

Date: April 4, 2019
Time: 1 pm
Location: Mississippi Valley Conservation Authority
 10970 Hwy. 7 Carleton Place, ON K7C 3P1

Welcome and Introductions		
1.0	a. Agenda Review b. Notice of Proxies c. Adoption of the Agenda (D) d. Declarations of Interest e. Approval of Minutes –October 4, 2018 (D) ▶ draft minutes attached as a separate document f. Correspondence – none	Pg. <i>Chair Graham</i>
Staff Reports, Updates and Presentation		
1.0	Source Protection Update —Presentation and staff report attached (I).....	1 <i>Marika Livingston</i>
2.0	Section 34 Amendments – Staff Report attached (D)	4 <i>Marika Livingston</i>
3.0	Risk Management Official Annual Reports – Staff Report attached (I) Summary of the Risk Management Official annual reporting as provided by the Risk Management Officials.	7 <i>Brian Stratton Tessa Di Iorio</i>
4.0	Source Protection Annual Progress Report – Staff Report attached (D) A presentation, discussion and staff report on the Annual Progress Report due to the MOECC by May 1, 2019. The report includes a supplemental form and a public facing component. A comment sheet is provided to supplement the discussion, if desired. (internal draft of both progress reports attached as a separate document for members)	18 <i>Marika Livingston</i>
Other		
5.0	Other Business	<i>Chair Graham</i>
6.0	Member Inquiries	<i>Chair Graham</i>
7.0	Next Meeting – TBD	<i>Chair Graham</i>
8.0	Adjournment	<i>Chair Graham</i>

(I) = Information (D) = Decision

Delegations: If you wish to speak to an item on the Agenda please contact Marika Livingston before the meeting (marika.livingston@mrsourcewater.ca or 1-800-267-3504 x 1148)

1.0 Source Protection Program Update

Date: April 4, 2019
To: Mississippi-Rideau Source Protection Committee
From: Marika Livingston, Project Manager
Mississippi-Rideau Source Protection Region

Recommendation:

That the Mississippi-Rideau Source Protection Committee receive for information this update on the Source Protection Program.

Recent Milestones

- November 14, 2018: The Source Protection Authority submitted a Workplan to the Ministry of the Environment, Conservation and Parks (MECP) for changes or updates to the Source Protection Plan and Assessment Reports.
- November 13, 2018: The Source Protection Authority submitted the Richmond Section 34 Amendment for a new well to service Richmond West.

Section 36 Workplan

On November 14, 2018, the Mississippi-Rideau Workplan was submitted to MECP. No comments or questions have been received.

Richmond Section 34 Amendment

On November 13, 2018, the Richmond Section 34 amendment was submitted to MECP. A handful of questions from MECP were received, questions were addressed by City of Ottawa and Source Protection Authority staff. Approval from MECP was received on March 11, 2019. These amendments take effect immediately upon the associated information notice being posted on the Environmental Registry.

Open for Business Bylaw

In December 2018, the Provincial government introduced Bill 66 – the proposed Restoring Ontario's Competitiveness Act, 2018. Included in the legislation, were proposed changes to the Planning Act that would create a new economic development tool, the open-for-business planning by-law. The tool would be available to all local municipalities to ensure they can act quickly to attract businesses seeking development sites by streamlining land use planning approvals.

During the commenting period, Mississippi-Rideau Source Protection staff provided comments regarding Source Water Protection implications of Schedule 10 of Bill 66.

In response to the concerns raised by MPP's, municipalities and stakeholders, on January 23, 2019 it was announced by Steve Clark, Minister of Municipal Affairs and Housing that Schedule 10 (proposed *Planning Act* changes) of Bill 66 will not proceed.

Source Protection Committee Recruitment

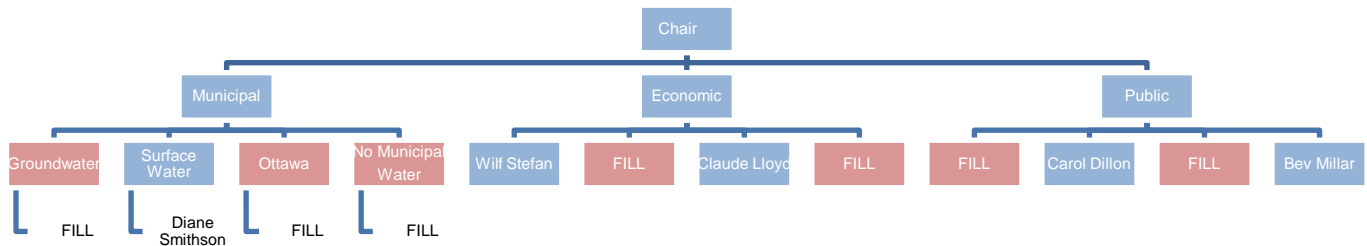
Ontario Regulation 288/07 sets out the requirements for the size, appointment and operation of Source Protection Committees. Recent amendments to the regulation have been finalized. The main changes are related to member term expiries and size of Committees.

