

# MISSISSIPPI-RIDEAU SOURCE PROTECTION REGION

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## DRAFT MINUTES (subject to approval)

**Mississippi-Rideau  
Source Protection Committee**

**October 3, 2013**

**#1/13**

**Location:** Rideau Valley Conservation Centre  
3889 Rideau Valley Drive, Manotick

**Present:**

Scott Berquist	George Braithwaite
Scott Bryce	Carol Dillon
Paul Knowles	Drew Lampman
Patricia Larkin	Pieter Leenhouts
Randy Malcolm	Peter McLaren
Beverly Millar	Eleanor Renaud
Janet Stavinga (Chair)	

Mary Wooding (Ministry of the Environment Liaison)  
Mark Burnham (Source Protection Authority Liaison)

**Staff:** Sommer Casgrain-Robertson Allison Gibbons  
Michelle Paton Brian Stratton

**Guests:** Jim Anderton, RVCA Board Member  
Adam Dillon RVCA Septic Inspector  
John Garrah, RVCA Inspector  
Alison McDonald, South Nation Conservation  
Calvin Pol, Township of North Dundas

**Regrets:** Richard Fraser Doug Thompson  
Sherry Beadle (Medical Officer of Health Liaison)

### 1.0 Welcome and Introductions

#### a) **Agenda Review**

Chair Stavinga welcomed everyone and introduced Sommer Casgrain-Robertson as the new General Manager of the Rideau Valley Conservation Authority. Ms. Casgrain-Robertson replaced Dell Hallett who retired in July.

Ms. Casgrain-Robertson advised that Allison Gibbons had been appointed as the new Co-Project Manager.

Chair Stavinga then asked participants to introduce themselves

Chair Stavinga reviewed the Agenda and the purpose of the meeting.

b) **Notice of Proxies** None

c) **Adoption of the Agenda**  
**Motion 1-1/13**

That the Agenda be approved as presented.

**Carried**

d) **Declarations of Interest** None

e) **Approval of Minutes**

**Motion 2-1/13**

That the minutes of the Mississippi-Rideau Source Protection Committee meeting of June 7, 2012 be approved as presented.

**Carried**

f) **Status of Action Items**

Chair Stavinga reviewed the Status of Action Items.

**Motion 3-1/13**

That the Mississippi-Rideau Source Protection Committee receive the Status of Action Items Report for information.

**Carried**

#### Uranium

Carol Dillon reported that she had recently met with Howard Robinson who had made a public presentation on uranium some years ago. During their conversation, Mr. Robinson expressed his appreciation with the outcome following his presentation.

g) **Correspondence**

#### TransCanada

Sommer Casgrain-Robertson provided an update on the proposed Energy East Pipeline project. Existing gas lines in the Rideau watershed will be converted to transport oil and one new section of pipe will be installed under the Rideau River near the Baxter Conservation Area. Ms. Casgrain-Robertson advised that the Rideau Valley Conservation Authority has an interest as an affected landowner. As well, the Conservation Authority is concerned with the actual transportation route of the pipeline as it crosses wetlands, Wellhead Protection Areas, and other vulnerable areas. The Conservation Authority does not have a regulatory or approval role but is prepared to submit comments regarding TransCanada's application to the National Energy Board. Four other Conservation Authorities, North Bay-

Mattawa, Mississippi, Raisin, and South Nation Conservation will likely submit comments as they are also affected.

Ms. Casgrain-Robertson confirmed that she had attended the information open house in Kemptville on October 2 and advised that staff will be in attendance at the open house in Stittsville on October 10.

In response to questions from Members, Ms. Casgrain-Robertson advised that staff will contact the National Energy Board to determine next steps and processes.

## **2.0 Summary of Source Water Protection Activities**

Allison Gibbons gave an update on Source Water activities from September 2012 to October 2013 (PowerPoint presentation attached). This presentation included a policy refresher, preparation for Part IV, municipal operations and education policies, a description of general assistance available to municipalities and other implementers, and an outline of ongoing communications.

