

**MINUTES OF THE TENTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE**

9:00 AM, January 13, 2009

Held at North Bay – Mattawa Conservation Authority, 15 Janey Ave, North Bay

1. Administration

a) Meeting called to order @ 9:05 by Chair, Barbara Groves.

b) Attendance

Present:

Chair: Barbara Groves

SPC Members:

Dennis MacDonald

John MacLachlan

Maurice Schlosser

George Onley

Kathy Parker

Roy Warriner

George Stivrins

Lucy Emmott

Liaisons: Peter Jekel (NBPSDHU)

Source Protection Staff :

Sue Miller, Project Manager, NBMCA

Bronya Cuddy-Gregg, Communications Advisor, NBMCA

Kristen Green, Water Resources Specialist, NBMCA

Absent/ Regrets: Ian Kilgour, Maeve McHugh / Kate Turner (MOE Liaison)

c) No declarations of pecuniary interest declared.

d) Agenda approved (Onley, Emmott)

e) Minutes of October 15, 2008

Section 3d of minutes were amended to include the following:

Transportation rep has not spoken with CNR. He has been in contact with them but no response has been received. Contact has been made with ONR and he will be in contact with ONR again once more information is available for them.

They were then approved on a motion by Stivrins, seconded by MacDonald.

f) Correspondence – none

g) Upcoming meeting dates for 2009. Note all meetings to start at 9:00 a.m.

February 17th, 2009

March 17th, 2009

April 21st, 2009

May 19th, 2009

2. Chair's Report (Appendix 1)

The Chair provided the committee with a year-end report. No questions arising.

3. Project Manager's Update (Appendix 2)

The PM answered questions arising from the project manager's report as follows.

a) Water Budget Studies

The PM explained the water budget process to the committee and what the difference was between the Conceptual, Tier 1, Tier 2, and Tier 3 water budget studies.

b) Ontario Drinking Water Stewardship Program

It was suggested that a public meeting in the Municipality of Callander to explain the program and the IPZ delineations to those eligible for the program would be beneficial. Invitations should go out to property owners within IPZ-1 but also make it open for the general public to

attend. The meeting should be done before the summer season in case people are planning on doing any work in the summer. (Note: As there was no direction to staff, this proposal will be considered at the next meeting.)

The PM went on to talk about the other components of ODWSP, special projects and education and outreach. One study that could qualify for funding is a feasibility study to extend the municipal sewer lines in Callander to the main basin of Lake Nipissing. That application would be from the municipality to MOE, not from the Conservation Authority.

The PM explained that we need to extend the boundary of the SPA to include Callander Bay. Currently the boundary extends around the shoreline of Callander Bay but needs to include the water as well. We cannot have a vulnerable area delineated outside of our source protection boundary and therefore have to amend the boundary. There are several other regions that require boundary changes so the MOE will process these concurrently. Source Protection staff are working on this.

The PM also indicated that the Municipality of Callander attempted to locate their drinking water intake in the fall but were unsuccessful. We will offer to assist the municipality in the spring to locate intake.

Source Protection Advisory Committees (formerly Working Groups)

A sample letter directed to affected municipalities requesting suggestions for advisory committee members was included in the January meeting package. It was suggested that a section be added to the letter indicating that the SPC would be responsible for establishing membership. The SPC approved the letter as amended. (PM note: SPC members should be aware that advisory committee meetings would be expected to be open to the public although not advertised.)

Action: Staff to appropriately amend working group letter and send out to Municipalities.

Proposed Process for Approval of Technical Studies

The PM outlined the process of Assessment Report approval and timelines. Drafts of the technical studies for all Municipalities are expected by March, which leaves April to June for review with working groups, SPC and the public. The intent is to have the technical studies completed by June to allow the staff to compile the Assessment Report over the summer months. Once advisory committee review and revisions are complete each technical study will be presented by consultants to the SPC to give members the opportunity for questions and comment. Each presentation will take place in the municipality concerned. These SPC meetings will be specially promoted to encourage the attendance of interested public. At each meeting the public will be provided an opportunity to question the consultant.

4. Communications Update

a) 2009 Communications Plan

The Communications Advisor is currently developing the 2009 Communication Plan. A draft should be ready for review at the next SPC meeting. The Communications Advisor would like suggestions from the SPC regarding which events Source Protection Planning should have a presence at. Discussions followed with SPC members suggesting various events.

