

**Date:** October 5, 2023  
**Time:** 1 pm  
**Location:** Rideau Valley Conservation Authority  
 Monterey Boardroom  
 3889 Rideau Valley Drive, Manotick  
 (hybrid meeting option available upon request)

## Source Protection Committee Meeting

Item Number	Item Title	Page	Person Responsible
1.0	<b>Welcome and Introductions</b> a. Agenda Review b. Notice of Proxies c. Adoption of the Agenda (D) d. Declarations of Interest e. Approval of Minutes –April 6, 2023 (D) ▶ draft minutes attached as a separate document		<i>Acting Chair</i>
	<b>Staff Reports, Updates and Presentation</b>		
2.0	Staff update presentation.....(I)	....	<i>Marika Livingston</i>
3.0	Proposed New Policy to Form a Multidisciplinary Working Group to Protect Private Drinking Water Systems.....(D)	1-4	<i>Brian Stratton</i>
4.0	Governing Policies Document Update.....(D)	5-6	<i>Marika Livingston</i>
5.0	Section 36 Workplan Update.....(I)	7-13	<i>Marika Livingston</i>
	<b>Other</b>		
6.0	Other Business		<i>Acting Chair</i>
7.0	Member Inquiries		<i>Acting Chair</i>
8.0	Next Meeting -Tentative: February 8, 2024		<i>Acting Chair</i>
9.0	Adjournment		

(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](mailto:marika.livingston@mrsourcewater.ca)) or 613-692-3571 x 1148)

**If you are a member of the public and would like to join the Zoom meeting please contact the above for more meeting details.**

### **3.0 Proposed New Policy to form a Multidisciplinary Working Group to protect Private Drinking Water Systems**

**Date:** September 18, 2023  
**To:** Mississippi-Rideau Source Protection Committee  
**From:** Brian Stratton, Co-Project Manager  
Mississippi-Rideau Source Protection Region

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#### **Recommendation:**

That the Source Protection Committee receive this report for information;

Further that the Source Protection Committee support the proposed new policy for a multidisciplinary working group for private drinking water systems;

Further that staff be directed to pre-consult on the proposed draft policy with implementing bodies and the Ministry of Environment, Conservation and Parks; and,

Further that staff be directed to incorporate the proposed policy as part of the forthcoming amendment to the Source Protection Plan, under Section 36 of the *Clean Water Act*.

#### **Purpose of Staff Report**

This Staff Report is provided to the Source Protection Committee to propose a new policy to form a multidisciplinary working group with the focus of collaboration to protect private drinking water systems and propose a draft policy.

#### **Background**

The Ministry of the Environment, Conservation and Parks (MECP) released [the Best Practices for Source Water Protection](#) to help individuals with private drinking water systems assess the risk/vulnerability of their drinking water source and inform them on how to properly protect their drinking water. Alongside the *Best Practices*, MECP committed new funding for Conservation Authorities to conduct pilot programs to provide advice and support to people with non-municipal drinking water systems not included in a *Source Protection Plan* (SPP).

In 2022, the Mississippi-Rideau Source Protection Region (MRSPR) initiated a project to address concerns raised by local lake associations. These concerns were focused on waterfront property owners sourcing their drinking water from the lake through surface water intakes and the drinking water risks associated with blue-green algae or harmful algal blooms.

The project was divided into two phases. The goal of Phase 1, now completed, was to estimate the number of homes with surface water intakes within the study area, assess the vulnerability of the area and determine possible risks to the drinking water source. Seven lakes were selected for the project: Bass Lake, Christie Lake, Eagle Lake, Otter Lake, Otty Lake, Upper Rideau Lake, and Wolfe Lake. Some key findings of the Phase 1 study are provided below. Overall, the results of Phase 1 demonstrate that an emphasis on researching and protecting private drinking water sources, surface water and groundwater, is required.

