

Date: February 8th, 2024
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
	Election of Acting Chair		<i>Marika Livingston</i>
1.0	Welcome and Introductions a. Agenda Review b. Notice of Proxies c. Adoption of the Agenda (D) d. Declarations of Interest e. Approval of Minutes –October 5, 2023 (D) ▶ draft minutes attached as a separate document		<i>Acting Chair</i>
	Staff Reports, Updates and Presentation		
2.0	Staff update presentation.....(I)	<i>Marika Livingston</i>
3.0	RMO Annual Reports.....(I)	1-3	<i>Brian Stratton</i>
4.0	Summary of Source Protection Plan and Assessment Report Amendments.....(D)	4-9	<i>Marika Livingston</i>
	Other		
6.0	Other Business		<i>Acting Chair</i>
7.0	Member Inquiries		<i>Acting Chair</i>
8.0	Next Meeting -April 4, 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) 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 Risk Management Official Annual Report

Date: January 25, 2024
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 2023 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 MECP if requested by the Director. Section 65 of the *Clean Water Act* Regulation 287/07 sets out the required content of the report.

The focus of 2023 was to complete friendly check-ins and site inspections at businesses that handle and store DNAPLs and address any outstanding Risk Management Plans. As of December 31, 2023, there are two (2) outstanding Risk Management Plans to address three (3) threats. More specifically, 1 remaining threat is a home heating oil threat within the City of Ottawa. This homeowner is in the process of converting to natural gas in Spring 2024. The other two (2) remaining threats are to be managed by one (1) Risk Management Plan and risk management efforts are ongoing.

Attachments: Risk Management Official Annual Reports for 2023

1. Rideau Valley Source Protection Area
2. Mississippi Valley Source Protection Area

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, 2023

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	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 2023 in the Mississippi Valley Source Protection Area (Outside the City of Ottawa)

Risk Management Staff focused on compliance inspections in the Mississippi-Rideau Source Protection Region in 2023, whereby 22 businesses that handle and store Dense Non-Aqueous Phase Liquids (DNAPLs) were visited.

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, 2023

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	0	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 2023 in the Rideau Valley Source Protection Area (Outside the City of Ottawa)

Risk Management Staff focused on compliance inspections in the Mississippi-Rideau Source Protection Region in 2023, whereby 22 businesses that handle and store Dense Non Aqueous Phase Liquids (DNAPLs) were visited.

4.0 Summary of Source Protection Plan and Assessment Report Amendments

Date: January 18, 2024

To: Mississippi-Rideau Source Protection Committee

From: Marika Livingston, Project Manager
Mississippi-Rideau Source Protection Region

Recommendation:

That the Mississippi-Rideau Source Protection Committee this staff report **Be Received**; and,

That staff **Be Directed** to revise the Source Protection Plan and Assessment Reports as recommended within this report; and,

That the resulting updates **Be Included** in the amended Mississippi-Rideau Source Protection Plan, Mississippi Valley Assessment Report and the Rideau Valley Assessment Report for further consultation.

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 in Appendix A to assist with outlining workplan milestones and tentative future meetings. 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 in Appendix B, along with a summary of revisions.

This update includes several large documents, with many folders and files. In an effort to streamline your review, below are a series of flow charts to assist. The charts are color coded to illustrate where the revisions are major, minor or little to no updates. These flow charts can be used in conjunction with Appendix B, which provides additional description.

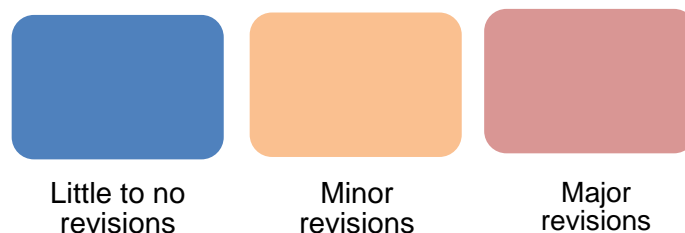


Figure 1. Color legend for flowcharts to depict folder structure and level of updates

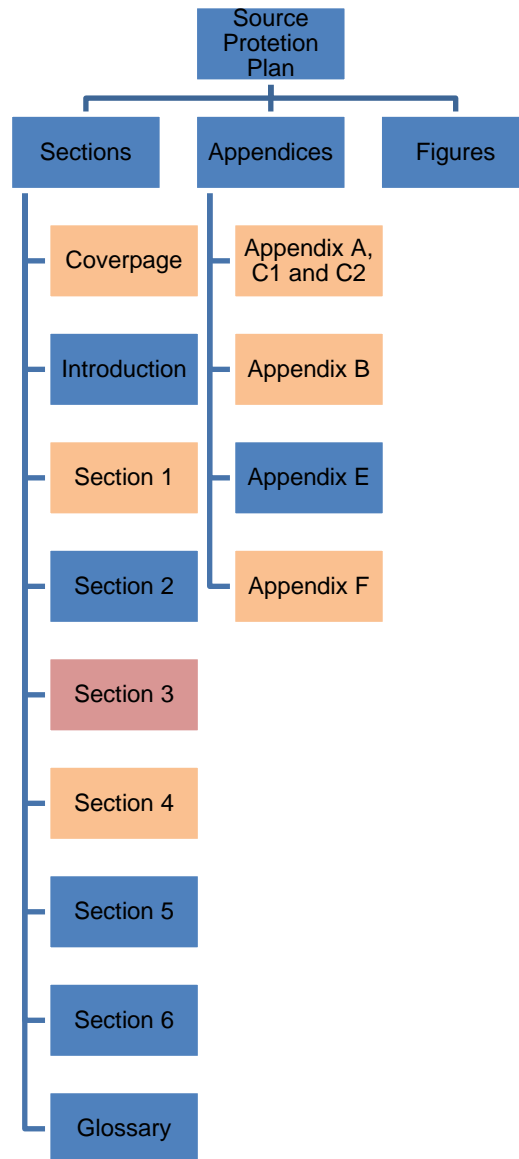


Figure 2. Folder structure and level of updates for Source Protection Plan

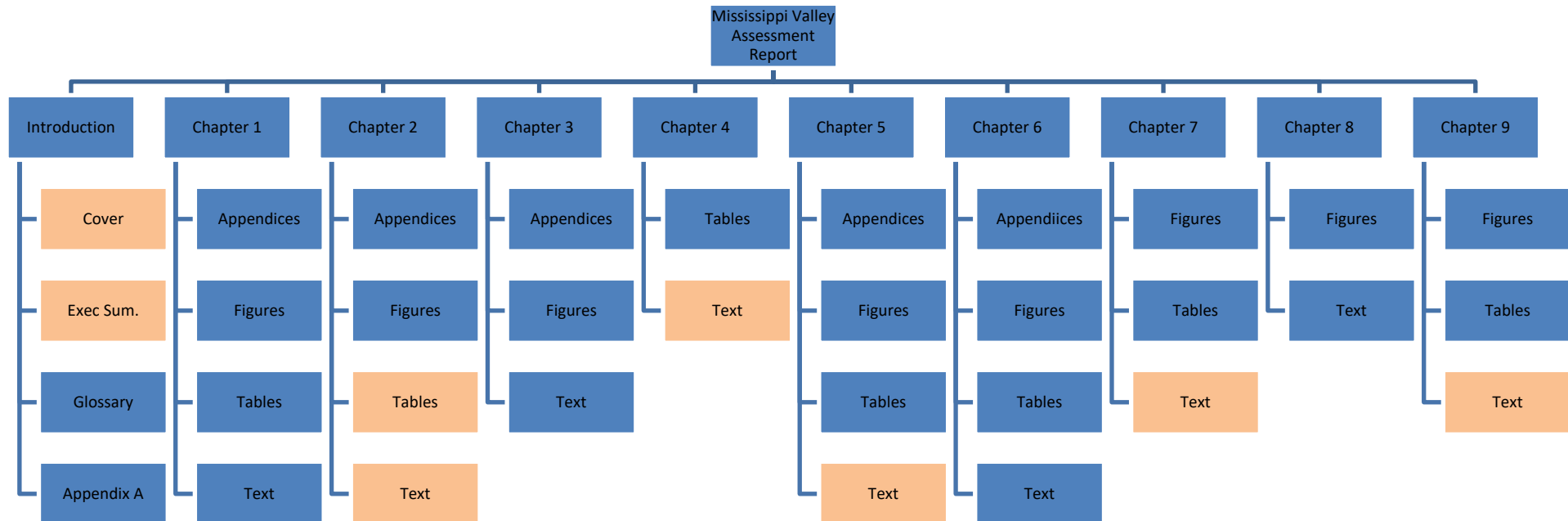


Figure 3. Folder structure and level of updates for Mississippi Valley Assessment Report