Action: SPC members to email suggestions to Communications Advisor.

Once the ToR is approved the Communications Advisor suggested providing a generic letter to each group to send out to their stakeholder groups. The SPC agreed that they would like to see a letter drafted.

Action: Communications Advisor to draft a sample letter for stakeholder groups for distribution after ToR is approved and an initial list of proposed groups to which SPC members will add their suggestions.

The Communications Advisor is currently working on contacting all municipalities to put up Drinking Water Source Protection signage along municipal roadways. She is also contacting MTO regarding the possibility of signs on Hwy 11. A handout was circulated with examples of signs from other areas to get feedback from the SPC on preferred design and message.

Discussions followed regarding where to put the signs and what they should say. It was suggested that providing information to ice fishermen would be useful as many are unaware of the drinking water intake. Putting up signs at main access points to lakes and boat launches may be a good solution.

Action: Comm. Advisor to continue working on project and report next meeting.

SPC members who attended the technical training session in Sudbury thought it would be worthwhile for the rest of the committee to receive the risk communication training. It was decided the Communications Advisor should provide the training at the next meeting.

Action: Comm. Advisor to research options for Risk Communication training.

5. Highlights of Sudbury Technical Training Session

Due to time constraints this topic will be deferred until the next meeting. Members were asked to provide suggestions on which topics should be covered.

Action: SPC members to email PM suggestions for technical training.

6. New Business

Members discussed the possibility of asking municipalities to consider drinking water source protection in future infrastructure spending.

7. NEXT MEETING to be held February 17, 2009, or at the call of the Chair

8. Adjourn – 11:47 a.m.

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE ELEVENTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE
9:00 AM, February 17, 2009
Held at North Bay – Mattawa Conservation Authority, 15 Janey Ave, North Bay**

1. Administration

a) Meeting called to order @ 9:04 by Chair, Barbara Groves.

Chair welcomed Maeve McHugh, new MOE Liaison, to the meeting

b) Attendance

Present:

Barbara Groves, Chair	John MacLachlan	Maurice Schlosser
Dennis MacDonald	Kathy Parker	Roy Warriner
George Onley	Lucy Emmott	Ian Kilgour

Liaisons: Maeve McHugh (MOE)

Source Protection Staff:

Sue Miller, Project Manager, NBMCA
Bronya Cuddy-Gregg, Communications Advisor, NBMCA
Kristen Green, Water Resources Specialist, NBMCA

Absent/ Regrets: George Stivrins (SPC), Peter Jekel (NBPSDHU)

c) No declarations of pecuniary interest declared.

d) Approval of Agenda

Moved by: George Onley
Seconded by: John MacLachlan

That the North Bay – Mattawa Source Protection Committee members adopt the meeting agenda as circulated.

Carried

e) Approval of January 13, 2009 Minutes

Moved by: John MacLachlan
Seconded by: George Onley

That the North Bay – Mattawa Source Protection Committee members adopt the meeting minutes of January 12, 2009 as circulated.

Carried

f) Correspondence

Letter received from the Municipality of Callander with copy of resolution accepting the draft delineation of IPZ-1 for Callander Bay for the sole purpose of the Ontario Drinking Water Stewardship Program, dated January 27th, 2009.

2. Chair's Update

a) Training needs

Chair reminded members to bring forward any suggestions for future training needs.

A suggestion was made to do another watershed tour now that the committee is more aware of the process and what they should be looking for. PM suggested that before each municipal technical study meeting we have a tour of the vulnerable area with the consultant in attendance to point out relevant features and explain their significance.

Another suggestion included training on planning and policy development. MOE liaison indicated that a discussion paper on source protection planning will be available shortly and will help people think about the planning phase and what to think about when developing policies. Maeve will inform committee when the paper is available.

OCWA will be doing a presentation to the committee at either the March or April meeting.

b) Submission of written updates by SPC members

Chair requests that committee members provide brief written updates of any items of importance. The reports will be included in the meeting package and discussed at the next meeting.

A report from the transportation representative was received by SPC members. The report provided an update on communications with ONR and CN Rail.

Approval of Municipal Technical Studies

Municipal Technical Studies provide a significant base of technical information which will be compiled into the assessment report. Although municipalities were given the responsibility of completing the technical studies, the SPC is responsible for producing the assessment report. The latter document will be used by the Committee to inform their decisions regarding development of source protection planning policies. As such, it is essential that Committee members are confident in the quality of the technical studies and that the studies are adequately comprehensive. The following is intended to clarify discussions surrounding a proposed process for review and finalization of technical studies.