Member terms can expire any time after August 2014 (when the Source Protection Plan was approved) and must expire by December 31, 2019. Members whose appointments have expired can apply to be re-appointed for an additional term. In the Mississippi-Rideau Source Protection Region, half of the required expiries were undertaken in October 2018.

At Source Protection Authority meetings held in October, the following individuals were (re) appointed to the Source Protection Committee:

- Beverly Millar and Carol Dillon to represent the Public Sector;
- Wilf Stefan and Claude Lloyd to represent the Economic Sector; and,
- Diane Smithson to represent the Surface Water Municipal Sector.

As per the Source Protection Committee Membership report, the following seats are set to expire in 2019:



In January and February, the Mississippi-Rideau Source Protection Region advertised vacancies for the two (2) Economic Sector seats and two (2) Environment / Health / Public

Sector seats. Applications were received by March 8, 2019. Recommendations will be brought to the Source Protection Authorities in April.

In accordance with the Regulation, municipal sector seat holders (Ottawa, Groundwater and Municipalities with No Systems) will be jointly selected by the councils of the municipalities they represent. Nominations will be brought to the Source Protection Authorities in April.

Drinking Water Source Protection Video Distribution Plan

Conservation Ontario has requested special assistance to support the distribution of the Drinking Water Source Protection animated video in our local communities. They have provided funds to Source Protection Regions/Areas in the 'East' (Catarauqui, Raisin-South Nation, Quinte and Trent Conservation Coalition) to promote the video.

In the East, we will be completing a Facebook campaign whereby we will 'boost' our video posts to reach a larger audience by paying a small fee through Facebook. Conservation Ontario (CO) has arranged for the video to play at select Cineplex theatres across Ontario. Two theatres near or within our Region have been selected—Brockville and Barhaven. To further support CO's efforts, some funds will be provided to CO to include the video at four (4) other theaters in the East—Belleville, Kingston, Peterborough and Cornwall.

Climate Change

Current technical rules provide flexibility on how climate impacts are considered from a water quality perspective. A project has been initiated in cooperation between the MECP, Conservation Ontario and the Ontario Climate Consortium to develop a semi qualitative approach for climate change impact. This approach will include a science-based handbook for source protection authorities to conduct local climate change vulnerability assessment for water quality. It is intended to include guidance and practical worksheets.

In October, a workshop was held to provide training about the tool and guidance document developed. This work has been incorporated into our Workplan which was submitted to MECP in November 2018 and will be led by staff at Mississippi Valley Conservation Authority.

Source Protection Municipal Implementation Funding (SPMIF)

In late 2017, MECP offered municipalities an opportunity to extend their SPMIF funding for an additional year. The extension took the funding through until December 31, 2018 for spending, with an additional report required in October 2018 and a final report due in January 2019.

All municipalities have been billed for Part IV work to be covered under SPMIF.

2.0 Section 34 Amendments

Date: April 4, 2019
To: Mississippi-Rideau Source Protection Committee
From: Marika Livingston
Mississippi-Rideau Source Protection Region

Recommendation:

That the Mississippi-Rideau Source Protection Committee receive this update and direct Source Protection staff to proceed with a Section 34 amendment for the Lemieux Island Intake Improvement Project, the DNAPL policy revision and for the North Grenville well.

In consultation with the Ministry of Environment, Conservation and Parks (MECP) staff, it is recommended we proceed with a bulk submission of our proposed Section 34 amendments, if possible.

Background—Lemieux Island Intake Improvement Project

The Lemieux Intake Improvement Project was initiated due to issues with frazil ice buildup at the existing intake. Frazil ice can block the intake pipe and associated screening, resulting in unplanned Water Purification Plant shutdowns or significantly restricted plant flows, which put the water supply at risk. An Environmental Assessment (EA) was completed at the onset of the project, “Lemieux Water Purification Plant Intake Improvement – Schedule B Environmental Assessment”, dated September 2016, prepared by CH2M HILL Canada Limited. The EA was approved by the Ontario Ministry of Environment, Conservation and Parks in 2016. The existing intake will be maintained as a backup.