- There are approximately 2,000 residential lots around the 7 lakes in the study.
- Approximately 50% of the lots have private wells and the other 50% have surface water intakes.
- For those residents who have surface water intakes, approximately 1/3 of them get their drinking water from the lakes and 2/3 of them import their drinking water.
- All 7 lakes are in a highly vulnerable aquifer (HVA) area, meaning that, without precautions, activities in these areas may contaminate the groundwater.
- Parcels/lots that are smaller than 1 hectare have a higher risk of groundwater contamination if proper precautions are not taken. Across all seven lakes, more than 75% of all parcels/lots are less than 1 hectare. Wolfe Lake is the exception with 55% of lots being less than 1 hectare.
- The surface water vulnerability was determined by the residency time of the lake and demonstrated a range of moderate to very high vulnerability. Using the survey responses for intake depth and distance from shore, a general intake vulnerability of moderate was estimated.
- The final stage of the vulnerability analysis was to apply the municipal approach to well and intake vulnerability to each of the seven lakes. When applying this approach, septic systems and fuel storage were determined to be significant threats.
- Blue-green algae or harmful algae blooms (HAB) have become more prevalent in many lakes throughout Ontario and are a threat to people sourcing their drinking water from a surface water intake.
- MRSPR staff are concerned that private drinking water system owners may not have the knowledge on the proper systems to treat their water and how to properly maintain these systems. As well, there are concerns about the frequency with which individuals test their drinking water to ensure its safety for consumption.

Phase 2 is now underway and is focused on the development of public education materials, including a series of educational videos.

## Purpose and Composition of Proposed new Multidisciplinary Working Group

Based on the key findings of the Phase 1 study discussed above, the formation of a multidisciplinary working group with the focus on collaboration to protect private drinking water systems is proposed for the Mississippi-Rideau Source Protection Region. The working group will promote collaboration between key stakeholders with the objectives to:

- Discuss legislative gaps relating to protecting private drinking water sources;
- Determine communities in need of education and outreach efforts for private drinking water systems;
- Outline tasks to aid in the protection of private drinking water systems;

The proposed working group will be an ideal opportunity for municipalities and other key stakeholders to work together to discuss what current initiatives are underway (e.g., septic re-inspection programs) and what needs to be done to better protect private drinking water in the future (e.g., more discussion about blue-green algae). MRSPR staff can be the lead administrative agency to plan meetings, etc. It is suggested that meetings be held semi-annually. In addition to municipalities and MRSPR staff, it is proposed that representatives from local public health units, MECP and 2 to 4 representatives from local lake associations be included on this committee, plus an SPC representative.

## Proposed Draft Policy

Policy Implications					
Policy Id	Tool	Implementor	Legal Effect	Where Policy Applies	When Policy Applies
EDU-7-NLB	Specify action	Municipalities , MECP, MRSPR, Public Health Units	Non-legally binding	MRSPR	Future: Immediately

## **Policy EDU-7-NLB**

### **Private Drinking Water Sources Multidisciplinary Working Group**

Within one year of this policy taking effect, the Mississippi-Rideau Source Protection Region shall initiate a multidisciplinary working group that meets semi-annually to target the protection of private drinking water sources. The working group will promote collaboration between key stakeholders with the objectives to:

- Discuss legislative gaps relating to protecting private drinking water sources;
- Determine communities in need of education and outreach efforts for private drinking water systems;
- Outline tasks to aid in the protection of private drinking water systems;

The working group shall consist of staff from:

- Municipal planning
- Ministry of Environment, Conservation, and Parks
- Mississippi-Rideau Source Protection Region
- Public Health
- Lake Association representatives (2 to 4 reps)
- Source Protection Committee representative

## **Next Steps**

Pre-consult with local implementers and MECP to get comments and feedback on the proposed policy.

## 4.0 Governing Policies Update

**Date:** September 18, 2023  
**To:** Mississippi-Rideau Source Protection Committee  
**From:** Marika Livingston, Project Manager  
Mississippi-Rideau Source Protection Region

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### **Recommendation:**

That the Mississippi-Rideau Source Protection Committee approve the revised Governing Rules of Procedure, Code of Conduct and Conflict of Interest;

And further that the Mississippi-Rideau Source Protection Committee share the revised Governing Rules of Procedure, Code of Conduct and Conflict of Interest with the Source Protection Authorities for their review and approval.

### **Background**

Under the *Clean Water Act* every Source Protection Committee (SPC) in Ontario must prepare Rules of Procedure, Code of Conduct and Conflict of Interest Policies.

On January 30, 2008 the Mississippi-Rideau Source Protection Committee (MR SPC) adopted Governing Policies and the Source Protection Authorities (SPA) approved them shortly after.

Amendments have been made to our Governing Policies in 2019 (to reflect new committee size and representation) and in 2020 (to allow for online virtual meetings due to COVID-19 restrictions).

In August 2022, longtime MR SPC Chair, Ken Graham, did not seek reappointment when his 5-year term expired. Unlike SPC members, who are appointed by our Source Protection Authorities, SPC Chairs are appointed by the Minister of Environment, Conservation and Parks in accordance with Section 7(4) of the *Clean Water Act, 2006*.

In September 2022, the Ministry commenced recruitment for Chair vacancies across the Province. Applications were due early October 2022. In February 2023, 3 of the 7 Chair vacancies were filled. To date, 4 Chair seats remain vacant—this includes our Chair.

In our Governing Policies document, Section 2.5.4 (summarized below) describes what to do when our Chair is absent. Since August 2022, we have been electing a Chair pro-tempore at each meeting per our Rules.

- Upon receiving notice about the Chair's absence, the Committee shall elect a Chair pro-tempore from the Committee members present, who, for the purposes of that meeting, has all the powers and shall perform all duties of the Chair.
- The Chair pro-tempore shall preside over the meeting for so long as the Chair remains absent from the meeting and until the immediate business at hand is completed.

However, hosting an election each meeting is time consuming and there is uncertainty around handling Chair duties inbetween meetings. As such, staff propose to amend our Governing Policies document to include a new clause about electing an Interim Acting Chair in the absence of a Minister appointment. This will eliminate the need to host elections each meeting and also extends the Interim Acting Chair the ability to preside over Chair matters inbetween meetings.

### **Proposed Update**

An amended Governing Rules of Procedure, Code of Conduct and Conflict of Interest is attached separately for Committee review. A new section has been added, *2.5.5 Chair Vacancy—Due to Lack of Appointment by Minister* and describes the procedure to elect an Interim Acting Chair until we receive notification of a Minister appointment. Changes are highlighted in blue.

### **Separate Attachments**

Governing Rules of Procedure, Code of Conduct and Conflict of Interest

## **5.0 Section 36 Workplan Update**

**Date:** September 18, 2023  
**To:** Mississippi-Rideau Source Protection Committee  
**From:** Marika Livingston, Project Manager  
Mississippi-Rideau Source Protection Region

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### **Recommendation:**

That the Mississippi-Rideau Source Protection Committee receive for information the Section 36 Workplan Update.

### **Background**

On November 14, 2018, our Section 36 Workplan was submitted to MECP in compliance with the order dated August 27, 2014 under Section 36 of the *Clean Water Act*. On April 15, 2019, we received an amended Order from the Minister, outlining requirements governing the contents and timeframes of the review and process to be followed for any updates.

A timeline is included below (Appendix A) to assist with outlining workplan milestones and tentative future meetings. By April 2024, we hope to have a draft copy to circulate of the amended Assessment Reports and Source Protection Plan. Early engagement with Ministry staff is planned to commence in mid-Spring, with pre-consultation taking place in July-August and public consultation in Fall 2024. It is our intent to submit the Workplan to the Minister for review and approval by December 31, 2024.

An update on progress of Workplan items is provided below (Appendix B).

### **Next Steps**

Staff will continue to work on updates and liaise with the Committee.



## Appendix A: Timeline for Mississippi-Rideau's S. 36 Source Protection Plan and Assessment Report Updates

Date	Objectives	
2023		
October		<b>Source Protection Committee Meeting</b> <u>Drafted Policy</u> <ul style="list-style-type: none"><li>- Best Practices Working Group Policy NLB</li><li>- Revised Governing Policies document</li><li>- S. 36 Tentative Timeline</li></ul>
November		<b>Work on SPP, AR and Explanatory Document Changes</b>  <b>Source Protection Authority Meeting</b> RVSPA Meeting to appoint and renew SPC seats <ul style="list-style-type: none"><li>- Municipal Surface Water Seat, selected by Councils</li><li>- Economic, proposed renewal</li><li>- Economic, proposed renewal</li><li>- Public, vacant, proposed new appointment.</li><li>- Public, proposed renewal</li></ul>
December		<b>Work on SPP, AR and Explanatory Document Changes</b>  <b>Source Protection Authority Meeting</b> <ul style="list-style-type: none"><li>- MVSPA Meeting to appoint and renew SPC seats</li></ul>
2024		
January	Finalize Layout and Associated Documents, Annual Reporting	<b>Work on SPP, AR and Explanatory Document Changes</b>
February		<b>Source Protection Committee</b> <u>Draft Policy</u> <ul style="list-style-type: none"><li>- Revisions: Waste, Sewage, Agriculture (NASM), Fertilizer, Pesticides, Road Salt &amp; Snow Storage, Chemical, Fuel</li><li>- New policies: Hydrocarbon Pipeline, Working Group, Salt &amp; Snow</li><li>- Richmond—adding backup well</li><li>- First look at draft SPP, Explanatory Document &amp; Assessment Reports</li><li>-</li></ul>
March		<ol style="list-style-type: none"><li>1. Work on Annual Reporting</li><li>2. Finalize the Amendment Package</li></ol>
April		<b>Source Protection Committee Meeting</b> <ul style="list-style-type: none"><li>- Preview of Amendment Package</li><li>- Review Annual Reporting</li></ul> <u>Other Items for Approval</u> <ul style="list-style-type: none"><li>- Draft Source Protection Plan</li><li>- Draft Explanatory Document</li></ul>

		<ul style="list-style-type: none"> <li>- Draft Assessment Report</li> </ul> <b>Source Protection Authority</b> <ul style="list-style-type: none"> <li>- Preview Amendment Package</li> <li>- Review Annual Reporting</li> </ul>
May		<ol style="list-style-type: none"> <li>1. Submit Annual Reporting</li> <li>2. Submit Amendment Package for Early Engagement</li> </ol>
Mid-Spring (May-June)	Submit for Early Engagement	
Late Summer (July-August)	Pre-Consultation	
Mid-Fall (September-October)	<b>Source Protection Committee Meeting</b> to review pre-con comments  Public Consultation	
Winter (November-December)	December Submission Deadline  <b>Source Protection Committee Meeting</b> <ul style="list-style-type: none"> <li>- to review Public Con comments</li> <li>- finalize submission</li> </ul>	
TBD	<b>Source Protection Authority Meetings</b> <ul style="list-style-type: none"> <li>- Present final submission</li> </ul>	

## Appendix B: Workplan

Category	Factors Influencing Amendment	Amendments	Details	Status
N/A	Risk Management Implementation Challenges	<b>Policy Change</b> Modified - DNAPL policy update DNAPL-3-LB-S57 DNAPL-4-LB-S58	<ul style="list-style-type: none"> <li>○ Add retail exemption, revise prohibition policy and add quantity thresholds</li> </ul>	Completed
N/A	Directors Technical Rules, 2017	<b>Source Protection Plan and Assessment Report Update</b>	<ul style="list-style-type: none"> <li>○ Update mapping to remove SGRA scoring</li> </ul>	Underway
N/A	Section 34 Amendment, Council	<b>Section 34 Amendment</b> Lemieux Island Water Purification Plant Intake Improvement Project	<ul style="list-style-type: none"> <li>○ Included as a potential update in our S. 36 but was advancing quicker so it was initiated as a S. 34 Amendment</li> <li>○ Currently paused due to some approval challenges from the Quebec Ministry</li> </ul>	Paused
N/A	Municipal	<b>Climate Change Assessment</b>	<ul style="list-style-type: none"> <li>○ Update Chapter 7 of the MVCA and RVCA Assessment Reports</li> <li>○ Undertake technical assessment to determine impacts of climate change on our water resources</li> </ul>	Underway
N/A		<b>Clerical Changes</b>	<ul style="list-style-type: none"> <li>○ Undertake a number of Clerical Changes to the AR and SPP</li> </ul>	Ongoing
N/A	Municipal	<b>New Wells in Kemptville</b>	<ul style="list-style-type: none"> <li>○ New eastern quadrant well</li> <li>○ New western quadrant well</li> </ul>	Completed (S. 34s)
N/A	Municipal	<b>Water Takings Assessment for Municipal Wells in Almonte</b>	<ul style="list-style-type: none"> <li>○ Updated WHPA delineation may be required due to increased water takings in recent years</li> <li>○ Technical review by consultant underway</li> </ul>	Ongoing
N/A	Municipal	<b>Water Quality Assessment for Municipal Wells in Westport</b>	<ul style="list-style-type: none"> <li>○ Bacteria spike in 2017, MECP required investigation. <ol style="list-style-type: none"> <li>1. Well inspections were completed and no issues identified</li> </ol> </li> <li>○ Chloride trends are going up <ol style="list-style-type: none"> <li>1. A groundwater investigation by a consultant is underway</li> <li>2. Monitoring wells were put in early September</li> </ol> </li> </ul>	Ongoing

N/A	Municipal	<b>Well Relocation Project in Munster</b>	<ul style="list-style-type: none"> <li>○ The City of Ottawa is dealing with iron and turbidity at the Munster well</li> <li>○ A long term solution would be to drill a new well</li> </ul>	No update Not anticipated to be submitted in S. 36
N/A	Municipal	<b>New Municipal Well in Richmond</b>	<ul style="list-style-type: none"> <li>○ Possible developer driven well in Richmond</li> </ul>	Paused Not anticipated to be submitted in S. 36
N/A	Municipal	<b>Adding backup well to Richmond West system</b>	<ul style="list-style-type: none"> <li>○ Connecting well #3 to the system as a backup supply</li> <li>○ Pumping rates to be verified to ensure current modelled WHPAs reflect these scenarios</li> </ul>	Ongoing
N/A	Municipal	<b>Highly Vulnerable Aquifer (HVA) Guidance Document</b>	<ul style="list-style-type: none"> <li>○ Education collection developed for educating various stakeholders and the public</li> </ul>	Completed Launched October 2022
1. Waste	Directors Technical Rules	<b>Policy Changes – Waste</b> <u>Modified</u> Waste preamble	Policy updates as per the Amended Technical Rules: <ul style="list-style-type: none"> <li>○ SQE (Small Waste Exemptions) are no longer considered significant threats <ul style="list-style-type: none"> <li>○ Modify preamble</li> <li>○ Determine if new policy required</li> </ul> </li> <li>○ Update policy preamble to describe Processed Organic Wastes (POW)</li> <li>○ Update preamble to include hauled sewage</li> <li>○ New E/O policy for subject wastes/or do we leave this be?</li> </ul>	Ongoing
2. Sewage	Directors Technical Rules	<b>Policy Changes—Sewage</b> <u>Modified</u> Sewage preamble  SEW-10-LB-PI-MC  SEW-16-LB-S57	Policy updates as per the Amended Technical Rules: <ul style="list-style-type: none"> <li>○ Consider adding clause to require MECP consultation for ECAs in IPZ-9</li> <li>○ Clarify in preamble about holding tank, tunnel and wet wells</li> <li>○ Amend policy to allow overflows for public safety</li> </ul>	Ongoing
6/7. Non-Agricultural Source Material	Directors Technical Rules	<b>Policy Changes—NASM</b> <u>Modified</u> Policy preamble	Policy updates as per the Amended Technical Rules: <ul style="list-style-type: none"> <li>○ Update NASM policy preamble to include the storage of POW</li> </ul>	Ongoing

<i>Application, Handling and Storage</i>				
8/9. Fertilizer <i>Application, Handling and Storage</i>	Directors Technical Rules	<b>Policy Changes—Fertilizer Modified</b>	Policy updates as per the Amended Technical Rules: <ul style="list-style-type: none"> <li>o Circumstance wording updated</li> <li>o Determine if preamble needs to be revised</li> </ul>	Ongoing
11. Pesticide <i>Application, Handling and Storage</i>	Directors Technical Rules	<b>Policy Changes—Pesticide Modified</b>	Policy updates as per the Amended Technical Rules: <ul style="list-style-type: none"> <li>o Removal of chemical names</li> </ul>	Ongoing
13. Road Salt & Snow Storage <i>Application, Handling and Storage</i>	Directors Technical Rules	<b>Policy Changes—Salt and Snow Modified</b> SALT-1-LB-S58 SALT-2-LB-S57 SALT-3-LB SALT-6-NLB  <u>New</u> SALT-7-NLB	Policy updates as per the Amended Technical Rules <ul style="list-style-type: none"> <li>o Update AR for new impervious surfaces calculation</li> <li>o Only require RMP for existing snow dumps</li> <li>o Prohibit future snow dumps</li> <li>o Take snow piles out</li> <li>o Update policy to suggest refresher every 5 years</li> </ul> <ul style="list-style-type: none"> <li>• Education and outreach policy for existing salt and snow</li> </ul>	Ongoing
15. Fuel <i>Handling and Storage</i>	Directors Technical Rules	<b>Policy Changes—Fuel Modified</b> Fuel preamble 3.5.1 3.5.2	Policy updates as per the Amended Technical Rules <ul style="list-style-type: none"> <li>o Revised preamble for handling and storage of liquid fuel in a tank <u>at or above grade</u> in a quantity that is more than 250 in WHPAs with a vulnerability score of 10</li> <li>o Revised preamble to reflect significant drinking water threats in IPZs with a vulnerability score of 9</li> </ul>	Ongoing
16. Dense Non-Aqueous Phase Liquids (DNAPLs) <i>Handling and Storage</i>	Directors Technical Rules	<b>Policy Changes—Chemical Revised</b>	<ul style="list-style-type: none"> <li>o Updated policies as per the Section 36 Workplan and the Amended Technical Rules: <ol style="list-style-type: none"> <li>1. Modified policies to reflect significant drinking water threats in IPZs with a vulnerability score of 9:</li> </ol> </li> </ul>	Ongoing

22. Hydrocarbon Pipelines	Section 36 Workplan	<b>Policy Development</b> <u>New</u> HP-1-NB (Notification and Emergency Response)	<ul style="list-style-type: none"> <li>○ New policy to manage hydrocarbon pipeline threats</li> </ul>	Completed Staff report February 11, 2021
Impervious surface methodology	Directors Technical Rules	<b>Updated Impervious Surface Maps</b>	<ul style="list-style-type: none"> <li>○ Propose not to proceed with 2021 DTR impervious surface area map methodology and to proceed with revised original approach with new grid size and updated impervious surface data</li> </ul>	Ongoing