Discussions followed regarding the process for approval of technical studies. It is up to the committee on how they want the reports reviewed. The suggested approach is for draft reports, when received, be forwarded to the source protection committee (for information purposes), municipalities and the advisory committee. Advisory committee will review the report and provide comments. Comments will be considered and incorporated into the report by the consultant as appropriate. Final report will be sent to the advisory committee for review. Once reports are satisfactory to the advisory committee they will be circulated to the source protection committee prior to presentation by the consultant at a meeting held in the municipality and open to the public. SPC members will question the consultant and provide their comments for consideration prior to circulation of the final draft and subsequent approval. The committee has to be comfortable with the science and quality of the report.

Steering Committees were formed at the onset of each technical study and will continue to function in the completion of those studies. The subject municipality will be advised of the opportunity to expand the existing group to include additional technical expertise, representatives of other municipalities in the subject watershed, and additional stakeholder groups similar to the composition of the Trout Lake Watershed Advisory Committee. Other watershed municipalities will also be contacted and invited to participate as will local government ministries that have a role in municipal

drinking water sources and the health unit. Where available and appropriate, local environmental groups active in stewardship of the source water will be invited as will representation from the agricultural community. The SPC needs to be sensitive to the fact that the responsibility for completion of the technical studies rests with the subject municipalities which have in every case requested that the Conservation Authority manage the work on their behalf.

These steering committees will thereby morph into advisory committees which will be working under the direction of the SPC and may continue to work on source protection planning tasks. Advisory committees will not be confined to municipal representation and will include representation from various agencies and stakeholder groups.

Concerns were expressed that the working groups are not yet formed. Communications Advisor is preparing letters to send out to municipalities within the next week. Draft technical study reports are not expected until the end of March.

Action: Staff to circulate municipal technical study steering committee meeting minutes to Committee.

Action: Staff to advise committee of process for municipal technical study completion and the roles of the steering committee, advisory committee, municipalities and source protection committee.

Action: Staff to provide scanned copies of letters sent to municipalities regarding formation of working groups

Agricultural Working Group

Agricultural representative indicated that the agricultural committee would like to form a separate working group to look at issues with agriculture. Contact for the group would be the local OFA president. More information will be provided at the agricultural meeting on February 26th.

Action: Staff to provide letter regarding formation of working group to local OFA president

Action: Staff to provide copies of draft municipal technical study reports to local OFA president

Need to advise stakeholder groups of the process and what types of decisions are being made at what stage. The Communications Advisor will include stakeholder communications in her draft communication plan, to be presented at next meeting.

5. Project Manager's Update (Appendix 2)

No questions arising from project managers report.

Project Manager indicated that there was an error in last item of the report. The meet and greet with the Source Protection Authority will occur on April 22nd, 2009 at 5:00 p.m. The committee will hold its regular meeting beforehand. The Chair has requested members keep the full day open until the agenda is prepared, but it is expected that the formal meeting will run from 1:00 to 5:00 pm.

Motion to accept PM report as amended.

Moved by: Kathy Parker
Seconded by: Maurice Schlosser

6. Communications

a) Next steps after Agricultural Focus Session - Information session proposed for February 26, 2009.

Motion to receive agricultural report.

Moved by: Dennis MacDonald
Seconded by: John MacLachlan

That the Agricultural Community Focus Group report of January 22, 2009 be received by the committee.

Carried

Agricultural representative highlighted the main topics of concern expressed at the focus session, which included:

- ODWSP and funding concerns
- Perceived bias of consultants
- Urban water usage and the need for educating the urban population on water use and conservation practices.
- Stewardship– what can farmers do right now to help.

The follow up meeting on February 26th will address the main concerns from the focus session as well as discuss the planning process. This meeting is a public meeting and information session. Maurice Schlosser and Roy Warriner will represent the committee at the meeting. Letters will be mailed today advising the public of the meeting. Different advertising strategies were also discussed.

b) Northwatch is partnering with the Water Guardians Network to host a series of workshops across northeastern Ontario on source water protection and the implementation of the Clean Water Act. They hope to hold one in North Bay in late February or early March and have asked for local representation. Northwatch has indicated they will send an invitation to the committee.

c) Update on signage for vulnerable areas

Motion to accept DWSP Sign Postings report

Moved by: Dennis MacDonald
Seconded by: Lucy Emmott

That the Update on DWSP Sign Postings in Municipalities report of February 10, 2009 be accepted by the committee.

Carried

The Communications Advisor suggests posting a variation of signs in different areas. For example information signs with less detail could be posted on roadways and more detailed educational signs be posted at boat launches. Draft versions of the signs will be available at the next meeting.

Calls were made to all five municipalities. All are positive and willing to participate. Target date to have them up is by the May long weekend. The Ministry of Transportation (MTO) only permits signs on provincial highways if they provide directions to drivers. Other Source Protection Areas were turned down by MTO.

Chair suggested giving the municipalities the option of purchasing general watershed stewardship signs for their areas with the intention that they put them up and maintain them.

d) Training Session – Intro to Stakeholder Communications

Topic was deferred until a later date.

Moved by: Kathy Parker
Seconded by: Dennis MacDonald

6. Highlights of Sudbury Technical Training Session

PM discussed how vulnerable areas were delineated and scored and answered any questions arising.

7. New Business

None

8. NEXT MEETING to be held March 17, 2009, or at the call of the Chair

9. Adjourn

Meeting adjourned at 12:00 pm.

Moved by: Ian Kilgour
Seconded by: Lucy Emmott

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE TWELFTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE**

9:00 AM, March 17, 2009

Held at North Bay – Mattawa Conservation Authority, 15 Janey Ave, North Bay

1. Administration

a) Meeting called to order @ 9:04 by Chair, Barbara Groves.

b) Attendance

Present:

Barbara Groves, Chair	John MacLachlan	Maurice Schlosser
Dennis MacDonald	Kathy Parker	Roy Warriner
George Stivrins	Lucy Emmott (left at 10:30)	Ian Kilgour

Liaisons: Maeve McHugh (MOE), Peter Jekel (NBPSDHU)

Source Protection Staff:

Sue Miller, Project Manager, NBMCA
Bronya Cuddy-Gregg, Communications Advisor, NBMCA
Kristen Green, Water Resources Specialist, NBMCA

Absent/Regrets: George Onley (SPC), Ian Kilgour (SPC)

c) No declarations of pecuniary interest declared.

d) Approval of Agenda

Moved by: Dennis MacDonald
Seconded by: Maurice Schlosser

That the North Bay – Mattawa Source Protection Committee members adopt the meeting agenda as circulated.

Carried

e) Approval of February 17, 2009 Minutes

Section 2 Approval of Municipal Technical Studies of minutes was amended to include the following: Municipal Technical Studies provide a significant base of technical information which will be compiled into the assessment report. Although municipalities were given the responsibility of completing the technical studies, the SPC is responsible for producing the assessment report. The latter document will be used by the Committee to aid in their decision making regarding development of source protection planning policies. As such, it is essential that Committee members are confident in the quality of the technical studies and that the studies are adequately comprehensive. The following is intended to clarify discussions surrounding a proposed process for review and finalization of technical studies.

Moved by: Kathy Parker
Seconded by: Roy Warriner

That the North Bay – Mattawa Source Protection Committee members adopt the meeting minutes of February 17, 2009 as amended.

Carried

f) Correspondence

Letter received from Minister of Environment regarding the proposed Terms of Reference, dated March 12, 2009.

2. Project Manager's Update (Appendix 2)

Motion to accept PM report.

Moved by: John MacLachlan
Seconded by: Kathy Parker

That the North Bay – Mattawa Source Protection Committee members accept the Project Manager's report of March 16, 2009.

Carried

Terms of Reference

The Terms of Reference needs to be amended to include consideration of the Great Lakes Agreements. Staff made the appropriate amendments and presented them to the committee for approval. The terms of reference must be resubmitted by March 31st, 2009. Discussions followed regarding the Great Lakes Agreements and what inclusion in the Terms of Reference means for our area. It was suggested that training for committee members on the Great Lakes Agreements might be useful.

Agricultural Working Group

The agricultural working group will be formed to include representation from all interested agricultural stakeholder groups such as

- Ontario Federation of Agriculture (OFA),
- Christian Farmers Federation of Ontario (CFFO)
- National Farmers Union (NFU), and
- others with agricultural interest not officially registered as farmers.

It is important for the agricultural community to get involved now during the technical studies so that they have a better understanding when it comes time for policy development. Maurice will attend the working group meetings and report back to the committee. A member of staff will also be present at the working group meetings to record proceedings and answer any questions arising.

Advisory committees will include agricultural representation where there is interest. The agricultural working group will choose whom to send to these meetings.

Action: Staff to work with Agricultural rep to form working group for agricultural stakeholders.

Formation of Advisory Committees

An example of a draft charter for working groups was provided to committee members for review. Discussions followed concerning amendments to the charter and how the advisory committee will function. Comments expressed during the meeting will be recorded in a table and the consultant will provide a written response as to how each comment was addressed. This table, along with the meeting minutes, will be provided to committee for review.

Communication advisor stressed that it is a long public consultation process. Public can have access to the report at any time and all will have the opportunity to comment.

MOE Liaison added that what we really want right now is local information for the Assessment Report. We don't want to talk about land use planning yet; that will be discussed down the road.

Action: Staff to produce Advisory Committee draft charter to committee for approval.

Dates for Public Meetings/SPC meetings to review technical studies are proposed as follows but these need to be coordinated with the consultants:

- Powassan – May 14, 2009, 7:00 p.m.
- Callander – May 19, 2009, 7:00 p.m.
- North Bay – May 27, 2009, 6:00 p.m.
- South River – June 3, 2009, 6:00 p.m.
- Mattawa – June 10, 2009, 6:00 p.m.

SPC Meeting Dates are proposed as follows but may need to be adjusted:

- April 22, 2009, 1:00 p.m., NBMCA
- May 27, 2009, 12:30 p.m., Average Joes prior to technical study presentation
- June 16, 2009, 9:00 a.m., NBMCA

3. Communications

a) 2009 Draft Communications Plan

Communications Advisor gave an overview of the 2009 Draft Communications Plan. Additional items may be added to the plan as opportunities or needs arise. Communications Advisor will add contact with landowners and businesses located in vulnerable areas to the communication plan. This will involve informing landowners that they are located within a vulnerable area and what that means. It was also suggested that target audiences also include businesses located within vulnerable areas and the transportation sector.

Motion to approve 2009 Communications Plan as amended.

Moved by: George Stivrins
Seconded by: Dennis MacDonald

That the 2009 Communications Plan be approved by the committee as amended.

Carried

b) Update from Agricultural Focus Session

The communications advisor updated the committee on the agricultural information session held on February 26th, 2009 and passed around an article covering the event from the Almaguin News.

c) Update on signage for vulnerable areas

The Communications Advisor presented the DWSP sign design to the committee. The DWSP sign wording was amended to "Report Spills" as opposed to "Spill Response".

Target date for installation of signs is still the end of May. A press release will be issued at that time.

Motion to accept DWSP sign as amended.

Moved by: Dennis MacDonald
Seconded by: Kathy Parker

That the DWSP sign design be accepted by the committee as amended.

Carried

4. NEXT MEETING to be held April 22, 2009, or at the call of the Chair

5. Adjourn

Meeting adjourned at 11:50 pm.

Moved by: Maurice Schlosser
Seconded by: Dennis MacDonald

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE THIRTEENTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE**

1:00 PM, April 22, 2009

Held at North Bay – Mattawa Conservation Authority, 15 Janey Ave, North Bay

1. Administration

a) Meeting called to order @ 1:04 by Chair, Barbara Groves.

b) Attendance

Present:

Barbara Groves, Chair	George Onley	Kathy Parker
Dennis MacDonald	Ian Kilgour (1:20 – 2:30)	Maurice Schlosser
George Stivrins	John MacLachlan	Roy Warriner

Liaisons: Maeve McHugh (MOE), Peter Jekel (NBPSDHU)

Source Protection Staff:

Sue Miller, Project Manager, NBMCA
Kristen Green, Water Resources Specialist, NBMCA

Absent/Regrets: Lucy Emmott (SPC)

Guests: Larry Moore, OCWA

Doug Walsh, MOE

Don Clysdale, Callander Sustainable Community Committee

Robert Kidd, Callander Sustainable Community Committee

c) No declarations of pecuniary interest declared.

d) Approval of Agenda

Moved by: George Onley

Seconded by: Dennis MacDonald

That the North Bay – Mattawa Source Protection Committee members adopt the meeting agenda as circulated.

Carried

e) Approval of March 17, 2009 Minutes

Section 2, SPC meeting dates, was amended so that the date reads June 16th at 9:00 a.m. instead of 9:00 p.m.

Moved by: Dennis MacDonald

Seconded by: John MacLachlan

That the North Bay – Mattawa Source Protection Committee members adopt the meeting minutes of March 17, 2009 as amended.

Carried

f) Correspondence

None

2.OCWA Presentation

Sue introduced Larry Moore from the Ontario Clean Water Agency. Larry Moore presented an overview of waste water and water treatment in the source protection area. He also discussed blue green algae and the implications of nutrient enrichment on source water and water treatment.

3. Highlights of Sudbury Technical Training session

Training deferred until a later date. MOE will be conducting threats training in the near future.

4. Assessment Report Table of Contents

Sue presented a draft of the assessment report table of contents and discussed the layout. The table of contents is formatted so that municipalities can easily pull out information relevant to their drinking water system. The table of contents needs to be amended to include consideration for Great Lakes agreements.

Motion to approve draft table of contents as amended.

Moved by: George Stivrins
Seconded by: Dennis MacDonald

That the North Bay – Mattawa Source Protection Committee members approve the draft assessment report table of contents as amended.

Carried

5. Project Manager's Update

a) Technical study update

Sue updated the committee on the status of the technical studies.

We are in receipt of the draft report for the South River intake. This report will be reviewed by the South River Advisory Committee on April 29th at 10:00 a.m. in the South River council chambers.

The Callander draft report has not been received but is expected shortly. The committee decided to reschedule the advisory committee meeting planned for Friday April 24th so that the advisory committee would have adequate time to review the report prior to the meeting.

Action: Kristen to reschedule the Callander Advisory Committee meeting.

The consultant working on the Powassan study has revealed that under normal pumping conditions the municipal wells are not drawing on surface water from the creek and therefore are not GUDI. If the wells are pumped at very high levels, like those used in the original pumping tests, then water will be drawn from the creek. The consultant will provide the municipality with an operating range for the wells so that surface water will not be drawn from the creek.

b) Advisory Committee Formation

Membership on the Advisory Committees for the Callander and Village of South River Technical Studies was reviewed by the committee.

Ron Blackall and Kim Kitchen, both community residents, and Michel Champagne, OFA, will be invited to participate on the Callander advisory committee.

Action: Kristen to invite additional members to the next Callander advisory committee meeting.

The Town of Mattawa does not see a need at this time to expand the advisory group in Mattawa beyond the existing steering committee.

c) Advisory Committee Charter

A draft of the advisory committee charter was provided to committee members for review. Amendments were directed and the charter was then approved.

6. New business

Kathy raised some questions regarding the South River technical study. These questions will be discussed at the South River Advisory Committee meeting on April 29th.

Included in the meeting package was a technical bulletin on transportation corridors threats. Dennis would like to see this as an agenda item at the next meeting.

7. NEXT MEETING to be held May 19th, 2009 at 1:00 p.m. , or at the call of the Chair

8. Adjourn

Meeting adjourned at 4:00 pm.

Moved by: John MacLachlan
Seconded by: Maurice Schlosser

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE FOURTEENTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE
1:00 PM, May 26, 2009
Held at the Callander Community Centre, 1984 Swale St., Callander**

1. Administration

a) Meeting called to order @ 1:19 by Chair, Barbara Groves.

b) Attendance

Present:

Barbara Groves, Chair	Ian Kilgour	Maurice Schlosser
Dennis MacDonald	John MacLachlan	Roy Warriner
George Stivrins	Kathy Parker	
George Onley		

Source Protection Staff:

Sue Miller, Project Manager (PM), NBMCA
Kristen Green, Water Resources Specialist, NBMCA
Bronya Cuddy-Gregg, Communications Advisor

Absent/Regrets: Lucy Emmott (SPC), Maeve McHugh (MOE), Peter Jekel (NBPSDHU)

c) Declarations of pecuniary interest declared.

George Stivrins declared pecuniary interest regarding the Chief Commanda being included as a potential threat in the Callander Surface Water Vulnerability Study.

d) Approval of Agenda

Moved by: Dennis MacDonald
Seconded by: George Onley

That the North Bay – Mattawa Source Protection Committee members adopt the meeting agenda as circulated.

Carried

e) Approval of April 22, 2009 Minutes

Moved by: Maurice Schlosser
Seconded by: Kathy Parker

That the North Bay – Mattawa Source Protection Committee members adopt the meeting minutes of April 22, 2009.

Carried

f) Correspondence

None

2. Project Manager's Update

a) Approval of Terms of Reference

The terms of reference has been approved by the Minister. It was posted on the Environmental Bill of Rights Registry on May 11, 2009, which sets the due date for the Assessment Report for May 11, 2010.

b) Technical Study Update

The PM provided an update on the technical studies. A draft report has been received for the Powassan groundwater system. The wells in Powassan will not be classified as GUDI in the assessment report, as per discussions with the MOE. After completing the modelling the consultant revealed that under current pumping conditions the wells are not drawing on surface water from the creek. If the wells are pumped at very high levels, like those used during the original pumping test, then surface water will be drawn in. The Powassan Advisory Committee met on May 19th to review the report.

Reports have yet to be received for North Bay or Mattawa but are expected shortly.

Action: Sue to get confirmation from MOE that the Powassan wells should not be considered GUDI in the Assessment Report.

c) Advisory Committee Meeting Minutes

Advisory Committee meeting minutes for South River and Callander were provided to committee members for review. There were no questions arising.

d) Upcoming Meeting Schedule

Dates have not been confirmed but are tentatively scheduled. South River has been postponed until further notice.

Tentative meeting schedule:

Powassan SPC/Public Presentation –	June 10 th , 7:00 p.m.
Mattawa SPC/Public Presentation –	June 17 th , 6:00 p.m.
North Bay SPC/Public Presentation –	June 22 nd , 7:00 p.m.
SPC Meeting –	June 23 rd , 1:00 p.m.
South River SPC/Public Presentation –	To be determined.

John MacLachlan will not be able to attend the June 22nd or 23rd meetings.

3. Addressing Transportation Threats

Discussions followed regarding how to deal with transportation corridors. The committee agreed that the best way to address transportation corridors was through municipal emergency response plans. Each municipality needs to be made aware of where the vulnerable areas are to ensure that the emergency response plans adequately address these areas. The committee will request a follow up letter from each municipality to include in the assessment report to verify that emergency response plans are in place to address any spills within the vulnerable areas.

The SPC will not be requesting any action be taken from the transportation sector at this time.

Action: Staff to get copies of the municipal emergency response plans.

Action: Staff to draft a letter to municipalities to advise them of where the vulnerable areas are so that their emergency response plans can consider these areas.

4. Source Protection Planning Workbook and Threats Training

No questions arose from the workbook. The chair added that a copy of the planning workbook be provided to the committee because it is good background material for the committee to read before we get into our own planning stage.

The PM went through the threats training slides provided by MOE from the December 2008 training session and answered any questions arising. The PM went on to discuss the groundwater study in Powassan and did a quick overview of the Wellhead Protection Area, the Intrinsic Susceptibility Index and the Vulnerability Scoring.

5. New business

A watershed tour of areas of interest in Callander guided by the consultant from Aecom would follow the meeting at 4:00 p.m. The consultant's presentation of the draft report to the SPC and interested members of the public would then begin at 7:00 p.m.

6. NEXT MEETING to be held on June 10th, 2009 at 7:00 p.m., in Powassan.

7. Adjourn

Meeting adjourned at 3:35 pm.

Moved by: Roy Warriner
Seconded by: John MacLachlan

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE FIFTEENTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE**

7:00 PM, May 26, 2009

Held at the Callander Community Centre, 1984 Swale St., Callander

1. Administration

a) Meeting called to order @ 7:00 by Chair, Barbara Groves.

b) Attendance

Present:

Barbara Groves, Chair	George Onley	Liaisons: Maeve McHugh (MOE)
Dennis MacDonald	Ian Kilgour	Sue Miller, Project Manager, NBMCA
George Stivrins	John MacLachlan	Kristen Green, Water Resources Specialist, NBMCA
Kathy Parker	Lucy Emmott	Bronya Cuddy-Gregg, Communications Advisor
Maurice Schlosser	Roy Warriner	Tammy Karst-Riddoch, Aecom
16 members of the public		

Absent/Regrets: Peter Jekel (NBPSDHU)

2. Introductions

The Chair welcomed everyone to the meeting and introduced the Source Protection Committee, liaisons, staff and advisory committee members.

3. