

North Bay-Mattawa Source Protection Area

Explanatory Document

Companion to the **Source Protection Plan**

As approved March 5, 2015

For more information about the Source Protection Plan and the consultation for this document, please visit www.actforcleanwater.ca

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This document has been prepared on behalf of the North Bay-Mattawa Source Protection Committee under the *Clean Water Act*, 2006 (Ontario Regulation 287/07)

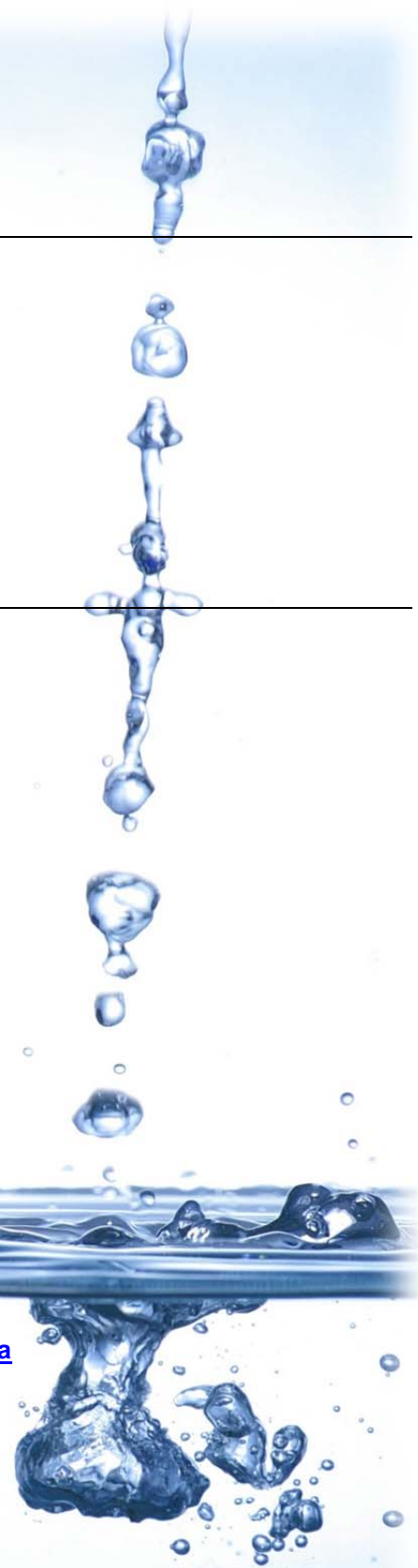


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1.0 Introduction

The *Clean Water Act* is a major part of Ontario's commitment to ensure that every Ontarian has access to safe drinking water. Introduced by the Ontario Government in 2006, the Act along with four associated regulations, mandated four documents to be produced locally to form the Source Protection Plan (SP Plan):

1. A Terms of Reference (a work plan),
2. A science based report that assessed and characterized the watersheds (Assessment Report),
3. A plan of action to address threats to drinking water based on the Assessment Report (i.e. SP Plan), and
4. An Explanatory Document to provide the rationale for each policy and verify that the SP Plan has met the requirements of the *Clean Water Act*.

The intent of the legislation is to ensure communities are able to protect their municipal drinking water supplies now and in the future from overuse and contamination by implementing an appropriate SP Plan. More details on how that is accomplished can be found in the Plan itself. Development of the SP Plan is the responsibility of a local multi-stakeholder Source Protection Committee (SPC).

2.0 Purpose of the Explanatory Document

To support a transparent decision-making process and aid future interpretation of policies, Ontario Regulation 287/07 Section 40 requires an Explanatory Document be prepared to provide all interested parties with information regarding what influenced policy decisions. This includes all comments received from Implementing Bodies (a body prescribed by the SP Plan to implement policy) and others during the various legislated phases of consultation. The goal of the Explanatory Document is to provide the SPC's rationale behind the development of each of the policies.

The Explanatory Document accompanies the SP Plan through its various stages of public consultation but is not itself subject to comments. If changes are made to the SP Plan either through public consultation or by required amendment, the Explanatory Document must be updated accordingly.

3.0 Policy Development Process

Under the *Clean Water Act, 2006*, the North Bay-Mattawa Source Protection Committee (SPC or Committee) is required to develop policies for every area identified in the Assessment Report where certain activities could pose a significant threat to drinking water source. Those activities include the twenty-one prescribed activities as defined in O.Reg, 287/07 (see page 10) or local threat activities that were approved by the Director (Source Protection Programs Branch, Ministry of Environment and Climate Change). Policies must address all identified activities whether they currently exist in the vulnerable areas or not. The objective of the Source Protection Plan is to ensure that the threat that could be posed by any of these activities either never becomes significant or, if the activity is being engaged in, ceases to be significant. The Committee may also develop policies for threats of moderate or low risk.

Policy Working Group

A local Policy Working Group was formed to assist the SP Committee with policy development. Every municipality with a municipal water system participated, as well as municipalities in the Callander Issue Contributing Area (ICA) and representatives of local stakeholders. In addition, a planning consultant was retained. The Policy Working Group reviewed technical research and background documents for each threat and developed preliminary recommendations for the SP Committee's consideration. The Terms of Reference for the Policy Working Group are included in Appendix A.

Guiding Principles

When developing the policies for the SP Plan, the Source Protection Committee (SPC) thoroughly weighed and evaluated different policy approaches, and chose the most reasonable option to manage each significant drinking water threat. Financial implications, policy effectiveness, appropriate management of the threat, and the level of regulatory burden were all important considerations. When evaluating policy options the Committee considered the following Guiding Principles:

1. Use of prescribed instruments is preferred over introduction of new measures.
2. Maximize accountability, effectiveness, efficiency and transparency in the preparation, consultation and implementation of Source Protection Plan policies through collaboration with municipalities and appropriate staff.
3. Select new policies and tools, where necessary, from policies and tools that have proven to be effective elsewhere.
4. Minimize duplication of work through effective liaison and information sharing with other SP Areas.
5. Recommend policies for monitoring and enforcement efforts that will minimize municipal fiscal, social and economic impacts to the maximum extent feasible.
6. Recommend policies that will minimize social and economic impacts on private landowners wherever possible.
7. Provide flexibility for municipalities, while maintaining consistency across municipal boundaries, by preparing a set of recommended model policies or "menu" of policy/approach choices, rather than prescribing a set of policies/approaches.

Financial Considerations

When drafting policies for the Source Protection Plan, financial considerations played an important role in determining which approach or policy tool would be used. These included financial capacity, costs, benefits, and future monitoring requirements for the Implementing Bodies and those engaged in significant threat activities.

The Source Protection Committee (SPC) specifically considered the implications of prohibition versus risk management. Despite the fact that both future and existing activities can be adequately managed using risk management plans, prohibition is usually simpler to implement and enforce. Therefore, where it was unlikely that anyone would be adversely affected by a prohibition, the Committee decided to use that approach; for example activities that did not currently exist and were unlikely to be undertaken in those areas.

Policy Tools

A summary of tools available to the Source Protection Committee for developing source protection polices is provided in Table 3-1 below. These tools range from what are sometimes called “hard” tools such as prohibition or the requirement for risk management plans, which are readily enforceable under legislation, to “soft” tools such as education and outreach.

Table 3-1 Summary of Policy Tools

Tools	Explanation
Prohibition (Section 57 of the <i>Clean Water Act</i>) NOT USED	Certain activities can be prohibited in areas where the activities pose significant threats to drinking water using a new tool introduced in the <i>Clean Water Act, 2006</i> . Prohibition of existing activities is meant to be a "tool of last resort", meaning that the Committee may only do so if they are convinced no other method will adequately reduce the risk. This tool has not been used in this SP Plan.
Risk Management Plans (Section 58) NOT USED	Risk Management Plans are a new tool introduced in the <i>Clean Water Act</i> , which set out the responsibilities of a person engaged in a prescribed activity in an area where the threat to the drinking water source could be significant. Risk management plans are site specific, locally negotiated plans that consist of a series of risk management measures and operational practices that address the threat, reflecting current practices where appropriate. This tool has not been used in this SP Plan.
Restricted Land Use (Section 59) NOT USED	Restricted Land Use policies are complementary tools under the <i>Clean Water Act, 2006</i> which are used when either s.58 Risk Management Plans or s.57 Prohibition of Activities applies. They do not eliminate a land use, but ensure that activities in the designated area are assessed to ensure applications in the development review process are reviewed and any required risk management plan or prohibition is addressed before the municipality issues a building permit or grants planning approvals. This is a screening tool for municipalities when reviewing applications, to prevent the unintentional approval of activities. This tool has not been used in this SP Plan.
Prescribed Instrument	Provincial permits or environmental compliance approvals (ECAs) are required for certain regulated activities to minimize the risk of pollution. The terms of each permit or ECA are specific to the individual situation. Where an activity is already regulated by a prescribed instrument, a source protection plan policy may utilize the issuance or review process to ensure any threat to drinking water sources is adequately addressed.
Land Use Planning	These are policies that affect municipal land use planning decisions under the <i>Planning Act</i> and <i>Condominium Act</i> . Land Use Planning policies can address a threat activity by prohibiting its establishment through future implementation mechanisms, such as Official Plans, Zoning By-laws and Site Plan Controls.
Education and Outreach	Education and Outreach is considered to be a non-regulatory or "soft" tool. It is generally intended to complement policies that use other tools. If education and outreach is used as a stand-alone tool to address a significant drinking water threat, the Explanatory Document must clearly explain why the policy is sufficient to meet the standards of the <i>Clean Water Act</i> .
Specified Action	These are policies that request or require an action to be undertaken to address a threat in a vulnerable area. Only certain implementing bodies can be required to comply.
Strategic Action	Strategic action policies are used to address areas where threats could be moderate or low, using tools other than prescribed instruments and land use planning. Because the threat is not significant implementation is not mandatory but it is hoped that the implementing body will consider the policies in its decisions.

Stakeholder Workshops and Early Engagement

Prior to the development of policies, workshops with roundtable discussions were held to engage local stakeholders in the planning process. Specific sessions targeted agriculture, municipal representatives, or the general public. Stakeholder input aided the SPC's selection of the approach to address each threat.

Pre-consultation

Pre-consultation on the draft source protection policies took place between June 2011 and March 2012. Those who would be responsible for implementing any policies (Implementing Bodies) were provided with the opportunity to give feedback to the SPC. Draft policies were circulated to municipalities, agencies, and Provincial Ministries. Throughout this period, meetings were held with staff from municipalities and presentations were made to all affected Municipal Councils. In addition, a workshop was held with the agricultural community to explain and review the content of the draft source protection policies. The SPC considered comments received during the pre-consultation period and revised policies as warranted.

Draft Plan Consultation

The Draft Proposed Source Protection Plan was posted for public review and comment from April 24 to May 31, 2012. During that period, affected persons and agencies were notified as per Sections 35 to 39 of O. Reg. 287/07. Two public meetings were held at different locations (Callander and North Bay) to provide opportunity for clarification and input. Following Draft Plan Consultation, the SPC met on June 5, 2012 and again on July 16, 2012 to consider comments received. Comments from some public agencies were received after June 5 and discussions were held subsequently to identify concerns and modify policies for SPC consideration.

Proposed Plan Consultation

The Proposed SP Plan was submitted to the Source Protection Authority (SPA) on July 18, 2012 for posting on July 20, 2012 and public consultation until August 19, 2012. The requirements for consultation on the Proposed SP Plan are specified in s. 42 of O. Reg. 287/07. Notifications of the posting were emailed on July 20, 2012 to:

- the clerks of every Municipality,
- the Chief of Nipissing First Nation which is the only Band with reserve lands in the North Bay-Mattawa Source Protection Area, and
- every person who submitted written comments on the Draft Proposed SP Plan after being given notice of the Draft Plan posting in accordance with clause 41 (2) (c) O. Reg. 287/07.

The SPA received comments and forwarded these as part of the submission of the Proposed SP Plan to the Minister of Environment on August 20, 2012 (see below). On September 26, 2012, the SPA considered comments received and submitted its own in a letter to the Minister of Environment, Jim Bradley on September 27, 2012.

Proposed Plan Submission, Review and Revision

On August 20, 2012, the Proposed SP Plan was submitted to the Minister of Environment as per s.25 of the *Clean Water Act* and s. 44 of O. Reg. 287/07 along with all comments received. Following receipt of comments from MOE reviewers in October 2013, the SPC revised and held 30-day consultations on the Terms of Reference, the Assessment Report and the Source Protection Plan. The latter was submitted to the Director of the Ministry of Environment and Climate Change on August 21, 2014, subsequently revised and resubmitted November 28, 2014 after advising Municipalities of the changes.

4.0 Policy Rationale

This section provides a record of the decision-making process and summarizes the key factors affecting the Source Protection Committee's (SPC) policy decisions. All comments received during pre-consultation on individual policies and during the subsequent consultation on the Draft Source Protection Plan were considered. In addition, comments received during consultation on the Proposed SP Plan have been acknowledged and responses included as appropriate.

In early versions of the Explanatory Document this section was organized to reflect the SPC's decision process as it considered groups of related threat activities. In general, the SPC first decided whether to prohibit or manage an activity, and then considered which tool(s) would be most appropriate to ensure the threat would never become or would cease to be significant. Prohibition was only used for activities that were believed not to exist in the affected areas. Where possible prohibition was accomplished using Land Use Planning. For activities governed by the issuance of prescribed instruments, policies require the agency responsible to review existing approvals and verify that conditions in both existing and new approvals are adequate to ensure the threat is not significant. For some activities, the issuance of new approvals will be prohibited.

The original Proposed SP Plan, as submitted to the Minister for review in August 2012, included limited use of Part IV powers of the *Clean Water Act*. Section 57 was used to prohibit certain activities and section 58 to require risk management plans for other activities should they ever be established. These would have required the establishment of a Risk Management Office to implement and enforce them. The current version of the SP Plan has found alternate approaches.

Part IV powers were originally included in the Proposed SP Plan for the following:

- the Transition policy (TST1) would have enabled the continuance of activities established prior to a change in allowable land uses (note that municipal land use planning powers cannot prohibit existing activities)
- significant threat activities in the portion of the South River IPZ-1 in Laurier Township, which lacks municipal organization, were to be prohibited and the prohibition enforced by the Crown;
- management of the risk posed by establishment of a gas station in Trout Creek; and
- use of DNAPLs and/or organic solvents where the threat would be significant (except in Mattawan Twp.)

In October 2013, the Municipality of Powassan was advised that the Minister of Environment had granted the Municipality's request to have the cluster of private wells in Trout Creek removed from the Source Protection Planning program. Trout Creek was then removed from the Terms of Reference, Assessment Report and SP Plan. That reduced the need for Part IV policies because one of the most challenging decisions for the Committee had been how to safely allow a gas station to operate within the highly vulnerable boundaries of Trout Creek. Municipalities were consulted and they all supported the removal of the remaining Part IV policies. Alternate strategies were developed in consultation with personnel from MOE's Source Protection Programs Branch.

On the following pages is a list of the prescribed threat activities and several tables, which demonstrate how the threats have been addressed.

- Table 4.1 summarizes how all prescribed threat activities that could be significant in any of the wellhead protection areas or intake protection zones have been addressed;
- Table 4.2 deals specifically with threat activities related to the release of phosphorus in the Callander Issue Contributing Area (ICA);
- Table 4.3 summarizes a number of policies which were needed to address special circumstances of affected areas or to address the local threat from transportation of hazardous substances, and finally
- Table 4.4 directs readers to the location of the rationale for each policy within the Explanatory Document.

For each significant threat activity listed in O.Reg. 287/07 or identified in the Assessment Report, several pieces of information are provided:

- consolidated grouping of the threats;
- policy approach to either manage the activity (M) or prohibit it (P);
- tool chosen: Prescribed Instrument (PI), Land Use Planning (LUP), Specified Action (SA), Education and Outreach (E&O); and
- policy code and title.

Then each group of threat activities is considered and the rationale for the policy approach is provided including details pertinent to the development of the policy.

Prohibited Activities and Managed Activities (Sections 4.1 and 4.2)

Following the summary tables, section 4.1 deals with the *prohibited* prescribed threat activities and presents the policies according to the tool(s) used. Section 4.2 deals with the *managed* threat activities, including some prescribed threats and the local threat from transportation of hazardous materials. Again the policies are grouped according to the tool used.

Callander Issue Contributing Area Policies (Section 4.3)

A drinking water issue is an existing water quality problem that has been trending upward over time at the surface water intake or groundwater well. Microcystin LR was identified as an issue in Callander Bay using the methodology prescribed under the *Clean Water Act*. Microcystin LR is a toxin sometimes produced by cyanobacteria (also known as blue-green algae) and is listed as a parameter in the Ontario Drinking Water Quality Standards. High levels of phosphorous tend to promote cyanobacteria, some of which produce microcystin LR; therefore the presence of phosphorous is associated with this issue. As such, all anthropogenic sources of phosphorus (a key contributing factor to the growth of blue-green algae) within the areas of the watershed that potentially contribute water to the intake are considered significant drinking water threats. Policies intended to address phosphorus loading related to production of microcystin in the contributing area for the Callander intake are discussed in Section 4.3. Although some overlap exists with policies common to IPZ-1s of similar vulnerability, policies for the Callander Issue Contributing Area (ICA) required special attention because of the extensiveness of the area affected. Discussion and deliberation by the SPC, and consultation with stakeholders were substantial.

Special Considerations (Section 4.4)

Section 4.4 deals with policies developed to address special circumstances of specific locations. For example, municipalities will be responsible for implementing many of the policies, but the unorganized Township of Laurier lacks any municipal management structure other than through participation on the

Central Almaguin Planning Board. It also has no Official Plan. Therefore land use planning approaches which rely on a municipal structure were considered unlikely to be implemented. This is the only Source Protection Area in the province with such circumstances. The affected properties are few and are currently undeveloped. The original approach would prohibit have all prescribed activities that would pose a significant threat. Responsibility for program implementation would fall to the Crown according to sections 49 and 50 of the *Clean Water Act*. Policy LAU1, which addresses significant threats for the IPZ-1 for the South River intake located in Laurier Township, is discussed in Section 4.4.

In a somewhat similar situation, a small portion of the WHPA-C for Mattawa (approximately 0.3 ha) lies within the Township of Mattawan on Crown Land. The number of significant threat activities in the WHPA-C are few, and the Township would have no other responsibilities in the SP Plan. Policy MAT1 deals specifically with threat activities that might occur on that property. It requires the Ministry of Natural Resources and Forestry, as the current owner, to consider the threat to drinking water posed by specified activities when making decisions regarding management of the lands and permitted uses.

A desire to raise public awareness of all vulnerable areas resulted in a policy for signage (SVA1). Feedback from the Ministry of Transportation during consultation suggested a consistent province-wide signage program be implemented. A strategic action policy, SVA1 is included to comply with a broader provincial program.

Prescribed Threat Activities

The following is the list of the prescribed threat activities from s. 1.1(1) O. Reg. 287/07:

1. The establishment, operation or maintenance of a waste disposal site within the meaning of Part V of the *Environmental Protection Act*.
2. The establishment, operation or maintenance of a system that collects, stores, transmits, treats or disposes of sewage.
3. The application of agricultural source material to land.
4. The storage of agricultural source material.
5. The management of agricultural source material.*
6. The application of non-agricultural source material to land.
7. The handling and storage of non-agricultural source material.
8. The application of commercial fertilizer to land.
9. The handling and storage of commercial fertilizer.
10. The application of pesticide to land.
11. The handling and storage of pesticide.
12. The application of road salt.*
13. The handling and storage of road salt.
14. The storage of snow.
15. The handling and storage of fuel.
16. The handling and storage of a dense non-aqueous phase liquid.
17. The handling and storage of an organic solvent.
18. The management of runoff that contains chemicals used in the de-icing of aircraft.
19. An activity that takes water from an aquifer or a surface water body without returning the water taken to the same aquifer or surface water body.*
20. An activity that reduces the recharge of an aquifer.*

21. The use of land as livestock grazing or pasturing land, an outdoor confinement area or a farm-animal yard. O. Reg. 385/08, s. 3.

* The Assessment Report determined that these prescribed threat activities (5, 12, 19 and 20) do not and cannot pose a significant threat in the North Bay-Mattawa SP Area, and therefore no policies are contained in the SP Plan for these activities.

Table 4 -1 Policy Approach, Tools & Title for All Prescribed Threat Activities Defined by O. Reg. 287/07

Threat Ref. # from s. 1.1 (1) O. Reg. 287/07	Prescribed Threat (consolidated)	M/P	Tool	Policy Code	Policy Title
#1	Establishment, operation or maintenance of a waste disposal site within the meaning of Part V of the <i>Environmental Protection Act</i> .	P	PI	WDS1	Prohibition and Management of Waste Disposal Sites under Part V of the <i>Environmental Protection Act</i>
		P	LUP	WDS2	Land Use Prohibition of Waste Disposal Sites
		M	E&O	WDS3	Education Hazardous Waste and PCBs
#2	The establishment, operation or maintenance of a system that collects, stores, transmits, treats or disposes of sewage	P / M	PI	SEW1	Prescribed Instruments for Prohibition of New Sewage Works and Review of Existing Sewage Works of Certain Types
		M	PI	SEW2	Prescribed Instruments for Management of Sewage Works of Certain Types
		M	SA	SEW3	Recognize the Ontario Building Code Mandatory Maintenance Inspection Program
#3 #6 #8	Application of agricultural source material, non-agricultural source material and commercial fertilizer to land	P	SA	SMF1	Municipal Action to Prohibit Land Application of Nutrients
#4 #7 #9 #21	Storage of agricultural source material; handling and storage of non-agricultural source material and commercial fertilizer; use of land as livestock grazing or pasturing land, an outdoor confinement area or farm-animal yard	P	LUP	SMF2	Land Use Prohibition – Nutrient Handling & Storage and Livestock Activity
#10	Application of pesticides to land	M	PI	PST1	Pesticide Approvals to Consider Source Water
#11	Handling and storage of pesticides	P	LUP	PST2	Land Use Prohibition – Pesticide Storage
		M / P	SA	PST3	Municipal Pesticide Management Plan
		M	SA	PST4	Education about Application of Pesticides

Threat Ref. # from s. 1.1 (1) O. Reg. 287/07	Prescribed Threat (consolidated)	M/P	Tool	Policy Code	Policy Title
#13	Handling and storage of road salt	P	LUP	SAL1	Land Use Prohibition of Road Salt Storage
#14	The storage of snow	P	LUP	SNO1	Land Use Prohibition – Consolidated Snow Storage Facilities
#15	Handling and storage of fuel	P	LUP	FUL1	Land Use Prohibition: Liquid Fuel Storage
		M	PI	FUL2	Management of Threat Posed by Fuel Storage as a Condition of Other Approvals
		M	SA	FUL3	Maintenance of Safety Information for Public by TSSA
		M	E&O	FUL4	Education: Handling and Storage of Fuel
#16 #17	Handling and storage of dense non-aqueous phase liquids (DNAPLs) and/or organic solvents	M	E&O	HAZ1	Education DNAPLs and Organic Solvents
#18	Management of runoff that contains chemicals used in de-icing of aircraft	M	SA	AIR1	Glycol Management Plans
#5 #12 #19 #20	Assessment Report determined that these prescribed threat activities do not and cannot pose a significant threat: Management of agricultural source material; Application of road salt; An activity that takes water from an aquifer or a surface water body without returning the water taken to the same aquifer or surface water body; An activity that reduces the recharge of an aquifer.				

Abbreviation Key:

E&O – Education & Outreach

P – Prohibit

M – Manage

PI – Prescribed Instrument

LUP – Land Use Planning

SA – Specified Action

Table 4- 2: Policy Approach, Tools & Title for Specific Threat Activities Related to Phosphorus in the Callander Issue Contributing Area

Threat Ref. # from s. 1.1 (1) O. Reg. 287/07	Prescribed Threat (consolidated)	M/P	Tool	Policy Code	Policy Title
#2 #3 #4 #6 #7 #8 #9 #21	Establishment, operation or maintenance of a system that collects, stores, transmits, treats or disposes of sewage; Application & storage of agricultural source material; Application, handling and storage of non-agricultural source material; Application, handling and storage of commercial fertilizer;	M	E&O	ICA1	Education – Issue Contributing Area

	Use of land as livestock grazing or pasturing land, an outdoor confinement area or farm-animal yard				
#3 #4 #6 #7 #8 #9 #21	Application & storage of agricultural source material; Application, handing and storage of non-agricultural source material; Application, handing and storage of commercial fertilizer; Use of land as livestock grazing or pasturing land, an outdoor confinement area or farm-animal yard	M	PI	ICA2	<i>Nutrient Management Act</i> Tools to Implement Phosphorus Best Management in Issue Contributing Area
#2 #3 #4 #6 #7 #8 #9 #21	Establishment, operation or maintenance of a system that collects, stores, transmits, treats or disposes of sewage; Application & storage of agricultural source material; Application, handing and storage of non-agricultural source material; Application, handing and storage of commercial fertilizer; Use of land as livestock grazing or pasturing land, an outdoor confinement area or farm-animal yard	M	SA	ICA3	Governing Research in the Issue Contributing Area
N/A	Threat Issue: Phosphorus	M	SA	ICA4	Monitor Issue in Callander ICA – Phosphorus contribution related to microcystin LR

Table 4-3: Policy Approach, Tools & Title for Other Threat Activities

Threat Ref. # from s. 1.1 (1) O. Reg. 287/07	Prescribed Threat (consolidated)	M/P	Tool	Policy Code	Policy Title
#3 #4 #6 #7 #8 #9 #10 #11 #13 #14 #21	Application & storage of agricultural source material; Application, handing and storage of non-agricultural source material; Application, handling and storage of commercial fertilizer; Application, handing and storage of pesticide; Handling and storage of road salt; Storage of snow; Use of land as livestock grazing or pasturing land, an outdoor confinement area or farm-animal yard	M	SA	LAU1	Education about Threat Activities in Laurier Township
#1 #2 #16	Establishment, operation or maintenance of a waste disposal site within the meaning of Part V of the <i>Environmental Protection Act</i> ; Establishment, operation or maintenance of a system that collects, stores, transmits, treats or disposes of sewage; Handling and storage of a dense non-aqueous phase liquid (DNAPL)	M	SA	MAT1	Management of Significant Threats in Mattawan Township
Local Threat Approved by MOECC: Transportation of Hazardous Substances	Transportation of 2500L or greater of sulphuric acid, sodium hydroxide, any quantity of septage.	M	E&O SA	THS1	Awareness of Vulnerable Areas and Response to Spills of Hazardous Substances
	Moderate Threat: Transportation of 2500L or greater of ammonium nitrate, formaldehyde, sulphuric acid, sodium hydroxide, copper, liquid fuel any quantity of septage. Low Threat: Transportation of 2,500L or greater of methanol; transportation of greater than 250L, but less than 2,500 L of liquid fuel	M	E&O SA	THS2	Awareness of Vulnerable Areas and Response to Spills of Hazardous Substances (MOD/LOW Threats)
#1-21	All Prescribed Threats	M	SA	SVA1	Education and Signage for Vulnerable Areas

Table 4-4: Location of Each Policy Rationale in Explanatory Document

Policy ID	Policy Title	Location of Policy Rationale in Explanatory Document
AIR1	Glycol Management Plans	Section 4.2.4 Specified Action
FUL1	Land Use Prohibition: Handling and Storage of Fuel	Section 4.1.2 Land Use Planning
FUL2	Management of Threat Posed by Fuel Storage as a Condition of Other Approvals	Section 4.2.1 Prescribed Instruments
FUL3	Maintenance of Safety Information for Public by TSSA	Section 4.2.4 Specified Action
FUL4	Education: Handling and Storage of Fuel	Section 4.2.3 Education and Outreach
HAZ1	Education DNAPLs and Organic Solvents	Section 4.2.3 Education and Outreach
ICA1	Education - Issue Contributing Area	Section 4.3 Issue Contributing Area
ICA2	Nutrient Management Act Tools to Implement Phosphorus Best Management in Issue Contributing Area	Section 4.3 Issue Contributing Area
ICA3	Governing Research in the Issue Contributing Area	Section 4.3 Issue Contributing Area
ICA4	Monitor Issue in Callander Issue Contributing Area – Phosphorus contributed to Microcystin LR	Section 4.3, Issue Contributing Area
LAU1	Education about Threat Activities in Laurier Township	Section 4.4 Special Consideration
MAT1	Management of Significant Threats in Mattawan Township	Section 4.4 Special Consideration
PST1	Pesticides Act Approvals to Consider Source Water	Section 4.2.1 Prescribed Instruments
PST2	Land Use Prohibition - Pesticide Storage	Section 4.1.2 Land Use Planning
PST3	Municipal Pesticide Management Plan	Section 4.1.3 Specify Action (prohibit) Section 4.2.4 Specify Action (manage)
PST4	Education about Application of Pesticides	Section 4.2.3 Education and Outreach
SAL1	Land Use Prohibition - Road Salt Storage	Section 4.1.2 Land Use Planning
SEW1	Prescribed Instruments for Prohibition of New Sewage Works and Review of Existing Sewage Works of Certain types	Section 4.1.1 Prescribed Instruments Section 4.2.1 Prescribed Instruments
SEW2	Prescribed Instruments for Management of Sewage Works of Certain Types	Section 4.2.1 Prescribed Instruments
SEW3	Recognize the Ontario Building Code Mandatory Maintenance Inspection Program	Section 4.2.4 Specify Action
SMF1	Municipal Action to Prohibit Land Application of Nutrients	Section 4.1.3 Specify Action
SMF2	Land Use Prohibition – Nutrient Handling & Storage and Livestock Activity	Section 4.1.2 Land Use Planning
SNO1	Land Use Prohibition – Consolidated Snow Storage Facilities	Section 4.1.2 Land Use Planning
SVA1	Education and Signage for Vulnerable Areas	Section 4.2.4 Specify Action
THS1	Awareness of Vulnerable Areas and Response to Spills of Hazardous Substances	Section 4.2.4 Specify Action
THS2	Awareness of Vulnerable Areas and Response to Spills of Hazardous Substances - MOD/LOW	Section 4.2.4 Specify Action
WDS1	Prohibition and Management of Waste Disposal Sites under Part V of the EPA	Section 4.1.1 Prescribed Instruments
WDS2	Land Use Prohibition of Waste Disposal Sites	Section 4.1.2 Land Use Planning
WDS3	Education Hazardous Waste and PCBs	Section 4.2.3 Education and Outreach