Ms. Gibbons reported that the first round of comments on the Proposed Source Protection Plan were received from the Ministry of the Environment in July and were reviewed by the Municipal Working Group in September. The final review comments are expected from the Ministry of the Environment in late 2013.

Ms. Gibbons clarified that Part IV Policies use Sections 57 and 58 of the *Clean Water Act* to either prohibit or require Risk Management Plans for existing fuel, agriculture, DNAPL or organic solvent activities. In preparation for Part IV Policies, five Conservation Authority staff have been trained as Risk Management Officials/Inspectors. Delegation Agreements are being developed for municipalities who wish to delegate authority to the Conservation Authorities. Forms, checklists, and templates for official notices which can be used by municipalities are also being developed. An explanation of "Part IV" will be added to Section 2.4 of the Proposed Source Protection Plan where policies are described.

Brian Stratton advised that John Garrah and Derek Matheson of the Rideau Valley Conservation Authority and Brian Anderson of the Mississippi Valley Conservation Authority have been conducting threat verification exercises in preparation for implementation of Part IV Policies. These threat verification results were used to prepare cost estimates for municipalities. Mr. Stratton noted that there are still a number of unconfirmed threats to be verified. Some municipalities have offered to become involved in obtaining this information. Ms. Renaud suggested that the Ontario Federation of Agriculture might also be able to assist in obtaining threat verification information.

Eleanor Renaud pointed out that some smaller rural municipalities were being asked to absorb costs for remediation work that would benefit larger municipalities who were not being asked to contribute financially. Patricia Larkin

asked about funding for administrative costs associated with the development of risk management plans.

Brian Stratton responded to both concerns and confirmed that the provincial government has allocated \$13.5 million over three years to small municipalities, under 100,000 people, to cover development and implementation costs. Mary Wooding advised that the program should be launched in the fall of 2013.

Brian Stratton explained that the government has not defined what activities will be covered. Mr. Stratton suggested that a letter to the Ministry of the Environment be drafted and signed on behalf of the municipalities by Mississippi Valley Conservation Authority, Rideau Valley Conservation Authority, and Janet Stavinga asking that administrative costs be covered. Sommer Casgrain-Robertson added that there would be an opportunity for municipal councils to endorse the letter. Eleanor Renaud suggested that the Association of Municipalities Ontario and/or the Rural Ontario Municipal Association might also consider endorsing the letter.

Sommer Casgrain-Robertson pointed out that the Mississippi-Rideau Source Protection Committee had recognized early in the process that there would be questions surrounding administrative, development and implementation costs. Ms. Casgrain-Robertson added that a request to consider funding under the Ontario Drinking Water Stewardship Fund should be considered.

Peter McLaren agreed to send details to staff of merit funding available from the Ontario Soil and Crop Improvement Associations to agricultural properties located in Source Protection areas.

Allison Gibbons confirmed that the cost charts have been presented to the Municipal Working Group. Reactions have been generally positive. Brian Stratton added that the costs identified are based on routine scenarios and might rise under certain circumstances. Ms. Gibbons confirmed that the Delegation Agreements will be drafted with measures to protect both the municipalities and the conservation authorities from unexpected and/or extraordinary costs.

Paul Knowles questioned whether there were templates developed for Sewer Use. Mr. Knowles suggested that the Sewer Use Bylaw might be outdated and require review. Chair Stavinga suggested that the topic could be addressed in the Municipal information Resource binder.

Carol Dillon asked whether the Transportation of Contaminants through the Zone includes transportation by rail as rail transportation is a federal government responsibility. Mark Burnham suggested that Thunder Bay may be able to provide additional information to staff.

#### **Motion 4-1/13**

That the Mississippi-Rideau Source Protection Committee receive for information the summary of source water protection activities (September 2012 to October 2013).

### **3.0 Recommended Revisions to the Proposed Source Protection Plan**

Sommer Casgrain-Robertson reviewed the first set of comments on the proposed Plan received from the Ministry of Environment and noted staff's recommendation as to how the comments could be addressed. Ms. Casgrain-Robertson clarified that these recommendations are based on consultation with stakeholders and consider whether or not the policy intent would still be achieved.

