements already manage activities so that they are not a significant drinking water threat)	January 1, 2015	IN PLACE / ONGOING Requirements are in place Managing activities through existing requirements will be ongoing
MOECC	All policy codes with "PI-MC" that are directed at MOECC (12 policies)	Policies that require MOECC to prohibit or manage activities by not issuing required approvals or attaching appropriate terms and conditions on approvals issued under the <i>Environmental Protection Act</i> or the <i>Ontario Water Resources Act</i>	Establish a process to ensure source protection policies are applied to new applications received	January 1, 2015	IN PLACE / ONGOING Standard Operation Policies for new applications are in place Applying policies to new applications will be ongoing
			Review existing approvals to ensure terms and conditions manage activities so that they are not a significant threat to drinking water sources	December 31, 2017	IN PROGRESS

**Source Protection Plan Implementation  
Progress Report to September 15, 2015**

★Non-Legally Binding Policies

Implementing Body	Policy Code(s) (or short form)	Policy Name or Description	Tasks	Target Completion Date	Progress to Date
<b>Municipalities</b>	SALT-5-NLB	Road Salt Management Plan	Develop and implement a Salt Management Plan	December 31, 2015	IN PROGRESS Complete at the county level
	SALT-6-NLB	Smart Salt Practices	Promote the “Smart About Salt” program	December 31, 2015	IN PROGRESS Municipalities are promoting Smart About Salt training sessions being held in the region fall 2015
	EDU-3-NLB EDU-4-NLB	Signs	Install signs along municipal roads and waterways to mark drinking water protection zones	December 31, 2016	IN PROGRESS Sign locations have been identified Sign cost estimate has been obtained
	EDU-5-NLB	Transporting Contaminants Through the Drinking Water Zone	Establish an education program targeted at businesses that transport potential contaminants	Initiate by December 31, 2015	IN PROGRESS List of target businesses has been compiled, existing avenues for delivery have been identified
	CORR-1-NLB	Emergency Response Plan Updates	Update Emergency Response Plans to include information about the location of drinking water protection zones and corresponding contingency measures	December 31, 2015	IN PROGRESS (led by Conservation Ontario)
	PATH-1-NLB	Oversight of Earth (Geothermal) Energy Systems <i>(municipalities with Wellhead Protection Areas only)</i>	Establish new requirements for new earth energy systems when they are proposed in Wellhead Protection Areas	Initiate by December 31, 2015	IN PROGRESS In place at one municipality; MOECC to post discussion paper in 2016
<b>MOECC</b>	WASTE-5 WASTE-6	Future Waste Disposal Sites in the Highly Vulnerable Aquifers	Consider the potential impact on drinking water sources during review of applications related to new waste disposal sites located in the Highly Vulnerable Aquifers	December 31, 2015	IN PLACE / ONGOING Process is in place Managing activities through existing process will be ongoing
	AQUA-1	Use of Land or Water for Aquaculture – <i>Ontario Water Resources Act</i> Approvals	Ensure new approvals and amendments to existing approvals include appropriate terms and conditions to protect drinking water sources	January 1, 2015	IN PLACE / ONGOING Process is in place Managing activities through existing process will be ongoing
	PEST-1-NLB PEST-2-NLB	Pesticide Inspections and Education Programs	Integrate source water protection information into pesticide inspection and education programs	Initiate by December 31, 2015	IN PROGRESS A strategy to address non-legally binding policies is under consideration
	CORR-2-NLB	Spill Response Procedure Updates	Update spill response procedures for spills that occur in drinking water protection zones	Initiate by December 31, 2015	IN PROGRESS Drinking water protection zones have been added to the provincial spills response procedures
	PATH-2-NLB	Well Regulations	Undertake an analysis of the compliance program associated with the Wells Regulation (903) in order to better protect drinking water sources	Initiate by December 31, 2016	IN PROGRESS A review of Reg. 903 is underway

**Source Protection Plan Implementation  
Progress Report to September 15, 2015**

★Non-Legally Binding Policies

Implementing Body	Policy Code(s) (or short form)	Policy Name or Description	Tasks	Target Completion Date	Progress to Date
<b>MNRF</b>	AQUA-2-NLB	Use of Land or Water for Aquaculture – <i>Fish and Wildlife Conservation Act</i> Approvals	Consider the proximity to and potential impact on drinking water sources during review of applications related to new aquaculture facilities	December 31, 2015	IN PROGRESS A strategy to address source protection policies is under consideration
	PATH-3-NLB	Approvals for Pits and Quarries	Implement measures to ensure that new pits and quarries located in Wellhead Protection Areas do not endanger drinking water sources	Initiate by December 31, 2015	IN PROGRESS A strategy to address source protection policies is under consideration
<b>MTO</b>	EDU-2-NLB	Signs Along Provincial Highways	Design and install signs along Provincial Highways within drinking water protection zones	December 31, 2016	IN PROGRESS Approved provincial sign design complete
<b>MCS / TSSA</b>	FUEL-3-NLB	Fuel (Heating) Oil Recommendations to TSSA	Consider source protection during the next scheduled code review, continue to include information regarding new code requirements and leak resistant technology in communications products and request fuel suppliers promote regular maintenance requirements to their customers	December 31, 2015	IN PROGRESS Source protection staff across the province are being consulted as part of the current code review
	FUEL-4-NLB	Liquid Fuel at Existing Licensed Facilities	Continue to manage activities through existing requirements (status quo policies recognizing that existing requirements already manage activities so that they are not a significant threat to drinking water sources)	January 1, 2015	IN PLACE / ONGOING Requirements are in place Managing activities through existing requirements will be ongoing
<b>EC</b>	WASTE-6-NLB	Future Waste Disposal Sites in the Highly Vulnerable Aquifers	Consider the potential impact on drinking water sources during review of applications related to new waste disposal sites located in the Highly Vulnerable Aquifers	December 31, 2015	IN PROGRESS A strategy to address source protection policies is under consideration
<b>SPA</b>	EDU-6-NLB	Protecting Regional Groundwater Education Program	Develop educational materials about the highly vulnerable nature of the region's aquifers and actions that would help protect them	December 31, 2015	IN PROGRESS

**Risk Management Staff** – specially trained and appointed to enforce policies written under Part IV of the *Clean Water Act*

**Principal Authority** – approval agency for septic systems – the Health Unit, municipality or Conservation Authority depending on location

**OMAFRA** – Ontario Ministry of Agriculture Food and Rural Affairs

**MOECC** – Ministry of Environment and Climate Change

**MNRF** – Ministry of Natural Resources and Forestry

**MTO** – Ministry of Transportation

**MCS / TSSA** - Ministry of Consumer Services / Technical Standards and Safety Authority

**SPA** – Source Protection Authority (Conservation Authority)



### **3.0 Amendments to Ontario Regulation 288/07 “Source Protection Committees”**

**Date:** October 1, 2015  
**To:** Mississippi-Rideau Source Protection Committee  
**From:** Allison Gibbons, Co-Project Manager  
Mississippi-Rideau Source Protection Region

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#### **Recommendation:**

That the Mississippi-Rideau Source Protection Committee receive for information this report about the proposed amendments to Ontario Regulation 288/07 “Source Protection Committees” and the possible implications for the Mississippi-Rideau Source Protection Committee.

#### **Background**

Ontario Regulation 288/07 sets out the requirements for the size, appointment and operation of Source Protection Committees. To address the many concerns raised by Committees, Source Protection Authorities and staff across the province over the past few years, the Ministry of Environment and Climate Change is proposing some changes to the regulation. These changes:

- Allow members that were involved in the preparation of Source Protection Plans to remain on the Committee in the first few years of implementation (which retains the valuable knowledge and expertise of existing Committee members)
- Provide greater local autonomy by providing flexibility to reduce the Committee size over time if desired
- Eliminate the current requirement for newspaper notices associated with recruitment and instead require only internet postings (newspaper ads may still be placed if determined to be appropriate for the local community)

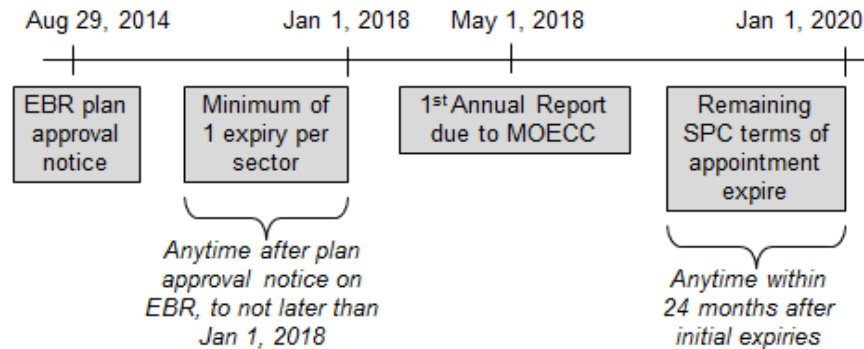
#### **Committee Member Expiries**

The existing regulation requires that all member appointments expire by the second anniversary of the Source Protection Plan Approval (officially two years from the date of the EBR plan approval notice posting which would be August 29, 2016 in the Mississippi-Rideau region). The proposed amendments would mean the first member expiries would not be until January 1, 2018 (minimum one from each sector). The remaining members’ terms of appointment would expire over the following 24 months and no later than January 1, 2020 (see timeline illustration, below). The Source Protection Authority will retain their current responsibility for choosing which memberships expire at each stage. The expiries must always be applied proportionally across the sectors.

On the Mississippi-Rideau Source Protection Committee, the environment / health / public sector already has one vacant seat (general public) and the municipal sector has two vacant seats (City of Ottawa). Therefore, just one seat from the economic sector would need to be selected to expire by January 1, 2018 in order to meet the first membership expiry requirement of the regulation.

Member expiry may occur naturally through attrition. Expired members can apply to be re-appointed for an additional term. The new term of appointment may be up to five years.

## Proposed Member Expiry Requirement



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### Future Size of Committees

The proposed regulatory amendments would provide the option of reducing Committee size now that the Source Protection Plan has been approved. In our region, the minimum size permitted would be seven members including the Chair which is two members representing each sector (municipal, economic and environment/health/general public). The Source Protection Authority (SPA) and/or Committee would decide locally the size that meets their needs.

In our region, the options for future Committee size are:

- 16 including the Chair – 5 members per sector (current size)
- 13 including the Chair – 4 members per sector
- 10 including the Chair – 3 members per sector
- 7 including the Chair – 2 members per sector (minimum permitted size)

### Future Role and Workload of Committees

The proposed regulatory amendments reflect the changing role of the Committees now that the major deliverables under the *Clean Water Act* have been completed. The future / ongoing tasks of the Committee will primarily involve overseeing annual reporting and updates to the Source Protection Plan but may occasionally also include overseeing new science (e.g., for new drinking water systems) if applicable.

In the Mississippi-Rideau Region, the possible tasks and meeting schedule for the next five years is as follows:

- 2016 – one update meeting, oversee new science if applicable, make recommendation to SPA about member expiries and future Committee size
- 2017 – one update meeting, oversee new science if applicable
- 2018 – spring meeting to review annual reports and prepare compilation report; fall meeting to prepare workplan for Source Protection Plan update, oversee new science if applicable
- 2019 – spring meeting to review annual reports and prepare compilation report; other meetings as required to oversee the Source Protection Plan update, oversee new science if applicable
- 2020 – spring meeting to review annual reports and prepare compilation report, oversee new science, if applicable

## 4.0 Source Protection Program Update

**Date:** October 1, 2015  
**To:** Mississippi-Rideau Source Protection Committee  
**From:** Brian Stratton, Co-Project Manager  
Mississippi-Rideau Source Protection Region

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### **Recommendation:**

That the Mississippi-Rideau Source Protection Committee receive for information this report about the future of the Source Protection Program.

### **Background**

The source protection program, under the Clean Water Act, accomplished many things between 2007 and 2014 in the Mississippi-Rideau region. The major milestones were the completion of the technical Assessment Reports (to fully understand the regions' municipal drinking water sources as well as regional scale water budget and characterization studies), the development of the Source Protection Plan (the policies to protect the drinking water sources), and the preparations to implement the policies in the Plan (to be ready for the date the Plan took effect – January 1, 2015).

The Ontario government has been providing annual funding to Conservation Authorities to administer the source protection program locally since 2005. Small municipalities are receiving Source Protection Municipal Implementation Funding (SPMIF) to implement source protection policies. In addition, property owners potentially affected by source protection policies were eligible for funding under the Ontario Drinking Water Stewardship Program (ODWSP).

### **Future Work**

The program is entering a new phase as the bulk of the initial work required under the *Clean Water Act* is complete, the Mississippi-Rideau Source Protection Plan is approved and in effect and implementation is well underway. The anticipated future / ongoing work entails:

- Source Protection Plan Implementation – providing ongoing support to implementing bodies to ensure implementation is undertaken in accordance with the requirements and timelines set out in the Source Protection Plan policies
- Annual Reporting in accordance with legislative requirements
- Assessment Reports Updates to incorporate more current or new available information where, in the opinion of the Ministry of Environment and Climate Change, an update is necessary
- Source Protection Plan Updates
- Information Management – local website maintenance, maintenance of local capacity to store, access and disseminate source protection data, populating of required provincial databases
- Local Program Management – coordinating Committee activities, undertaking Committee membership appointments, local project management tasks, issues management, stakeholder relations, education, outreach and communication related to drinking water source protection

## **Future Funding**

The current local program funding for Conservation Authorities to administer the source protection program extends until March 31, 2016. It is anticipated that there will be some level of ongoing funding at a reduced level in future fiscal years to ensure that the legislated responsibilities of the Conservation Authorities (which function as Source Protection Authorities under the *Clean Water Act*) can be fulfilled. In previous years, provincial program funding varied from year to year depending on the workplan. In future years, it is anticipated there will be a more predictable and consistent workload and therefore, the Ontario government is moving toward a “steady state” funding model.

The Ministry of Environment and Climate Change recently announced that the SPMIF grants to small municipalities have been extended so that funding will be available until March 31, 2017.

There has been no announcement about a renewal of the ODWSP funding for affected property owners; however some measures to address drinking water threat activities (e.g., livestock fencing to exclude livestock from watercourses) may be eligible for other types of municipal or Conservation Authority grant programs.