On February 25, 2019, the Rideau Valley Source Protection Authority received a Notice in accordance with the *Safe Drinking Water Act* to seek an amendment to the Source Protection Plan and Assessment Report under Section 34 of the *Clean Water Act*. It is important to note that the Drinking Water Works Permit will be amended for the existing intake. Also, note that a new permit will be obtained from the Province of Quebec for the new intake, which will be located on the Quebec side of the Ottawa River.

City of Ottawa staff have been working with Source Protection staff for several months in preparation of the official Notice required under the *Safe Drinking Water Act*.

Next Steps—Lemieux Island Intake Improvement Project

The City of Ottawa has retained a consultant to complete the technical work required for the Source Protection Plan and Assessment amendment. At this time, further work is

required to determine the location of the new intake. Technical work is estimated to be completed by June 2019.

Background—DNAPL Policy Revision

Further to the staff report brought to the Source Protection Committee in October, the significant threat policies within the approved Mississippi-Rideau Source Protection Plan require prohibition (S. 57) of future DNAPL storage/handling and risk management (S. 58) for existing DNAPL storage/handling.

New automotive service businesses are currently prohibited in areas where the storage and handling of DNAPLs is a significant drinking water threat (WHPA-A, B & C). For some municipalities, this affected area is large. Source Protection staff are encountering difficulties with the implementation of this prohibition policy. Prohibition goes beyond the initial intent of the Source Protection Plan DNAPL policies—especially when automotive facilities are using and storing such small quantities.

Source Protection staff have been consulting with our municipal partners to draft a proposed amendment to these policies. The following is proposed:

	Existing “Future” Policy	Proposed “Future” Policy
WHPA (Vulnerability Score of 10) & IPZ (Vulnerability Score of 10)	Prohibition	Prohibition
WHAP B & C (Vulnerability Score < 10)	Prohibition	Exemption for Retail (un-opened) small container DNAPL storage
		Risk Management Plan for small container DNAPL handling and storage (including aerosols)
		Prohibition for the handling and storage of containers of DNAPLs greater than *25 L (not including aerosols).

*Rationale for the 25 L threshold: 25 L is approximately an 1/8 or 2% of a 45-gallon industrial drum

To compliment the above, three (3) other Source Protection Regions prohibit the future handling and storage of DNAPLs in quantities greater than 25 L. One (1) other Source Protection Region has a retail exemption.

Next Steps—DNAPL Policy Revision

A report will be brought to the Source Protection Authorities in April to initiate the amendment and agree the amendment is advisable. Policy work is estimated to be completed by June 2019.

Background—North Grenville Well

In 2015 a new municipal well was constructed in the Municipality of North Grenville to service a commercial subdivision (south of Highway 43) and a proposed commercial subdivision (north of Highway 43).

Source Protection staff have been working with North Grenville to include this well in our Source Protection Plan and Assessment Report for several years. This work was recently flagged as a priority by MECP and is included in our Section 36 Workplan.

Note, amendments to the *Safe Drinking Water Act* in July 2018 now require municipalities consult with the Source Protection Committee and Authorities and complete the technical work prior to supplying water.

It is our understanding that North Grenville has retained a consultant to undertake the required studies and that the work has already commenced. We were recently informed that work has been paused while waiting for budget approval which is anticipated by the end of March.

Next Steps— North Grenville Well

A report will be brought to the Source Protection Authorities in April to initiate the amendment and agree the amendment is advisable. Technical work is estimated to be completed by June 2019.

Consultation—Lemieux Island Intake Improvement Project, DNAPL Policy Revision & North Grenville Well

Required consultation will be completed as per requirements outlined in the *Clean Water Act*.

3.0 Risk Management Official Annual Report (2018)

Date: April 4, 2019
To: Mississippi-Rideau Source Protection Committee
From: Brian Stratton, Risk Management Official
Mississippi-Rideau Source Protection Region

Recommendation:

That the Mississippi-Rideau Source Protection Committee receive for information the Risk Management Official Annual Reports for the 2018 calendar year.

Background

The Mississippi-Rideau Source Protection Plan contains some policies that regulate significant drinking water threats using Part IV of the *Clean Water Act*. Municipalities are responsible for these Part IV policies however they have the option of transferring their enforcement authority to another body. In the Mississippi-Rideau Source Protection Region, all municipalities except the City of Ottawa have chosen to transfer their Part IV enforcement authority to the Source Protection Authorities (SPA) which is the Conservation Authorities. Qualified staff with specialized training have been appointed by the Source Protection Authority or Municipality to implement Part IV Policies in our region.

Risk Management Official Annual Reports

Section 81 of the *Clean Water Act* requires each Risk Management Official to submit an annual report that summarizes the actions taken by risk management staff. Each report applies to a calendar year and must be submitted to the SPA by February 1 in the year following the year to which the report applies. The report will be submitted to the MOECC if requested by the Director. Section 65 of the *Clean Water Act* Regulation 287/07 sets out the required content of the report.

Outside the City of Ottawa, the focus of 2018 was to work with property owners to establish Risk Management Plans for existing activities where required. Risk management staff completed work reaching out to property owners, conducting site visits and cataloguing the information gathered.

In the City of Ottawa, Risk Management staff retained assistance from the Mississippi-Rideau Source Protection Region to support Part IV policy implementation for existing significant drinking water threat activities. Risk Management staff reached out to property owners, conducted site visits and began work on Risk Management Plans for existing activities.

Attachments:

- Risk Management Official Annual Reports for 2018
- 1. Rideau Valley Source Protection Area (3 reports)
- 2. Mississippi Valley Source Protection Area (3 reports)

Risk Management Official Annual Report (Agricultural) for the Mississippi Valley Source Protection Area Required under Section 81 of the *Clean Water Act*

Risk Management Official (RMO): Terry K. Davidson, P. Eng.

Period: January 1- December 31, 2018

Source Protection Region: Mississippi-Rideau

Source Protection Area: Mississippi Valley

Municipalities:

- Beckwith Township
- Town of Carleton Place
- Town of Mississippi Mills

Required Report Content (under section 65 of O. Reg. 287/07)		Number	Details
1	Risk Management Plans agreed to by the RMO under subsection 56(1) or 58(5) of the Act and the number of plans established by the RMO under subsection 56(6), 58(10) or (12) of the Act	0	n/a
2	Risk Management Plans the RMO refused to agree to or to establish under subsection 56(9), 58(15) or (16)	0	n/a
3	Orders issued under Part IV of the Act	0	n/a
4	Notices given to or by the RMO under subsection 61(2), (7) and (10)	0	n/a
5	Inspections carried out under section 62 of the Act (for the purpose of enforcement)	0	n/a
6	Risk assessments submitted under section 60 of the Act	0	n/a
7	RMO caused a thing to be done under section 64 of the Act	0	n/a
8	Prosecutions and convictions under section 106 of the Act	0	n/a

Description of Work Conducted in 2018 in the Mississippi Valley Source Protection Area (Outside of the City of Ottawa)

There was no work required by the Risk Management Official or Inspectors in 2018. Note that Brian Anderson, Risk Management Inspector at MVCA, retired in 2016. It was decided that there is no need to appoint a replacement for now. If needed, work related to Part IV enforcement will be conducted by Risk Management Inspectors at the Rideau Valley Conservation Authority.

Risk Management Official (Agriculture) Annual Report for the Rideau Valley Source Protection Area Required under Section 81 of the *Clean Water Act*

Risk Management Official (RMO): Terry K. Davidson, P. Eng.

Period: January 1- December 31, 2018

Source Protection Region: Mississippi-Rideau

Source Protection Area: Rideau Valley

Municipalities:

- Township of Drummond / North Elmsley
- Township of Merrickville-Wolford
- Montague Township
- Municipality of North Grenville
- Town of Perth
- Township of Rideau Lakes
- Town of Smiths Falls
- Tay Valley Township
- Village of Westport

Required Report Content (under section 65 of O. Reg. 287/07)		Number	Details
1	Risk Management Plans agreed to by the RMO under subsection 56(1) or 58(5) of the Act and the number of plans established by the RMO under subsection 56(6), 58(10) or (12) of the Act	2	(see below)
2	Risk Management Plans the RMO refused to agree to or to establish under subsection 56(9), 58(15) or (16)	0	n/a
3	Orders issued under Part IV of the Act	0	n/a
4	Notices given to or by the RMO under subsection 61(2), (7) and (10)	0	n/a
5	Inspections carried out under section 62 of the Act (for the purpose of enforcement)	0	n/a
6	Risk assessments submitted under section 60 of the Act	0	n/a
7	RMO caused a thing to be done under section 64 of the Act	0	n/a
8	Prosecutions and convictions under section 106 of the Act	0	n/a

Description of Work Conducted in 2018 in the Rideau Valley Source Protection Area (Outside the City of Ottawa)

Adam Dillon, Agricultural Risk Management Inspector at RVCA, completed visits in 2018 to agricultural property owners potentially affected by the Risk Management Plan requirement in the Rideau Valley Source Protection Area (outside of the City of Ottawa). Two (2) Risk Management Plans were finalized. Work to develop Risk Management Plans where needed is ongoing for the remaining properties where activities were identified through these site visits.

Details of Risk Management Plans Agreed To:

RMP Ref. #	Location	Vulnerable Area	Activity
Rideau Lakes-4-AG	8318280382470000000	Smith Falls	AG
Montague-5-AG	09010000250610000000	Montague	AG

Risk Management Official (Fuel / Chemicals) Annual Report for the Mississippi Valley Source Protection Area Required under Section 81 of the *Clean Water Act*

Risk Management Official (RMO): Brian Stratton, P. Eng.

Period: January 1- December 31, 2018

Source Protection Region: Mississippi-Rideau

Source Protection Area: Mississippi Valley

Municipalities:

- Beckwith Township
- Town of Carleton Place
- Town of Mississippi Mills

Required Report Content (under section 65 of O. Reg. 287/07)		Number	Details
1	Risk Management Plans agreed to by the RMO under subsection 56(1) or 58(5) of the Act and the number of plans established by the RMO under subsection 56(6), 58(10) or (12) of the Act	0	n/a
2	Risk Management Plans the RMO refused to agree to or to establish under subsection 56(9), 58(15) or (16)	0	n/a
3	Orders issued under Part IV of the Act	0	n/a
4	Notices given to or by the RMO under subsection 61(2), (7) and (10)	0	n/a
5	Inspections carried out under section 62 of the Act (for the purpose of enforcement)	0	n/a
6	Risk assessments submitted under section 60 of the Act	0	n/a
7	RMO caused a thing to be done under section 64 of the Act	0	n/a
8	Prosecutions and convictions under section 106 of the Act	0	n/a

Description of Work Conducted in 2018 in the Mississippi Valley Source Protection Area (Outside the City of Ottawa)

Risk Management work previously completed in 2016 and 2017 identified local businesses who required Risk Management for the handling and storage of dense non-aqueous phase liquids (DNAPL). In 2019, Risk Management staff will work with local businesses to establish Risk Management Plans in the Mississippi Valley Source Protection Area, specifically select businesses in Almonte.

Risk Management Official (Fuel / Chemicals) Annual Report for the Rideau Valley Source Protection Area Required under Section 81 of the *Clean Water Act*

Risk Management Official (RMO): Brian Stratton, P. Eng.

Period: January 1- December 31, 2018

Source Protection Region: Mississippi-Rideau

Source Protection Area: Rideau Valley

Municipalities:

- Township of Drummond / North Elmsley
- Township of Merrickville-Wolford
- Montague Township
- Municipality of North Grenville
- Town of Perth
- Township of Rideau Lakes
- Town of Smiths Falls
- Tay Valley Township
- Village of Westport

Required Report Content (under section 65 of O. Reg. 287/07)		Number	Details
1	Risk Management Plans agreed to by the RMO under subsection 56(1) or 58(5) of the Act and the number of plans established by the RMO under subsection 56(6), 58(10) or (12) of the Act	11	See below
2	Risk Management Plans the RMO refused to agree to or to establish under subsection 56(9), 58(15) or (16)	0	n/a
3	Orders issued under Part IV of the Act	0	n/a
4	Notices given to or by the RMO under subsection 61(2), (7) and (10)	0	n/a
5	Inspections carried out under section 62 of the Act (for the purpose of enforcement)	0	n/a
6	Risk assessments submitted under section 60 of the Act	0	n/a
7	RMO caused a thing to be done under section 64 of the Act	0	n/a
8	Prosecutions and convictions under section 106 of the Act	0	n/a

Description of Work Conducted in 2018 in the Rideau Valley Source Protection Area (Outside the City of Ottawa)

Our Risk Management staff worked with property owners to develop Risk Management Plans for the storage of fuel and the handling and storage of dense non-aqueous phase liquids in the Rideau Valley Source Protection Area (outside of the City of Ottawa), specifically in Westport and North Grenville.

Details of Risk Management Plans Agreed To:

RMP Ref. #	Location	Vulnerable Area	Activity
Westport-1-Fuel	8420000422370000000	Westport	Fuel
NG-1-DNAPL	0719719015300160000	North Grenville	DNAPL
NG-2-DNAPL	7197190152830000000	North Grenville	DNAPL
NG-4-DNAPL	7197190150830000000	North Grenville	DNAPL
NG-5-DNAPL	7197160401410000000	North Grenville	DNAPL
NG-12-DNAPL	7197190152880000000	North Grenville	DNAPL
NG-15-DNAPL	7197160403280800000	North Grenville	DNAPL
NG-10-DNAPL	7197190103400000000	North Grenville	DNAPL
NG-14-DNAPL	7197190105060000000	North Grenville	DNAPL
NG-3-DNAPL	7197160403437000000	North Grenville	DNAPL
NG-13-DNAPL	7197160403280200000	North Grenville	DNAPL

**Risk Management Official Annual Report
for the Mississippi-Rideau Source Protection Region**
Required under Section 81 of the *Clean Water Act*

Risk Management Official (RMO): Tessa Di Iorio, M.Sc., P.Geo.

Period: January 1- December 31, 2018

Source Protection Region: Mississippi-Rideau

Source Protection Area: Mississippi

Municipality: The City of Ottawa

Required Report Content (under section 65 of O. Reg. 287/07)		Number	Details
1	Risk Management Plans agreed to by the RMO under subsection 56(1) or 58(5) of the Act and the number of plans established by the RMO under subsection 56(6), 58(10) or (12) of the Act	1	See Table 1
2	Risk Management Plans the RMO refused to agree to or to establish under subsection 56(9), 58(15) or (16)	0	n/a
3	Orders issued under Part IV of the Act	0	n/a
4	Notices given to or by the RMO under subsection 61(2), (7) and (10)	0	n/a
5	Inspections carried out under section 62 of the Act (for the purpose of enforcement)	0	n/a
6	Risk assessments submitted under section 60 of the Act	0	n/a
7	RMO caused a thing to be done under section 64 of the Act	0	n/a
8	Prosecutions and convictions under section 106 of the Act	0	n/a

The City of Ottawa Risk Management Office implements Part IV policies, including:

- review of development applications within vulnerable areas made under the *Planning Act* related to new activities;
- development of Section 59 internal screening procedures including a Section 59 By-Law for *Planning Act* and *Building Code Act* applications; will be completed as part of the Official Plan and Zoning By-Law conformity updates;
- initial development of an RMO database to facilitate threats verification for existing activities.

Rideau-Mississippi Source Protection staff was retained by the City to support Part IV policy implementation related to existing significant drinking water threat activities. This comprises verifying existing threats and if necessary, negotiating Risk Management Plans in vulnerable areas to safeguard drinking water sources. Work related to existing threats is ongoing and completion is expected in early 2019.

Table 1: Information requirements for established Risk Management Plans

Information required in Section 65 (1) of O.Reg. 287/07: Risk Management Plans agreed to by the RMO under subsection 56(1) or 58(5) of the Act			
RMP #	The location of the property to which the plan relates.	The wellhead protection area of surface water intake protection zone where the property is located.	The activity to which the plan relates.
Ottawa-MR-Fuel-3	105 Langstaff Drive	Carp WHPA-B (vulnerability score 10)	Storage of fuel

**Risk Management Official Annual Report
for the Mississippi-Rideau Source Protection Region**
Required under Section 81 of the *Clean Water Act*

Risk Management Official (RMO): Tessa Di Iorio, M.Sc., P.Geo.

Period: January 1- December 31, 2018

Source Protection Region: Mississippi-Rideau

Source Protection Area: Rideau

Municipality: The City of Ottawa

Required Report Content (under section 65 of O. Reg. 287/07)		Number	Details
1	Risk Management Plans agreed to by the RMO under subsection 56(1) or 58(5) of the Act and the number of plans established by the RMO under subsection 56(6), 58(10) or (12) of the Act	3	See Table 1
2	Risk Management Plans the RMO refused to agree to or to establish under subsection 56(9), 58(15) or (16)	0	n/a
3	Orders issued under Part IV of the Act	0	n/a
4	Notices given to or by the RMO under subsection 61(2), (7) and (10)	0	n/a
5	Inspections carried out under section 62 of the Act (for the purpose of enforcement)	0	n/a
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The City of Ottawa Risk Management Office implements Part IV policies, including:

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Rideau-Mississippi Source Protection staff was retained by the City to support Part IV policy implementation related to existing significant drinking water threat activities. This comprises verifying existing threats and if necessary, negotiating Risk Management Plans in vulnerable areas to safeguard drinking water sources. Work related to existing threats is ongoing and completion is expected in early 2019.

Table 1: Information requirements for established Risk Management Plans

Information required in Section 65 (1) of O.Reg. 287/07: Risk Management Plans agreed to by the RMO under subsection 56(1) or 58(5) of the Act			
RMP #	The location of the property to which the plan relates.	The wellhead protection area of surface water intake protection zone where the property is located.	The activity to which the plan relates.
Ottawa-MR-Fuel-1	23 Coldstream Drive	Munster WHPA-B (vulnerability score 10)	Storage of fuel
Ottawa-MR-Fuel-2	24 Butterwick Street	Munster WHPA-B (vulnerability score 10)	Storage of fuel
Ottawa-MR-Fuel-4	53 Coldstream Drive	Munster WHPA-B (vulnerability score 10)	Storage of fuel

4.0 2018 Annual Progress Report to MECP

Date: April 4, 2019
To: Mississippi-Rideau Source Protection Committee
From: Marika Livingston, Project Manager
Mississippi-Rideau Source Protection Region

Recommendation:

That the Mississippi-Rideau Source Protection Committee receive for review the draft Annual Progress Report for 2018;

And further, that the Mississippi-Rideau Source Protection Committee assess and grade the progress achieved so far, providing a grade achieved through discussion at the meeting of April 4, 2019 to be recorded in the meeting minutes;

And further that the Mississippi-Rideau Source Protection Committee direct staff to summarize the comments, notes, grading and discussion and provide the Annual Progress Report to the Source Protection Authority for their approval.

Annual Reporting Requirements

The *Clean Water Act* (Section 46) requires the Annual Progress Report to be prepared and:

- Describe measures taken to implement the Plan
- Describe the results of monitoring programs
- Describe extent to which objectives set out in the plan are being achieved
- Contain other information as prescribed by the regulations

Ontario Regulation 287/07 (Section 52) describes other information to be included:

- Description and reasons for policy delays
- Description of steps taken to address deficiencies in information
- Summary of the report prepared and submitted by the RMO each year
- Any other information the SPA considers advisable

Background

The Source Protection Authorities are required to submit an Annual Progress Report each year, under Section 46 Ontario's *Clean Water Act*. The report is to be submitted to the MECP by May 1 of each year and is to be provided to the SPC for comment at least 30 days prior to this. The report summarizes:

- Measures taken to implement the source protection plan;
- Results of monitoring policies;
- The extent to which objectives of the plan are being achieved; and,
- Other information that might be required by the regulation.

This is the second Annual Progress Report since the Source Protection Plan came into effect on January 1, 2015. The first Annual Progress Report was submitted on May 1, 2018.

There are two components of the progress reporting, a public facing report document and a supplemental form. New for 2018, MECP has released an electronic reporting tool to summarize responses for the 2018 supplemental form. Instead of submitting a Word document, responses this year are to be entered online.

Note, MECP recently developed a tool to create a print-out report (found in Appendix A). Unfortunately, at this time, the report can only be generated for the 35 reportables and not for the 'Implementation Status' questions. The report tool for the 'Implementation Status' questions is expected to be completed soon.

Note, the following reportables will be provided verbally at the SPC meeting:

- 20—MECP will be autogenerating a report for this specific question which will include percentages for our Policy Implementation statuses (i.e. What percentage of our significant threat policies have been implemented?)

Note, the following reportables were to be completed in a separate Excel spreadsheet and can be found in Appendix A.

- 305—Significant Threats Tally
- 220—Land Use Planning

The purpose of this staff report is to provide guidance to assist with the interpretation of the Annual Progress Reporting documents, and to outline the process for the SPC review of these documents.

Committee members have been provided with a draft version of both the public facing report and the supplemental reporting form prior to the meeting. Committee members were provided with a comment sheet for written comments and are asked to provide these if desired, by April 10.

Staff will provide a presentation summarizing the reporting information, and the committee will have the chance to verbally discuss and come to a consensus on the report scoring. The discussion and scoring will be summarized in the reports.

Implementing Bodies

The policies in the Source Protection Plan are implemented by “implementing bodies”, who report to the Source Protection Authority each year, usually by February 1, according to the monitoring policies in the Source Protection Plan:

- Municipalities (15 with legally binding responsibilities, 16 with only non-legally binding responsibilities)
- Risk Management Staff

- Principal Authority – approval agency for septic systems – Health Unit, municipality or Conservation Authority depending on location
- Ontario Ministries (OMAFRA, MECP, MNRF, MTO, MGCS/TSSA and MMAH)
- Source Protection Authority (SPA) – the Conservation Authority in its legislated role under the *Clean Water Act*

Reports were received from most implementing bodies, compiled and analyzed by Source Protection staff to respond to the reportable items in the public facing and supplementary Annual Progress Reporting forms.

Reportable Themes

The public and supplemental reporting forms are grouped into themes, corresponding to the reporting that was provided by implementing bodies. Themes include overall progress (implementation status) of policies, monitoring policy implementation, municipal progress, septic inspections, risk management plans, provincial progress, and source protection awareness. There are ten general sections in the public facing annual report, and 35 reportable items included in the supplemental reporting form for the MECP.

Public Facing Annual Progress Report

The public portion of the Annual Progress Report includes an introductory section which includes Source Protection Committee comments, information about the Mississippi-Rideau Source Protection Region, and an overall ‘grade’ for the region in achieving source protection plan objectives. Where the form asks for grading, there are three options for the SPC:

- P: Progressing Well/On Target, meaning that the majority of the source protection plan policies have been implemented and/or are progressing
- S: Satisfactory, meaning that some of the source protection plan policies have been implemented and/or are progressing
- L: Limited progress, meaning that a few of the source protection plan policies have been implemented and/or are progressing

It has ten general sections, that pull information from the MECP supplemental reporting form, and include:

1. **Source Protection Plan Policies:** this section reports a percentage of the policies that are considered to be ‘implemented’ and ‘in progress’ in the region. It requires the SPC to grade the overall plan implementation progress, based on information gathered from the implementing bodies. Progress has been made in implementing many policies in the Source Protection Plan according to the timelines set out in the plan. There are 54 policies addressing drinking water threat activities, 48 of which address significant drinking water threat activities, and 6 that address moderate-low drinking water threat activities. There are 16 policies that are not directly associated with addressing specific drinking water threat activities, such as administrative policies, education-outreach, transportation corridors and transport pathways. Most of the policies are either in progress or are considered implemented.

2. **Municipal Progress:** this section summarizes information on municipal implementation progress for land-use planning and asks the committee to grade the overall progress towards implementing these policies. It also includes information on day to day planning decisions from the municipal progress reports.
3. **Septic Inspections:** there are two on-site sewage systems that require inspection every five years, according to the building code. These two systems were inspected by the Principal Authority. The committee is asked to grade the overall progress towards implementing these policies.
4. **Risk Management Plans:** there are several plans required at sites throughout the Mississippi-Rideau Region. Several plans have been negotiated and agreed to, and several are under negotiation currently or have had a site visit by a Risk Management Official or Inspector. More detailed information is provided in the supplemental form outlining the number of inspections, and information is available outlining delays in implementing risk management policies. The committee is asked to grade the overall progress towards implementing these policies.
5. **Provincial Progress:** this section gives a general summary of information on the reviews by provincial implementing bodies and reports on the progress reviewing previously issued provincial approvals and asks the committee to grade the overall progress.
6. **Awareness and Change in Behaviour:** this report section provides information on road signs in the region and on education and outreach programs and tools in use. No grading is required.
7. **Source Protection Plan Policies: Summary of Delays:** this section discusses policy tools where there are delays in implementation, causing the policy to not meet the dates specified in the source protection plan. In the Mississippi-Rideau Region, this section focuses on discussing a few risk management policies for existing activities, some non-legally binding policies, and a few others.
8. **Source Water Quality: Monitoring and Actions:** no issues have been identified in our assessment reports regarding the quality of municipal drinking water sources, so this section has not been completed.
9. **Science-based Assessment Reports: Work Plans:** no work plans were required to be implemented for our assessment reports.
10. **More from the Watershed:** this section highlights some of the feedback received during the annual reporting process from municipalities with legally binding policy responsibilities.

Annual Progress Reporting Supplemental Form for Source Protection

This form (now online) is meant to provide a standardized form across the province for sharing critical information from the source protection authorities on implementation progress. It is to be completed and provided to the MECP by May 1, 2019.

A modified Word version of the 2017 form was provided in August 2018 for consideration. In March 2019, the electronic database was released by MECP for Source Protection Region use.

The report has been provided along with the agenda for committee information and discussion, and to support the information provided in the public facing annual progress report. This report, along with the public facing report, is for submission directly to the MECP to provide additional detail they require to assess plan implementation progress.

Attachments in Appendix A

1. Source Protection Annual Progress Report – Draft for SPC review (public facing report) – attached as a separate document
2. Annual Progress Reporting Supplemental Form for Source Protection – Draft for SPC information (MECP report) – attached as a separate document
3. Annual Progress Reporting Excel file—Draft for SPC information—attached as a separate document