Following a review of the recommended revisions to the Source Protection Plan, Committee Members noted the following:

1. Policy FERT-2-LB-S58 – Commercial Fertilizer – Risk Management Plan  
Add an explanation as to why this exemption policy was removed to the Explanatory Document.
2. Policy DANPL-3-LB – Sewer Use  
Endorsed as presented.
3. Policy ADMIN-5-LB – Interruptions / Expansions Policy  
c): Staff are to revise policy ADMIN-5-LB c) to respond to issues identified by the Ministry of the Environment and bring the revised policy back to the Committee for consideration.  
a), b) and d): Endorsed as presented
4. Policy EDU-3-NLB - Signs along Primary Municipal Roads  
Mary Wooding and Allison Gibbons looking into revised policy wording. Direction was given to staff to defer policy EDU-3-NLB subject to further discussion and bring back to the Committee for consideration.
5. Policy MON-2-LB – Annual Report from the Municipality  
Endorsed as presented.
6. Policy PEST-4-LB-S58 and PEST-5-LB-S47 – Pesticide Policies  
Endorsed as presented.
7. Policy EDU-1-LB – Living and working in the Drinking Water Zone  
Endorsed as presented.
8. Policy LIVE-2-LB-S58, ASM-2-LB-S58, NASM-3-LB-S58  
Endorsed as presented.
9. Policy NASM-3-LB-S58

Endorsed as presented.

10. Policy ADMIN-1-LB and ADMIN-2-LB – Restricted Land Use

Staff are to revise policies ADMIN-1-LB and ADMIN-2-LB to allow Planning and Building applications that clearly do not include drinking water threat activities to proceed without a notice from the Risk Management Official and bring the revised policies back to the Committee for consideration.

11. Include a reference to the 2011 Assessment Reports where appropriate throughout the document...

Endorsed as presented.

12.2.4 Policy Tools

Include “Part IV” in Glossary

13. Formatting and Grammatical Errors

Endorsed as presented.

**Motion 5-1/13**

That the Mississippi-Rideau Source Protection Committee endorse the staff recommendations in the attached list of recommended revisions as amended to the Proposed Source Protection Plan.

**Carried**

**4.0 Community Outreach**

Chair Stavinga asked staff to update the “upcoming activities” to include the Chair’s meeting scheduled for November 4 and 5, 2013.

**Motion 6-1/13**

That the Mississippi-Rideau Source Protection Committee receive the Community Outreach staff report for information.

**Carried**

**5.0 Other Business**

Mark Burnham, Chair of the Mississippi Valley Source Protection Authority announced that he would be stepping down as Chair effective February 2014. He took the opportunity to thank Committee Members announcing that they had been a pleasure to work with. Chair Stavinga, on behalf of the Committee,

thanked Mr. Burnham for his work noting that he had served as Source Protection Authority Chair since “day 1” and has always been very supportive of the Committee and its work.

#### **6.0 Member Inquiries**

Members stressed the importance of occasional public updates regarding continuing Source Protection work. Sommer Casgrain-Robertson added that the Ministry has voiced the same comment.

Chair Stavinga spoke to the excellent relationship between the Source Protection Committee, the Conservation Authorities, and member municipalities and credited the success to communication, trust, and exceptional staff. Brian Stratton’s early technical work brought constituents into the process early and involved them in every step of the work.

#### **7.0 Next Meeting**

Mary Wooding advised that the next round of comments from the Ministry of the Environment should be distributed in October or November.

Chair Stavinga recommended that Members reserve December 5, 2013, January 9 and February 6, 2014 as potential meeting dates but counselled that monthly meetings will not be required.

Chair Stavinga confirmed that membership on the Mississippi-Rideau Source Protection Committee remains the same as the Source Protection Plan has not yet been approved. Chair Stavinga advised that she has been re-appointed for an additional three-year term.

#### **8.0 Adjournment**

The meeting was adjourned at 3:20 pm.

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**Janet Stavinga**  
**Chair**

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**Michelle Paton**  
**Recording Secretary**