4.1 Prohibition of Significant Threat Activities

There are a number of significant threat activities which can be prohibited in affected areas with minimal impact to stakeholders. This is because the affected areas are relatively small and it is believed that no one is currently engaged in any of them. As well, the prohibition can be established simply and with minimal cost. Therefore prohibition has been chosen to ensure that those activities never become significant threats. Depending on the nature of the activity and how it is regulated, prohibition can be achieved in various ways. These include:

- Prescribed Instruments (administered by the legislated agency),
- Land Use Planning (administered by the municipality), or
- Specified Action (an action that the SP Plan specifies must be completed by a designated body).

Prohibitions using Part IV Powers under the Clean Water Act must be enforced by a Risk Management Office; this approach is no longer used in this SP Plan.

4.1.1 Prescribed Instruments

Prescribed Instruments are used to manage the establishment and operation of waste disposal sites under Part V of the *Environmental Protection Act* (EPA), as well as sewage works under Section 53 of the *Ontario Water Resources Act*. Policies WDS1 and SEW1 are intended to prohibit the establishment of waste disposal sites and certain sewage works by preventing the issuance of environmental compliance approvals (formerly certificates of approval) for the activities identified in the following policies. During consultation on the Proposed SP Plan, an email received from the Supervisor of Approvals and Licensing of the Safe Drinking Water Branch of Ministry of Environment and Climate Change (MOECC) (July 24, 2012) confirmed they had no objections to the proposed policies that require implementation through prescribed instruments. The process of regulating activities using prescribed instruments scrutinizes activities at specific locations and imposes constraints to ensure that inherent risks are managed. In most cases, the SPC left the responsible agency with discretion in the issuance of the required Environmental Compliance Approvals. However, there are certain types of sewage works and waste disposal sites that will be prohibited through the following policies.

SEW1 Prescribed Instruments for Prohibition of New Sewage Works and Review of Existing Sewage Works of Certain Types

Similar to WDS1 below, the original wording was revised to allow MOECC some flexibility with respect to timelines for implementation in response to their concerns.

WDS1 Prohibition and Management of Waste Disposal Sites under Part V of the EPA

Only future waste disposal sites of specific types are prohibited and these are listed in the policy statement. Existing approvals need to be reviewed by the MOECC within three years of the SP Plan coming into effect (see also section 4.2.1). The MOECC expressed concerns over strict timelines for implementation in view of the excessive number of approval documents that would need to be amended on a provincial basis. The revised wording adopts the Ministry's requested allowance for adjustment of the implementation date by the Director following a prioritized review. Similar provisions were incorporated into other policies affecting MOECC or other ministries.

4.1.2 Land Use Planning

Land use planning is a familiar tool for municipalities that enables them to prevent the establishment of certain activities by amending Official Plans and passing zoning by-laws. Although several municipalities expressed concerns during pre-consultation regarding potential costs, the financial implications to any municipality should be minimized by the timing of implementation. Municipalities are not required to enact the changes until the next required review of their official plan. Furthermore in 2013 all affected North Bay-Mattawa municipalities were provided funding by MOECC to support such costs.

In a few cases, activities which will be prohibited by a prescribed instrument must also be prohibited through land use planning. Some municipalities questioned the duplication. The purpose is to make the restrictions more widely known, especially during the development process. The details of official plans and by-laws are more readily accessible to the public than are principles applied to the issuance of Prescribed Instruments. This approach was recommended by MOECC.

The following is a list of the policies that use land use planning to prohibit the activities specified, along with summaries of details pertinent to their development.

FUL1 Land Use Prohibition: Handling and Storage of Fuel

This prohibition applies only in Mattawa and Powassan to specific types of fuel handling and storage. They do not currently exist in the areas affected. The circumstances of the prohibition vary depending on whether the facility is above or below ground, and the amounts of fuel and/or fuel oil involved. In no case is an amount less than 250 L considered a significant threat. Note that there is a specific exemption for fuel oil to be used for space heating. That threat is addressed by FUL4 using an education and outreach approach.

PST2 Pesticide Storage

It should be noted that this prohibition of pesticide storage applies only to fairly large quantities (amounts over 250 Kg) and only to a limited list of prescribed chemicals. The Municipality of Powassan questioned the need for this policy stating that the concern is already addressed by other legislation. At the time that threat activities were enumerated in the Assessment Report, no occurrences of this activity were identified. However, some concern remains that the provincial ban on cosmetic use of pesticides does not necessarily address all possible uses that could pose a significant threat. Note that PST4 requires an education and outreach initiative to ensure that any remaining threats related to pesticides are addressed.

Glyphosate is not included in the list of active chemicals in this policy. Glyphosate application is only a significant threat for parcels of land greater than 10 hectares (ha). There are no land parcels greater than 10ha in the vulnerable areas. Therefore, it is unlikely that glyphosate storage would occur in a manner that would create a significant threat.

SAL1 Road Salt Storage

This prohibition applies only to storage of fairly large quantities of salt (greater than 5,000 tonnes) that is either uncovered or exposed to runoff. Comments received from the Salt Institute expressed concern regarding the restriction and emphasized the benefits to public safety and limiting damage to property through timely application of road salt. The Institute also expressed the opinion that all road salt would be stored in a manner consistent with respect for and protection of the environment. Since the policy only requires that such amounts of salt not be stored uncovered or exposed to runoff, it should not impede the timely application to meet local needs for winter road maintenance. Further, it is consistent with the expectations expressed by the Institute with regard to protection of the environment.

SMF2 Nutrient Handling & Storage and Livestock

A survey of current land use planning documents in the SP Area indicates that these uses are already not permitted in the most vulnerable areas. In light of that, during pre-consultation, some municipalities questioned the need for this policy. The SPC recognizes that the Municipality of Powassan implemented a by-law several years ago that prohibits grazing cattle within 200 m of the municipal wells to protect the chemical and bacteriological quality of the aquifer. This policy allows for long-term implementation of the prohibition.

The Ontario Ministry of Food and Rural Affairs (OMAFRA) initially expressed concern that portions of all WHPA-Bs would be included in the prohibition. But it was pointed out that existing land uses do not permit agriculture in the areas affected, and therefore agricultural activity would not be impacted by the policy.

SNO1 Consolidated Snow Storage Facilities

In some municipalities where accumulations of plowed snow can impede traffic or parking, snow is removed and consolidated in snow storage facilities (snow dumps). Melt water from large accumulations of snow may contain concentrations of chemicals that can contaminate water. This policy prohibits such storage of snow at or above grade in a storage area larger than 1 hectare or below grade when the area is larger than 0.01 hectare. No such facilities existed in vulnerable areas at the time of developing this policy. Piles of snow created along a roadway or within a property when clearing it are not a concern.

WDS2 Waste Disposal Sites

During pre-consultation the MOECC commented that, in addition to using Prescribed Instrument policies, it would also be prudent to require municipalities to prohibit these activities using land use planning (Operations Division comments to SPC November 24, 2011). The main intention of the resulting policy is to inform proponents of the prohibitions at an earlier stage of the development process. The Municipality of Powassan (March 14, 2012) expressed the opinion that this policy was not required because other legislation already addresses the concern. Although existing protocols for the issuance of Prescribed Instruments for waste disposal sites would be unlikely to allow this activity where the threat would be significant, policy WDS2 increases awareness of the prohibition early in the development process.

Subsequent to these discussions, during MOECC review of the Proposed SP Plan, it was determined that the wording of the prohibition in WDS2 might be too broad. Therefore, it was modified to specify intended activities rather than prohibiting all waste disposal sites as defined by Part V of the Environmental Protection Act.

4.1.3 Specified Actions

A third way to prohibit or manage an activity is to specify an action. This approach is an alternative to the use of either a prescribed instrument or land use planning tool when neither of these would apply.

PST3 Municipal Pesticide Management Plan

This policy was added subsequent to consultation on the draft SP Plan. It prohibits storage and handling of pesticides under circumstances that could pose a significant threat. It also requires a management approach to application and, as such, is also described in Section 4.2.4 Specify Action.

SMF1 Municipal Action to Prohibit Land Application of Nutrients

During pre-consultation, one municipality questioned the need for this policy primarily based on the unlikelihood that the activity would occur and asked whether the municipality would be compensated for implementation. One other municipality similarly expressed concern over costs. The areas affected are small and it is expected that the prohibition could likely be implemented through a municipal by-law. Further, the nature of the circumstances required for a significant threat make it unlikely that enforcement would be required. Discussions considered the fact that the SPC or SPA could elect to provide example wording for a by-law to assist municipalities that lack such capacity in house. Subsequently, in 2013, MOECC provided funding to all local municipalities to support such costs.

There are no existing farms in the vulnerable areas where this policy applies. Therefore, this policy is not expected to have an impact on existing agricultural activities.

4.2 Management of Significant Threat Activities

There are a number of significant threat activities which may already exist and can be safely managed. The policy approach chosen in each case depends on how the activity is or can be regulated.

4.2.1 Prescribed Instruments

When an activity is already regulated by a prescribed instrument, a policy may simply utilize that regulatory process. In establishing the terms of an environmental compliance approval (formerly certificate of approval), the inherent risks of the activity are considered and addressed, including risks specific to the site / location. This ensures the activity never becomes a significant threat. Since this process is already well established, there are no adverse impacts or significant financial implications anticipated. Proponents will have to answer additional questions in their application related to vulnerable areas. These policies include the following:

FUL2 Management of Threat Posed by Fuel Storage as a Condition of Other Approvals

Some activities, which operate under the terms of an environmental compliance approval require storage of fuel on site, for example aggregate extraction. This policy ensures that the fuel storage component of the activity will be considered with respect to risks to source water. It affects both new and existing Certificates of Approval. The policy text was amended after consultation on the Draft SP Plan to address concerns regarding challenges potentially posed by inflexible timelines. The revised wording also provides more discretion to ministries to identify appropriate terms for the approvals.

PST1 Pesticides Act Approvals to Consider Source Water (formerly Municipal Action to Prohibit Application of Pesticides)

PST1 originally prohibited the application of pesticides where the threat would be significant. Pre-consultation comments from some municipalities questioned the need for this policy in light of other existing legislation (specifically the provincial ban on cosmetic use of pesticides) and expressed concerns over the costs of implementation. As well, the need for a prohibition was questioned in view of the management approach being used in other policies related to the application of pesticides. The Ministry of Environment and Climate Change advised that there is a prescribed instrument for the application of pesticides under the *Pesticide Act* and O. Reg. 63/09 which could be used to manage the application of pesticide to agricultural and commercial land where the threat would be significant. As a result, the policy was revised to reflect management of the threat. However, it should be noted that the prescribed instrument has very limited applicability.

SEW1 Prescribed Instruments for Prohibition of New Sewage Works and Review of Existing Sewage Works of Certain Types

Refer also to Section 4.1.1 Prohibition using Prescribed Instruments. Existing approvals need to be reviewed. The wording of the policy was amended to address Ministry of Environment and Climate Change concerns regarding challenges potentially posed by inflexible timelines.

SEW2 Prescribed Instruments for Management of Sewage Works of Certain Types

Following comments from the MOECC, policy wording was amended to address concerns regarding challenges potentially posed by inflexible timelines.

4.2.2 Part IV Risk Management Plan Policies: *Removed* in 2014 Revisions

The *Clean Water Act* permits the use of Risk Management Plans as an option for addressing significant drinking water threat activities that are not subject to regulation through Prescribed Instruments. In the original version of the proposed SP Plan several policies were proposed to address a number of activities in case they were established before the plan took effect. It is believed that none of these activities are currently being undertaken, and therefore the Risk Management Plan policies are not required.

4.2.3 Education and Outreach Program

The goal of the education and outreach policies listed below is to foster behaviour that will effectively address existing threats related to the handling and storage of fuel (FUL4), DNAPLs and organic solvents (HAZ1), the establishment, operation or maintenance of a waste disposal site (WDS3), and the application of pesticides (PST4). Note that the rationale for the education and outreach policy for Laurier Township (LAU1) is found in section 4.4 Areas Requiring Special Consideration.

The SPC recognizes that municipalities will be responsible for the cost of developing and implementing the strategies and tools identified in the Education and Outreach Program. Although municipalities are named as Implementing Bodies, the North Bay-Mattawa Conservation Authority suggested that it would be available to assist if requested. It is expected that costs to individual municipalities may be reduced through collaboration. The following list provides a description of the applicable education and outreach policies.

FUL4 Education: Handling and Storage of Fuel (formerly Municipal Education about Maintenance and Inspection Requirements for Fuel Oil Tanks and Associated Heating Systems)

This is a case where a soft tool approach is being relied upon to address a significant threat. Many changes have taken place in recent years in the fuel oil service industry as well as in requirements by insurers that reduce the risk of leaks from fuel storage tanks and piping. Consumers generally recognize the importance of maintaining their equipment but may not be aware of what is required. Policy FUL4 will ensure that all owners / operators of facilities in affected areas will be provided with information adequate to understand maintenance requirements, how to reduce the risk of a spill, and what to do if they detect leaks or other problems. TSSA currently provides such safety information on its website and makes it available to the public. Policy FUL4, a specified action policy, requires that TSSA continue to do so, providing the necessary support to municipalities who will be responsible for implementation of an Education and Outreach Program required by policy FUL4. Comments received on the Proposed SP Plan (August 17, 2012) from Ministry of Consumer Services (MCS) and TSSA expressed support for the initiative but requested that policy FUL3 be deleted from the SP Plan (see details in section 4.2.4 Specify Action).

HAZ1 Education: Handling and Storage of DNAPLs and Organic Solvents (formerly Education program for handling and storage of DNAPLs and organic solvents)

The threat posed by relatively small amounts of DNAPLs and organic solvents comes mainly from improper disposal of waste following use of a product or attempted clean-up of a spill. There have already been substantial public education campaigns advising people of the importance of proper disposal of hazardous wastes. It should be relatively inexpensive to deliver an appropriate education initiative to effectively address the threat posed and would be expected to include:

- information regarding the hazards posed by certain common products,
- advising of local provisions for hazardous waste disposal, and
- reminding residents of the vulnerability of their water

WDS3: Education Hazardous Waste and PCBs

Policy WDS1 addresses threats from waste disposal sites through Environmental Compliance Approvals (ECAs). However, not all threats from waste disposal sites are addressed through ECAs. MOECC recommended adding an education and outreach policy to address these threats. These threats included hazardous or liquid industrial waste and polychlorinated biphenyls (PCBs). Municipalities may choose to implement this policy as part of a broader program to encourage proper storage and disposal of hazardous goods (see HAZ1 above).

A small portion of Machar Township lies within the South River IPZ-1. The Village of South River shall include this area when delivering the education and outreach program required by policy WDS1.

PST4: Education about Application of Pesticides

Policy PST4 addresses threats from the application of pesticides to land that are not addressed by a prescribed instrument under the *Pesticide Act* and O. Reg. 63/09, or the Municipal Pesticide Management Plan policy, PST3, by using an education and outreach approach.

4.2.4 Specified Action

Where an activity is not regulated by a Prescribed Instrument and the municipality does not have appropriate authority through land use planning, the SP Plan can require that an Implementing Body take a specific action. The effect may or may not be legally binding. These policies include:

AIR1 Glycol Management Plans (formerly Risk Management: Runoff from Aircraft De-Icing Operations)

Aircraft de-icing is only undertaken at national airports. Since municipal land use planning tools cannot be used to control federal facilities, a risk management approach using a Risk Management Official (RMO) was originally chosen. This was subsequently revised upon the realization that an established process does not exist whereby the RMO would be notified and engaged in the approval of a national airport.

However, such airports are already required under federal legislation to have plans in place to manage runoff of fluid from de-icing operations. Therefore, AIR1 was revised to rely upon the federal requirements and suggest that the airport authority/operator should provide the Source Protection Authority with a copy of the Glycol Management Plan if one has been approved in applicable areas.

FUL3 Maintenance of Safety Information for Public by TSSA

This policy is intended to support education policy FUL4 by ensuring that appropriate information is readily available. The original approach required TSSA to deliver an Education and Outreach Program, but pre-consultation feedback indicated that TSSA did not have the resources to do so at a reasonable cost, one reason being that they do not have any contact information for those who use fuel oil. However, TSSA does provide appropriate safety information on its website which would enable some other agency to compile the information and deliver an effective program.

Therefore, this policy requests TSSA to continue to provide information on its website related to safe handling and storage of fuel and maintenance of systems. Discussion with the Ministry of Consumer Services and TSSA following consultation on the Draft SP Plan verified that TSSA was amenable to the current requirements of policy FUL3. However, in written comments submitted jointly by these agencies on August 17, 2012 during posting of the Proposed SP Plan, The Ministry of Consumer Services (MCS) and TSSA recommended that FUL4 be deleted from the Plan along with the associated monitoring policy because the policy seeks no change to current or future activities. However, TSSA assured that it would continue to provide and keep current this information on its website. When this policy was developed, the SPC felt it important that municipalities, which were going to be required to deliver an education program to residents

and operators, be assured that the information necessary would be readily accessible. This policy helps instill that confidence.

Since the policy would not be legally binding (“the Technical Safety and Standards Association should continue to maintain information on its website”) and the monitoring of it would be done by the SP Authority, inclusion of it in the SP Plan should have minimal ramifications for TSSA but serves to recognize this important role and encourages that they continue the practice. MCS and TSSA also included a list of activities through which they could assist in supporting source water initiatives “on a voluntary partnership basis” in the following ways:

- Municipalities and the SPC can request data from TSSA about licensed fuel storage and handling facilities with a specified address range, as per TSSA’s privacy and access to information policy.
- MCS and TSSA can work with MOECC to provide colleges with source water awareness information that can be integrated into fuel technician training programs.
- TSSA can provide training/information sessions on fuel oil tanks to appropriately qualified individuals for a fee.
- TSSA can work with MOECC to include source water safety information into current public education vehicles, such as TSSA’s website and seasonal brochures.
- MCS and TSSA can work with MOECC and fuel industry associations to facilitate distribution of educational materials to fuel suppliers.

PST3 Municipal Pesticide Management Plan

In addition to the PST1 prohibition of the handling and storage of pesticides on municipal lands where the threat could be significant, this policy requires that affected municipalities develop a plan to ensure that their use of pesticides never poses a significant threat on municipal lands.

SEW3 Recognize the Ontario Building Code Mandatory Maintenance Inspection Program (formerly Mandatory Maintenance Inspections of Onsite Sewage Systems)

Recent amendments to the Building Code, which came into effect in 2011, require periodic maintenance inspections of on-site sewage systems in identified areas where they are identified as significant threat activities to ensure they are functioning properly. With this in place, the threat ceases to be significant. Policy SEW3 entrenches this requirement. The Principle Authority which oversees the regulation of on-site sewage systems may recoup costs through fees. Since this policy simply recognizes existing legislation, it has no direct financial impact.

For many years, other legislation has required that on-site sewage systems be functioning properly, but there was no program in place to regularly inspect them. Enforcement was largely complaints-based. These changes to the Ontario Building Code (OBC) attempt to ensure that drinking water sources subject to the *Clean Water Act* will be protected from malfunctioning onsite sewage systems. The Ontario Drinking Water Stewardship Program, funded by the Province of Ontario, provided substantial support for the replacement of faulty systems for several years, but applications exceeded available funding. During its deliberations, the SPC Members expressed concern for potential costs to low income homeowners who may need to replace faulty systems.

Concerns over costs for the inspections and potential replacements were expressed by numerous affected residents and, in several cases, by their municipal representatives. It is a

major concern of people living in the Callander Issue Contributing Area (ICA) who question the designation of all septic systems as significant threats simply because they could contribute phosphorus to water courses. Some systems may be more than 40 km upstream of the municipal intake with a large lake midway between and/or extensive wetlands.

An inspection is required every five years and the cost currently ranges between \$215 and \$240 per inspection depending on whether the Principal Authority invoices the municipality or each homeowner.

SVA1 Education and Signage for Vulnerable Areas

This strategic action policy was created in response to Ministry of Transportation (MTO) suggestions to implement a province-wide signage and education initiative to increase public awareness of vulnerable areas along roadways. MTO had been working with a committee representing all SPCs interested in such signage.

Policies THS1 and THS2 (see Section 4.2.2) originally included provisions for signage where the threat from transportation of hazardous substances could be significant. As such the signage requirements in THS1 would have been legally binding. Suggested wording provided by MTO that was directed broadly to all SPCs was not detailed enough for the local SPC to adopt. It would have required affected municipalities to install signage at their own cost meeting standards that had not yet been determined.

The nature and purpose of the policy were changed from specified action that would be implemented by municipalities to address a significant threat, to a strategic action to increase general awareness of drinking water source protection. That effectively changed the requirement for implementation to voluntary and successfully addressed the SPC's concerns.

THS1 Awareness of Vulnerable Areas and Response to Spills of Hazardous Substances, and THS2 Awareness of Vulnerable Areas and Response to Spills of Hazardous Substances (Mod/Low)

The intention of policies THS1 and THS2 is to ensure emergency responders are aware of the locations of vulnerable areas and to improve emergency response times in the event of a spill. The former policy addresses significant threats, and the latter moderate and low.

These policies originally included requirements for signage identifying vulnerable areas along roadways but the Ministry of Transportation expressed concerns during both pre-consultation and after Draft SP Plan consultation. Discussions led to a revised approach and an additional new policy SVA1, which deals only with the objective of enhancing public awareness of vulnerable areas using signage as part of a province-wide public education initiative (see policy SVA1).

With regard to the remaining requirements in THS1 and THS2, the MOECC's Spills Action Centre is required to update the contact information and procedure cards to include Vulnerable Area mapping to ensure timely and informative notification of the responders. Municipalities are required to review and update their Emergency Response Plans to identify the vulnerable areas within their jurisdictions. Municipal emergency services are often the first responders to events

that may adversely impact a source of municipal drinking water. Therefore, Emergency Response Plans should also be updated to include maps that clearly identify the vulnerable areas and provide any additional information pertinent to addressing spills from septic haulage, highway accidents and railway derailments.

During policy development, the SPC representative of the Transportation sector suggested that including policies to address threats posed by rail transportation might create unwarranted public concern over an activity that is already highly regulated. A meeting was held in Sudbury on December 14, 2011 jointly with representatives of the Nickel District Source Protection Committee and both rail carriers, Canadian National (CN) and Ontario Northland, who operate in these jurisdictions. Rail carrier representatives described at length the regulatory requirements in place to ensure rail safety and the prevention of spills. As well, Ontario Northland stated that they have further self-imposed speed reductions in the vicinity of Trout Lake. An ongoing concern for source protection planning has always been the challenge posed by activities occurring on lands under federal jurisdiction. In view of the current regulatory regime as presented, the SPC considers that the threat from rail transportation is adequately addressed and the threat is not significant.

Following a truck spill of formaldehyde on May 21, 2012 in the contributing area of the North Bay intake (but where vulnerability is low), policies THS1 and THS2 were revised to require (or suggest, respectively) that Emergency Response Plans include notification of the North Bay-Mattawa Conservation Authority. This recognizes the Conservation Authority's expertise in source water protection locally, particularly its understanding of the vulnerability of the area with respect to specific substances.

There were no comments received during any period of consultation regarding any concerns about the essential policy concepts requiring revision of Emergency Response Plans and procedures to recognize the vulnerability of such areas along roadways in the event of a spill.

However, the Trout Lake Conservation Association (TLCA) commented on the perceived inadequacy of the policy approaches to reduce the risk of spills along either the roadway or the rail corridor adjacent to Trout Lake. TLCA comments during plan development and consultation have included references to train derailments in the Trout Lake contributing area and a study commissioned by the City of North Bay in the 1990's. The latter concluded that much has been done to protect the quality of the source water for the City leaving the risk of a spill one of the most substantial risks remaining. The TLCA also included suggestions such as:

1. reduced speed limits,
2. better enforcement of existing speed limits,
3. possible construction of a barrier to direct a derailing train towards the tracks rather than the lake,
4. straighten out certain curves in the highway,
5. revise the Spills Response Plan to include enhanced communication,
6. prepare a list of chemicals of concern and compile information regarding their properties,
7. ensure contact phone numbers for affected residents in the event of an emergency are manned, and
8. consider establishing an alternate route for vehicles carrying highly hazardous substances that avoids the section of Hwy 11 in the vicinity Trout Lake.

At its meeting June 5, 2012, the SPC considered the TLCA's input but decided that, in view of the lack of any identified significant threats to the North Bay intake, the current policy approaches were adequate. The TLCA's suggestions were shared with City of North Bay staff.

4.3 Callander Issue Contributing Area Policies

The source water for the Municipality of Callander experiences periodic blue green algal blooms that sometimes produce the toxin Microcystin LR. Phosphorus is recognized as an important factor contributing to the proliferation of blue green algae. Therefore, all activities in the Issue Contributing Area that could contribute phosphorus to the landscape are significant threats to drinking water. The phosphorus in itself would not be an issue, except that in water courses it is a factor in the production of cyanobacteria, and the cyanobacteria can produce the toxin microcystin LR. The area was delineated in the Assessment Report based on the total water contributing area using a 120 m setback from surface water bodies including all transport pathways. In presentations to stakeholders, the description of the area has frequently used the terminology "120 m setback from any watercourse". The East Nipissing/Parry Sound Federation of Agriculture has suggested that the ICA be delineated using the definition of watercourse in the Nutrient Management Act, but that would not be consistent with the Technical Rules under the Clean Water Act.

Phosphorus contributions could occur as a result of improperly functioning septic systems, the application, handling and storage of source materials, commercial fertilizers, and/or the generation of source material from farm grazing, pasturing, and outdoor confinement activities. These phosphorus sources are defined in circumstances and therefore must all be addressed in policy. Policy SEW3 requiring Mandatory Maintenance Inspections of onsite sewage systems will apply to all septic systems under the jurisdiction of the Ontario Building Code and was discussed previously in section 4.2.4.

An underlying principle for policy development in the Issue Contributing Area was to create policies that would be effective yet affordable, and that would apply equally to all persons engaging in activities. All activities identified as potentially contributing to phosphorus loading are managed rather than prohibited. The principal strategy for management is through Education and Outreach, Policy ICA1, advocating the implementation of best management practices. Delivery of the required program to residents is mandatory for the five municipalities that have territory within the ICA, but there is no tool requiring residents comply with the recommended practices. Policy ICA2 utilizes the existing provisions of the *Nutrient Management Act* and requires inclusion of best management practices for managing phosphorus in the Nutrient Management Plans or strategies that result.

Concern was expressed by the local Federation of Agriculture as to whether the best management practices identified would be affordable and effective. However, the designation of a best management practice requires that it be cost effective. Policy ICA3 recognizes the lack of understanding of the fundamental sources and causes of phosphorus loading locally and addresses that through ongoing research. The final component, policy ICA4, calls for ongoing monitoring of phosphorus concentrations in the waterways to track effectiveness of the initiatives and acquiring a better understanding of the contributing factors in various areas within the subwatershed.

In its comments on the Proposed SP Plan (August 17, 2012), the East Nipissing/Parry Sound Federation of Agriculture expressed concern over the process for classification of agricultural use of phosphorus as a "significant drinking water threat". That designation was established in the Assessment Report, which was

completed through a highly regulated technical protocol. Further, the Federation is of the opinion that “the link between microcystin, – blue green algae – and agricultural phosphorus utilization is tenuous and not based on science.” They question the findings of the Phosphorus Budget which assessed contributions from agricultural lands, parklands and golf courses at 14%. The methodology is clearly explained in the report. The Federation contends that the incremental increase in phosphorus contributions, as compared to allowing the lands to revert to their natural state, is approximately 3% and suggests therefore that the 14% figure is misleading.

Included in the Draft SP Plan, was a policy (formerly ICA3) requiring the establishment of vegetated buffers along watercourses using site plan control. However, following consideration of comments received from various agencies and implementing bodies, the SPC decided to delete it from the Plan. The topic was discussed at the July 16, 2012 meeting and factors affecting the decision are available in the minutes, principally within the Project Manager’s Report.

ICA1 Education: Issue Contributing Area

This policy forms the foundation of the strategy to reduce phosphorus contributions in the ICA. It is intended to address the shortcomings in the applicability of *Nutrient Management Act* (NMA), which does not generally apply to small operations, and to recognize the fact that all landowners may have a role to play in reducing phosphorus entering waterways. It anticipates that all five municipalities that have territory within the ICA will work collaboratively to create and deliver a common program to reduce phosphorus loadings into streams and to improve its retention on the landscape and attenuation in waterways. Because this is being used to correct an existing problem (i.e. a water quality issue), a very robust approach is needed to ensure effectiveness. It is far more rigorous than other education and outreach initiatives in this SP Plan.

About half of the North Bay-Mattawa Source Protection Committee members are or have been engaged in an agricultural activity. From their experience, they concluded that an education program that motivates those engaged in phosphorus producing activities to employ best management practices would achieve the goal of preventing and reducing phosphorus loading. Phosphorus is believed to be the most significant anthropogenic factor that would contribute to the proliferation of blue green algae and the resulting production of microcystin LR in waterways of the Issue Contributing Area. SPC members want to see the policy apply to all persons engaging in the activities equally. They would have also liked to have identified the range of urban activities that also contribute to phosphorus loading.

Therefore, it is the goal of this Education and Outreach program to foster actions and/or behaviour that will effectively prevent, reduce or eliminate the threat from activities that may contribute to phosphorus loading to water courses.

Identification of both the barriers which prevent property owners from undertaking the necessary action, and the benefits to overcoming those barriers, will enable municipalities to identify the most appropriate tools and strategies for fostering the desired behavior. Numerous studies document that the dissemination of information alone often has little effect upon changing behaviour. As a consequence, programs that make use of information intensive approaches such as flyers have very little likelihood of generating the desired behaviour. An Education and Outreach Program that incorporates the principles of social marketing, identifies the barriers and benefits, and incorporates a number of social marketing tools and strategies specific to

overcoming those barriers, has a greater chance of achieving success than a brochure or information-only education program.

Prior to adopting an approach relying on a public education program, the SPC carefully considered the alternative of a risk management approach. There was considerable concern expressed by the Agricultural Representative on the SPC that costs to property owners for risk management plans were not known and could be excessive. Despite the fact that costs could be minimized by prescribing details for an acceptable risk management plan (to eliminate any costs for plan development), the substantial objection from the agricultural community including both OFEC (Ontario Environmental Farm Coalition) and the OFA (Ontario Federation of Agriculture) influenced the SPC's final decision. Therefore, the policy relies on an education program encouraging adoption of best management practices as outlined in publications produced in partnership with the OFA. These include A Phosphorus Primer: Best Management for Reducing Phosphorus from Agricultural Sources and Buffer Strips from the Best Management Practices series.

The eight objectives of the Education and Outreach Program are directed towards three areas for reduction of phosphorus impacts including:

- reduction of inputs from activities that contribute to phosphorus loading such as application of fertilizer and manure,
- reduction of inputs from historic additions of phosphorus, now bound mostly in soil, by minimizing erosion, and
- attenuation and incorporation of phosphorus already in water courses into the biota by improving aquatic habitat for fish and organisms that feed on algae.

OFEC was included in pre-consultation on the draft policies. All strategies identified are well recognized as effective; however, OFEC suggested that seven of the eight objectives listed in the policy should be removed leaving only the one related to identifying sources of anthropogenic (human) phosphorus. Further, OFEC stated that using best management practices developed for Ontario would be inappropriate for the Callander Bay subwatershed, and that research results from the Manitoba prairies were more relevant.

Follow up investigation into the scientific literature referenced by OFEC determined that two key factors were most important in characterizing agricultural lands on the prairies. One is large, uninterrupted expanses of extremely flat land, and the other is a rainfall regime with virtually all precipitation occurring in the spring followed by extensive drought during the growing season. This is not consistent with the conditions experienced locally in the Callander ICA which receives on average two to three times as much precipitation distributed fairly regularly over the course of the year, mostly during the growing season. As well, farms in the Callander ICA are small by comparison with a rolling landscape frequently separated by stands of forests. After considering these comments, the SPC opted to continue with the Education and Outreach policy as drafted.

Correspondence from OMAFRA following Draft SP Plan consultation informed the SPC that Risk Management is a preferred approach for many areas dealing with threats related to agricultural practices. This was considered by the SPC at its meeting July 16, 2012 and the choice of Education and Outreach as a key strategy was verified.

Several meetings of the SPC were dominated by considerations of the policies for the ICA. The SPC recognizes that municipalities will be responsible for the cost of developing and implementing the strategies and tools identified in the Education and Outreach Program. The policy will require a coordinated effort to be successful. It is expected that there can be some shared knowledge and cost savings achieved through collaboration between the five municipalities involved.

The Municipality of Powassan has very limited territory in the ICA and expressed concern over being included. It is noted that some of this is active farmland. Therefore, the policy has not been amended to exclude Powassan, but it is expected that the allocation of program costs will consider all relevant factors including the relative extent of municipal territory, the contribution to the problem and the benefits to be derived. This was an unresolved concern of the Municipality of Powassan, but MOECC provided substantial funding to the Municipality in 2013 to cover the costs of SP Plan implementation.

In its comments on the Proposed SP Plan (August 17, 2012), the East Nipissing/Parry Sound Federation of Agriculture expressed support for the education and outreach program provided that it focus on cost-effective management practices for phosphorus, not simply a blanket list of best management practices. However, before a practice is recommended as a best management practice, its cost effectiveness is weighed. The efficacy of buffer strips in some situations was questioned. The SPC would agree that the minimal grassed buffers required by the Nutrient Management Act are of limited value in many situations. The OMAFRA publication on Buffer Strips provides more effective approaches to buffer strips based on objectives and will be used in the education and outreach program.

Policy ICA1 addresses eight of the nine threat activities that have any circumstance with phosphorus listed as a contaminant. The remaining activity, the establishment, operation or maintenance of waste disposal sites, is covered through the WDS policies.

During final review by MOECC in January 2015, it was discovered that a small portion of the ICA extended into three townships which lack municipal organization. The Conservation Authority has agreed to collaborate with the ICA municipalities to implement policy ICA1 in the Townships of Ballantyne, Bolter and Wilkes.

ICA2 Nutrient Management Act Tools to Implement Phosphorus Best Management in ICA

This policy is intended to utilize the existing provisions of the *Nutrient Management Act* (NMA) to address contributions of phosphorus from the specified agricultural activities. The NMA requires that farmers develop plans and strategies to mitigate environmental threats related to agricultural practices if their operations fall under its jurisdiction. As such, the NMA should generally be adequate to meet the objectives of the Source Protection Plan if best management practices relating to phosphorus retention or reduction are included in the resulting Nutrient Management Plan or Strategy.

However there are few, if any, farms in the Callander Issue Contributing Area that are currently subject to the NMA. The need for a farm operation to comply with the NMA is triggered either by changes to buildings that require a building permit or when the operations expand to the regulated level.

No adverse economic impacts or financial implications are anticipated from this policy because it relies on pre-existing legislation.

One shortcoming with this policy has been made evident. Pre-consultation comments from the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) pointed out that the NMA does not address threats posed by grazing, pasturing or confinement of livestock and suggested using a Risk Management approach. This comment arrived after the SPC's last review of policies prior to posting the Draft SP Plan and was subsequently considered in revisions for the Proposed version. For the Proposed SP Plan, the Committee decided to continue with its established approach relying on education and outreach where no existing regulatory tool was available.

ICA3 Governing Research in the Issue Contributing Area

Section 26.1 of O. Reg. 287/07 provides for policies that govern research; establish stewardship or pilot programs; specify and promote best management practices; or specify actions to be undertaken to implement the source protection plan or achieve the plan's objectives. There has been limited opportunity to date to complete research to confirm our understanding of the landscape and the factors contributing to phosphorus loading in the waterways of the Issue Contributing Area. Stakeholders and residents have provided anecdotal information characterizing area farms as applying minimal phosphorus to their croplands and pastures, and having very low density grazing. Many question the value of implementing best management practices to reduce phosphorus loading. Yet, water quality sampling indicates significant increases in phosphorus levels as streams pass through these lands. Research is required to direct effective implementation of the education and outreach initiatives as per policy ICA1. Some analysis can be conducted through GIS, but proper assessment will require some field work.

A comment received by email August 9, 2012 sent on behalf of Neil Gervais, Liaison Officer, of the Source Protections Programs Branch (SPPB) of the MOECC on the Proposed SP Plan informed the SPA of the option that Policy ICA3 could be removed from both the SP Plan and the Explanatory Document because it is not about addressing a significant threat directly. However, the findings of research conducted under ICA3 are integral to effective implementation of ICA1. Such research is needed to refine the approach, set priorities and establish targets. Baseline information is essential to measure the effectiveness of the Education and Outreach Program. Therefore, the recommendation of the SPA in its submission of comments (September 28, 2012) was to retain policy ICA3.

The North Bay-Mattawa Conservation Authority (NBMCA) and Municipalities will require a better understanding of the watershed and its residents to plan, cost and develop the required Education and Outreach Program. In 2013, MOECC provided funding to support municipal actions to implement SP Plans. No other government funding is currently available for further research in this area. Grant programs are announced from time to time that could decrease costs to the municipalities and Conservation Authority. In the fall of 2014, the NBMCA was awarded a grant of \$25,000 through the Great Lakes Guardian Community Fund to cover costs of sampling and analysis and provide some funds for trees and shrubs to plant along shorelines.

ICA4 Monitor Issue in Callander ICA – Phosphorus contribution related to Microcystin LR

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Water quality data has been collected sporadically at locations within the ICA for decades. In recent years, there has been a concerted effort to assess the phosphorus loading as it relates to the water quality of Callander Bay. Locations have been moved, removed and added, and protocols have been modified based on findings. A stable program would allow for trend analysis (increases or decreases in phosphorus levels), and identification of areas where further municipal or NBMCA programs would be beneficial. Parts of the program as it exists in 2011 are funded by government programs, and other local programs have been developed to support the ongoing monitoring of water quality. NBMCA shall continue to rely on partnerships and grants for the majority of program funding, however it shall also be prepared to maintain the program using other funds, including municipal sources from the groups that are part of the identified area.

4.4 Special Consideration

LAU1 Education about Threat Activities in Laurier Township (Formerly S.57 Prohibition: Nutrient and Pesticide Application in Laurier Township)

North Bay-Mattawa is the only Source Protection Area in Ontario with an unorganized or unincorporated township where significant threats could occur. This policy strives to address the potential threats, which would otherwise be addressed through municipal land use planning tools. Earlier draft wording attempted to require Laurier Township to establish an official plan at least for the area where the threats could be significant (South River IPZ-1), and then pass related by-laws to enforce prohibitions. Comments received from MOECC reviewers during pre-consultation advised that the policy was unnecessary because the Clean Water Act would require the local planning board to comply with prohibitions in the SP Plan when the board makes planning decisions. Another draft considered using Risk Management Plans; however, the capacity for the local planning board to engage the services of a Risk Management Official to implement this policy would be problematic.

Given these considerations, and the fact that the area is mainly undeveloped land, the committee decided that an education and outreach program could adequately address potential threats. This program shall be delivered by the Village of South River and delivered to property owners in the Laurier Township portion of the South River IPZ-1. The purpose of the program will be to create awareness of potential threat activities and to encourage responsible action if engaging in any of these threat activities. The Village of South River recommended that the implementing body of LAU1 should be revisited should the Township of Laurier become incorporated.

MAT1 Management of Significant Threats in Mattawan Township

During consultation on the Draft SP Plan, it was discovered by the Ministry of Municipal Affairs and Housing (MMAH) that a small portion of the WHPA-C for Mattawa (approximately 0.3 ha) extends into the Township of Mattawan. Because of the late discovery of the situation, the municipality had not been involved at all in the source protection planning process including any consultation on policy development. Investigation of the status of the property affected revealed that it is currently designated Crown Land. Further, the property in question is undeveloped and is unlikely to be developed as it consists of a rock knob faced by a cliff. The only activity that could pose a significant threat is the handling or storage of dense non-aqueous phase liquids (DNAPLs) in amounts greater than 25 L. Therefore, to address the possible threat, the SPC developed a policy specific to the portion of the vulnerable area in Mattawan Township. It requires the Ministry of Natural Resources and Forestry (MNRF), which oversees Crown Land, to consider the vulnerability of the area when making decisions regarding activities and uses that will be permitted. The associated monitoring policy only requires action by MNRF if any significant threat activities are being undertaken on said lands. In which case, MNRF would have to report to the SP Authority regarding what consideration was being given to the vulnerability of the area in relation to the significant threat.

Discussions with planning staff at Source Protection Programs Branch during consultation on the Proposed SP Plan considered alternative approaches such as relying on the other policies for similar threats, specifically policies WDS1, WDS2 (prohibition of the establishment of waste disposal sites), and the former HAZ1 (risk management plans for handling and storage of DNAPLs). However, the latter two policies would have to be implemented by the Township of Mattawan, which is otherwise uninvolved with this SP Plan. The Township would be challenged by implementation, since these policies require the services of a Risk Management Official. The other option considered was to have either the Township of Mattawan or the SPA responsible for delivering the education and outreach program along with the Town of Mattawa (policy HAZ3). All things considered, including the fact that the parcel is Crown Land, it seemed most reasonable for the Ministry of Natural Resources and Forestry to assume responsibility as proposed in MAT1.

5.0 Monitoring Policies

In order to ensure the effective implementation of the Source Protection Plan, monitoring policies have been created for each policy. Most monitoring policies require the implementing body to report details of their accomplishments and steps taken to implement the policies to the Source Protection Authority. The Implementing Bodies may be asked to provide information on a one-time basis or as a regular occurrence depending on the policy. The monitoring policies are summarized in Table 4-1 below.

Table 5-1: Summary Monitoring Policies

Monitoring Policy ID	The Policy is Designed to Monitor Implementation of:	Affected Policy
M01-PA	Planning Act Tools	FUL1, PST2, SAL1, SMF2, SNO1, WDS2
M02-MUN	Specified Actions for Municipalities	PST3, SMF1
M03-EO	Education & Outreach for Handling and Storage of Fuel, DNAPLS and Organic Solvents and Application of Pesticides, Hazardous Waste and PCBs	FUL4, HAZ1, PST4, WDS3
M04-EO	Education and Outreach for Callander ICA	ICA1
M05-EO	Education and Outreach for IPZ-1 in Laurier Twp.	LAU1
M06-ERP	Municipal Emergency Response Plans	THS1
M07-SAC	Spills Action Centre Response Procedures	THS1
M08-ECA	Environmental Compliance Approvals	FUL2, PST1, SEW1, SEW2
M09-MNRF	Hazardous Materials Use on Crown Land in Mattawan (MNRF)	MAT1
M10-CAI	Research and Monitoring of Water Quality Issue	ICA3, ICA4
M11-CAS	Septic Maintenance Inspections by Principle Authority	SEW3
M12-SPA	Glycol Management Plans	AIR1
M13-TSF	SP Authority Verifying TSSA Makes Safety Info Available	FUL3
M14-MTO	Highway Signage (MTO)	SVA1
M15-MUN	Municipal Road Signage and Awareness of Vulnerable Areas	SVA1

6.0 Climate Change Considerations

The Assessment Report contains a general summary, based on readily accessible information, of how the conclusions reached in the Assessment Report may be affected by climate change. These effects include increases in the size of vulnerable areas and increases in water quantity stress levels identified in the water budget. The water budget and water quantity components of the Assessment Report did not identify any threats to water quantity. In terms of water quality, an increase in air temperature and greater occurrence of extreme precipitation events could potentially degrade water quality.

The Assessment Report indicates that the effects of climate change on drinking water sources should be considered at a local level to give a better understanding of the conditions specific to the North Bay-Mattawa Source Protection Area. Collecting data for climate change must be undertaken in a comprehensive and collaborative way with all municipalities and other partners involved, for which there is insufficient time in this first round of Source Protection Plan development phase, given the priorities and mandatory components for these plans.

Appendix

A. Policy Working Group Terms of Reference

North Bay-Mattawa Source Protection Policy Working Group Terms of Reference

This document has been prepared by the North Bay-Mattawa Source Protection Committee (SPC) to establish the purpose, terms and conditions for the Policy Working Group.

Preamble

The North Bay-Mattawa Source Protection Committee (SPC) is charged with the preparation of a Source Protection Plan under the *Clean Water Act* (2006). The goal of which is to protect existing and future sources of drinking water as specified in the Approved Terms of Reference (May, 2009) for the North Bay-Mattawa Source Protection Area. Policies must address all significant threats identified in the Assessment Report (once approved).

Purpose

The purpose of the Policy Working Group is to support the SPC by drafting policies in accordance with the Terms and Conditions outlined below and as directed by the SPC, giving due consideration to stakeholder input.

Membership

SPC Chair Barbara Groves

Planners and Municipal Staff

- Glenn Tunnock (Consultant)
- Paula Scott (NBMCA)
- Beverley Hillier (North Bay)
- Melissa Mohr (East Ferris)
- Wayne Belter / Marc Mathon (Mattawa) - TBC

Trout Lake Conservation Association

- Peter Bullock / Anthony Falconi

Nipissing First Nation - TBC

Council Members

- Micheline Mamone (Chisholm)
- Jeffrey Dickerson (South River)
- Robb Noon (Callander)
- Nancy Barner (Powassan) / Nicky Kunkel (staff alternate)

NBMCA Source Protection Staff

- Project Manager Sue Miller
- SP Planner Robert Pringle
- Water Resources Specialist Kristen Green

Terms and Conditions

1. Meet monthly, or as required. As well five stakeholder roundtables are currently planned: three in February and two in May. Anticipated timeline for conceptual policy development is from December 2010 to June 2011. The PWG will meet again in September 2011 to review compilation of draft policies prior to submission to SPC.

2. Review available information including but not limited to
 - a. Threat Discussion Papers
 - b. Guiding Principles for Policy Development
 - c. Feedback / direction from SPC
 - d. Guidance documents from Ministry of Environment and Climate Change
 - e. *Clean Water Act (2006)* and related regulations
 - f. Input from stakeholders

3. Policy recommendations should represent consensus; where opinions of members conflict, alternative options with supporting rationale will be provided to SPC.

4. Participate in stakeholder consultations (roundtables)

5. Follow work plan as approved by SPC

6. Provide SPC with
 - a. Monthly reports
 - b. Draft policies for discussion
 - c. Revised policies as directed
 - d. Conceptual policies by June 1, 2011, which will subsequently be compiled by staff and presented to the SPC and stakeholders during fall 2011.

7. All public communication will be conducted through Program Communication staff to ensure consistency.

8. The working group shall be chaired by the Project Manager

9. Draft minutes will be circulated by email concurrently to PWG and SPC. PWG Members are requested to advise Project Manager or SP Planner of any proposed amendments as soon as possible, preferably prior to next meeting of SPC, the date of which will be included in email cover.