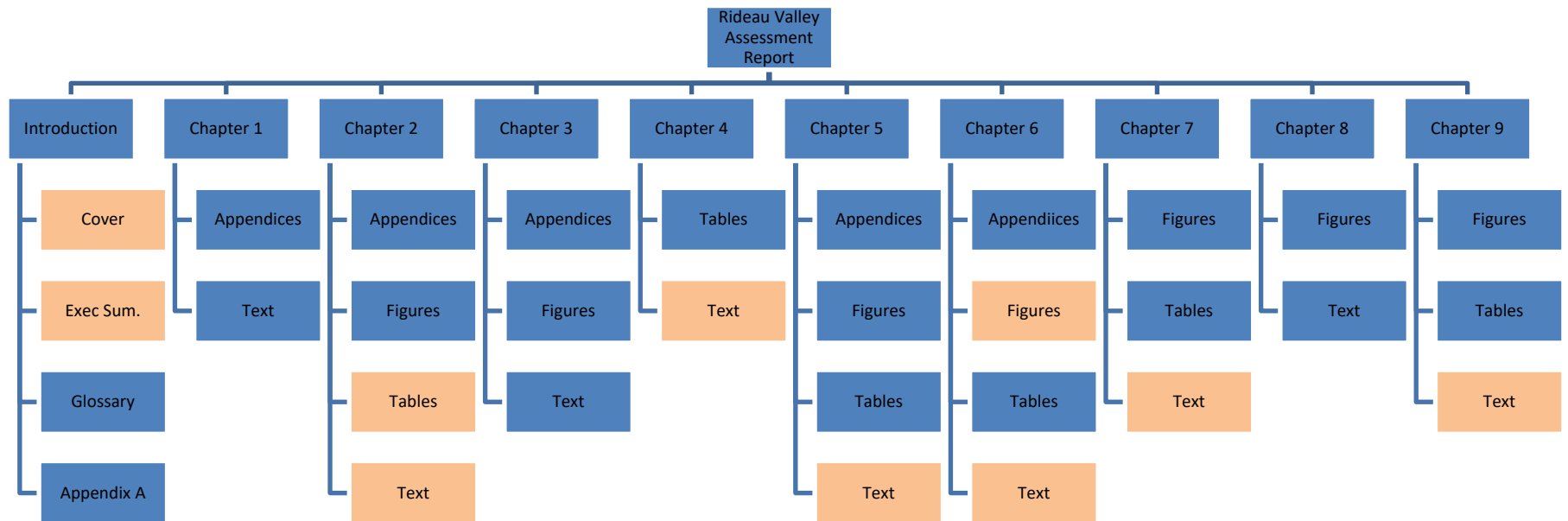


Figure 4. Folder structure and level of updates for Rideau Valley Assessment Report

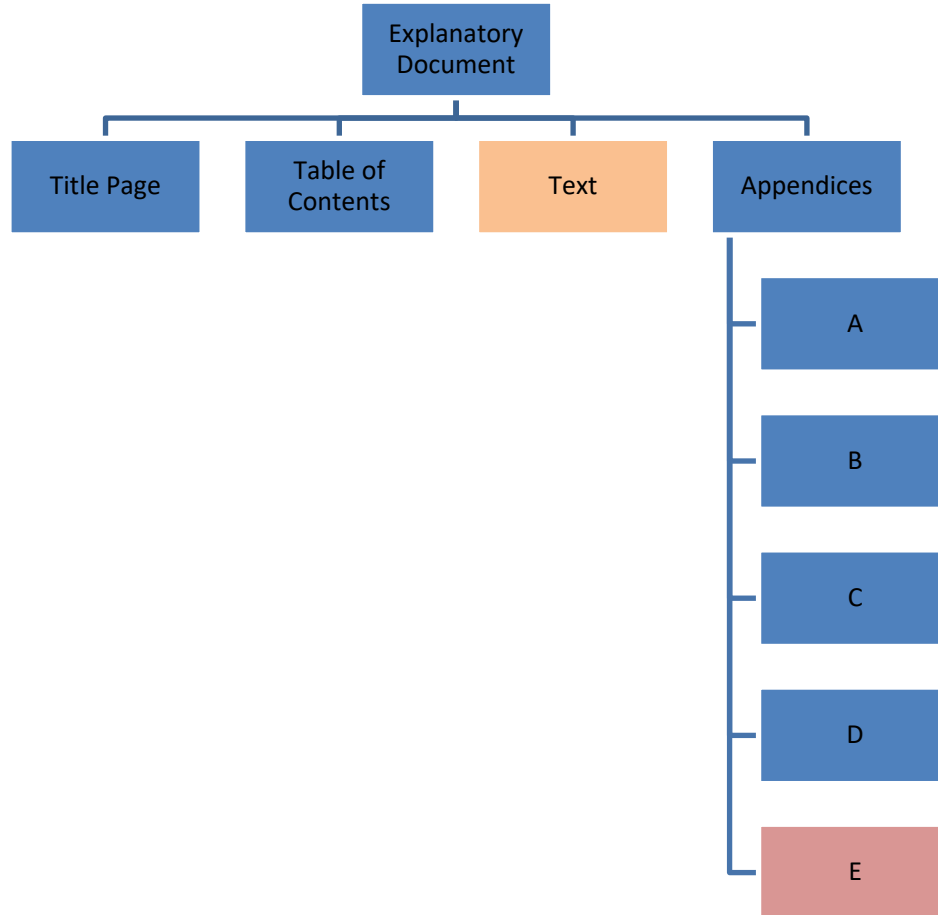


Figure 5. Folder structure and level of updates for Source Protection Pan Explanatory Document

Next Steps

Source Protection staff will make requested changes and consider comments from the Source Protection Committee. If no changes are requested at the February 8th, 2024 Source Protection Committee meeting, staff will submit for early engagement to the Ministry in advance of the April-May timeline included in Appendix A. If changes are requested, a draft, including any changes will be circulated prior to the upcoming April 4th meeting—and Source Protection staff will continue to plan for submitting for early engagement in April-May.

Attachments: Appendix A Timeline
Appendix B Summary of Workplan
Source Protection Plan ([digital link](#))
Explanatory Document ([digital link](#))
Mississippi Valley Assessment Report ([digital link](#))
Rideau Valley Assessment Report ([digital link](#))

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

Date	Objectives	
2023		
October		Source Protection Committee Meeting <u>Drafted Policy</u> <ul style="list-style-type: none">- Best Practices Working Group Policy NLB- Revised Governing Policies document- S. 36 Tentative Timeline
November		Work on SPP, AR and Explanatory Document Changes Source Protection Authority Meeting RVSPA Meeting to appoint and renew SPC seats <ul style="list-style-type: none">- Municipal Surface Water Seat, selected by Councils- Economic, proposed renewal- Economic, proposed renewal- Public, vacant, proposed new appointment.- Public, proposed renewal
December		Work on SPP, AR and Explanatory Document Changes Source Protection Authority Meeting <ul style="list-style-type: none">- MVSPA Meeting to appoint and renew SPC seats
2024		
January	Finalize Layout and Associated Documents, Annual Reporting	Work on SPP, AR and Explanatory Document Changes
February		Source Protection Committee <u>Draft Policy</u> <ul style="list-style-type: none">- Revisions: Waste, Sewage, Agriculture (NASM), Fertilizer, Pesticides, Road Salt & Snow Storage, Chemical, Fuel- New policies: Hydrocarbon Pipeline, Working Group, Salt & Snow- Richmond—adding backup well- First look at draft SPP, Explanatory Document & Assessment Reports-
March		<ol style="list-style-type: none">1. Work on Annual Reporting2. Finalize the Amendment Package
April		Source Protection Committee Meeting <ul style="list-style-type: none">- Preview of Amendment Package- Review Annual Reporting <u>Other Items for Approval</u> <ul style="list-style-type: none">- Draft Source Protection Plan- Draft Explanatory Document

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

Appendix B: S. 36 Summary of Revisions

Category	Factors Influencing Amendment	Amendments	Details	Status	Where to find	Page # Section # Chapter #
N/A	Risk Management Implementation Challenges	Policy Change Modified - DNAPL policy update DNAPL-3-LB-S57 DNAPL-4-LB-S58	<ul style="list-style-type: none"> ○ Add retail exemption, revise prohibition policy and add quantity thresholds 	Completed	SPP	Section 3 #3.14
N/A	Directors Technical Rules, 2017	Source Protection Plan and Assessment Report Update	<ul style="list-style-type: none"> ○ Update mapping to remove SGRA scoring 	Changes proposed in staff report Feb 2024	MVSPA AR RVSPA AR	Chapter 5 & Chapter 5 Figures
N/A	Section 34 Amendment, Council	Section 34 Amendment Lemieux Island Water Purification Plant Intake Improvement Project	<ul style="list-style-type: none"> ○ Included as a potential update in our S. 36 but was advancing quicker so it was initiated as a S. 34 Amendment ○ Currently paused due to some approval challenges from the Quebec Ministry 	Paused	N/A	N/A
N/A	Municipal	Climate Change Assessment	<ul style="list-style-type: none"> ○ Update Chapter 7 of the MVCA and RVCA Assessment Reports ○ Undertake technical assessment to determine impacts of climate change on our water resources 	Changes proposed in staff report Feb 2024	MVSPA AR RVSPA AR	Chapter 7
N/A		Clerical Changes	<ul style="list-style-type: none"> ○ Undertake a number of Clerical Changes to the AR and SPP 	Changes proposed in staff report Feb 2024	SPP & ARs	N/A
N/A	Municipal	New Wells in Kemptville	<ul style="list-style-type: none"> ○ New eastern quadrant well ○ New western quadrant well 	Completed (S. 34s)	SPP & RVSPA AR	New schedules in SPP & Chapter 5 text and Chapter 5 figures
N/A	Municipal	Water Takings Assessment for Municipal Wells in Almonte	<ul style="list-style-type: none"> ○ Updated WHPA delineation may be required due to increased water takings in recent years ○ Technical review by consultant underway 	No update Not anticipated to be submitted in S. 36	N/A	N/A
N/A	Municipal	Water Quality Assessment for Municipal Wells in Westport	<ul style="list-style-type: none"> ○ Bacteria spike in 2017, MECP required investigation. <ol style="list-style-type: none"> 1. Well inspections were completed and no issues identified ○ Chloride trends are going up <ol style="list-style-type: none"> 1. A groundwater investigation by a consultant is underway 	No update Not anticipated to be submitted in S. 36	N/A	N/A

			2. Monitoring wells were put in early September			
N/A	Municipal	Well Relocation Project in Munster	<ul style="list-style-type: none"> ○ The City of Ottawa is dealing with iron and turbidity at the Munster well ○ A long term solution would be to drill a new well 	No update Not anticipated to be submitted in S. 36	N/A	N/A
N/A	Municipal	New Municipal Well in Richmond	<ul style="list-style-type: none"> ○ Possible developer driven well in Richmond 	Paused Not anticipated to be submitted in S. 36	N/A	N/A
N/A	Municipal	Adding backup well to Richmond West system	<ul style="list-style-type: none"> ○ Connecting well #3 to the system as a backup supply ○ Pumping rates to be verified to ensure current modelled WHPAs reflect these scenarios 	April 2024 SPC Meeting	RVSPA AR	Chapter 5 Updated text, figures and adding appendix
N/A	Municipal	Highly Vulnerable Aquifer (HVA) Guidance Document	<ul style="list-style-type: none"> ○ Education collection developed for educating various stakeholders and the public 	Completed Launched October 2022	N/A	N/A
1. Waste	Directors Technical Rules	Policy Changes – Waste <u>Modified</u> Waste preamble	Policy updates as per the Amended Technical Rules: <ul style="list-style-type: none"> ○ SQE (Small Waste Exemptions) are no longer considered significant threats ○ Update policy preamble to include Processed Organic Wastes (POW) and hauled sewage 	Changes proposed in staff report Feb 2024	SPP	Section 3 # 3.1
2. Sewage	Directors Technical Rules	Policy Changes—Sewage <u>Modified</u> Sewage preamble SEW-10-LB-PI-MC SEW-15-LB	Policy updates as per the Amended Technical Rules: <ul style="list-style-type: none"> ○ Add Consolidated Linear Infrastructure PIs ○ Clarify stormwater outfalls and infiltration facility ○ Sewage system is now called sewage works ○ Clarify in preamble about holding tank, tunnel and wet wells ○ Permits “other” sewage works in a WHPA-B, score of 10 if there is a PI 	Changes proposed in staff report Feb 2024	SPP	Section 3 #3.2
6/7. Non-Agricultural Source Material	Directors Technical Rules	Policy Changes—NASM <u>Modified</u> Policy preamble	Policy updates as per the Amended Technical Rules: <ul style="list-style-type: none"> ○ Update NASM policy preamble to include the storage of POW 	Changes proposed in staff report Feb 2024	SPP	Section 3 #3.10

<i>Application, Handling and Storage</i>						
8/9. Fertilizer <i>Application, Handling and Storage</i>	Directors Technical Rules	Policy Changes—Fertilizer Modified	Policy updates as per the Amended Technical Rules: <ul style="list-style-type: none"> ○ Circumstance wording updated 	Changes proposed in staff report Feb 2024	SPP	Section 3 #3.6
11. Pesticide <i>Application, Handling and Storage</i>	Directors Technical Rules	Policy Changes—Pesticide Modified	Policy updates as per the Amended Technical Rules: <ul style="list-style-type: none"> ○ Removal of chemical names 	Changes proposed in staff report Feb 2024	SPP	Section 3 #3.7
13. Road Salt & Snow Storage <i>Application, Handling and Storage</i>	Directors Technical Rules	Policy Changes—Salt and Snow Modified SALT-1-LB-S58 SALT-2-LB-S57 SALT-3-LB SALT-6-NLB <u>New</u> SALT-EDU-7-LB SALT-8-LB	Policy updates as per the Amended Technical Rules <ul style="list-style-type: none"> ○ Update policy preamble with new salt storage thresholds ○ Update policy preamble for impervious surfaces thresholds for salt application ○ Clarify snow dump definition ○ Update AR for new impervious surfaces calculation ○ Only require RMP for existing snow dumps ○ Probit future snow dumps ○ Take snow piles out ○ Update policy to suggest refresher every 5 years <ul style="list-style-type: none"> • Education and outreach policy for existing salt and snow • Prohibition of salt storage in quantities greater than 300 kg • Manage salt storage in quantities greater than 300kg if partially exposed to precipitation 	Changes proposed in staff report Feb 2024	SPP	Section 3 #3.3
15. Fuel <i>Handling and Storage</i>	Directors Technical Rules	Policy Changes—Fuel Modified Fuel preamble 3.5.1 3.5.2	Policy updates as per the Amended Technical Rules <ul style="list-style-type: none"> ○ 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 	Changes proposed in staff report Feb 2024	SPP	Section 3 #3.5

			<ul style="list-style-type: none"> Revised preamble to reflect significant drinking water threats in IPZs with a vulnerability score of 9 			
16. Dense Non-Aqueous Phase Liquids (DNAPLs) <i>Handling and Storage</i>	Directors Technical Rules	Policy Changes—Chemical Revised	<ul style="list-style-type: none"> Updated policies as per the Section 36 Workplan and the Amended Technical Rules: <ul style="list-style-type: none"> Modified policies to reflect significant drinking water threats in IPZs with a vulnerability score of 9: 	Changes proposed in staff report Feb 2024	SPP	Section 3 #3.4
22. Hydrocarbon Pipelines	Section 36 Workplan	Policy Development New PIPE-1-NLB (Notification and Emergency Response)	<ul style="list-style-type: none"> New policy to manage hydrocarbon pipeline threats 	Completed Staff report February 11, 2021	SPP	Section 3 #3.13
Impervious surface methodology	Directors Technical Rules	Updated Impervious Surface Maps	<ul style="list-style-type: none"> 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 	Changes proposed in staff report Feb 2024	MVSPA AR RVSPA AR	Chapter 5 & 6 Figures & Text
Updated Carleton Place IPZ-2	Transport Pathways	Updated Carleton Place IPZ-2 Mapping	<ul style="list-style-type: none"> Updated IPZ-2 mapping due to a large subdivision development in Carleton Place IPZ-2, impacting the drainage area. This change requires a minor update of MVSPA AR Ch. 6 and updated mapping in the SPP and MVSPA AR figures. 	Changes proposed in staff report Feb 2024	MVSPA AR	Chapter 5 Figures & Text
New Working Group	Best Practices	Creation of a new working group to protect private drinking water sources <u>New policy</u> EDU-7-NLB	<ul style="list-style-type: none"> The establishment of a multidisciplinary working group that meets semi-annually to target the protection of private drinking water sources. 	Changes proposed in staff report Feb 2024	SPP	Section 4 #4.4
Updated SPC members and revised biographies		Revised Text	<ul style="list-style-type: none"> Updating of SPC member biographies 	Changes proposed in staff report Feb 2024	SPP MVSPA AR RVSPA AR	Appendix F MV & RV AR Chapter 1 & Appendix 1-1

Source Protection Plan Update Summary

	Revision description
Coverpage	Updated coverpage
Introduction (Pages 1-11)	Updated staff acknowledgement Updated summary of amendments Minor clerical revisions
Inside coverpage	None
Section 1	Minor clerical revisions Updated committee size section Revised Source Protection Plan Process chart Added an Amendment section
Section 2	Minor clerical revisions Revised # of drinking water threats
Section 3	Minor clerical revisions Revised waste threats—updated what is a threat Revised sewage threats—updated what is a threat and revised policies Revised salt threats—updated what is a threat, revised policies and added new policies Revised DNAPL threats—updated what is a threat Revised fuel threats—updated what is a threat Revised fertilizer threats—updated what is a threat Revised pesticide threat—updated what is a threat Revised NASM threat—updated what is a threat Added Hydrocarbon Pipeline threat—added a new policy
Section 4	Minor clerical revisions Added Working Group policy
Section 5	Minor clerical revisions
Section 6	Minor clerical revisions
Glossary	Minor clerical revisions
Appendix A, C1 and C2	Added new policies
Appendix B	Revised threats with applicable policies
Appendix E	Added table for Section 36 consultation activities
Appendix F	Revised biographies

Explanatory Document Update Summary

	Revision Description
Title page	None
Table of Contents	Clerical revisions
Explanatory Document	Added Section 2.5, Section 36 Description Added background information to each policy revision
Appendix A	None
Appendix B	None
Appendix C	None
Appendix D	None
Appendix E	New, to be populated when comments are received during consultation process

Assessment Report Update Summary

	RVSPA AR	MVSPA AR
Introduction	Updated cover page Revised executive summary Revised glossary Revised lists of tables, figures and appendices Revised Appendix A-1	Updated cover page Revised executive summary Revised glossary Revised lists of tables, figures and appendices
Chapter 1	Minor clerical revisions	Minor clerical revisions
Chapter 2	Tables, revising population statistics, added new appendix 2-5	Tables, revising population statistics, added new appendix 2-5
Chapter 3	None	None
Chapter 4	Adding hydrocarbon pipeline threat	Adding hydrocarbon pipeline threat
Chapter 5	Adding new impervious surface area calculation approach, taking out SGRA scoring, adding backup well to Richmond West system	Adding new impervious surface area calculation approach, taking out SGRA scoring, removing mention of planned system in Lanark
Chapter 6	Minor clerical revisions	Expanding IPZ-2 due to large development and drainage area, updated figures
Chapter 7	Updated and revised entire Chapter	Updated and revised entire Chapter
Chapter 8	None	Removing mention of planned system in Lanark
Chapter 9	Revised key outcomes	Revised key outcomes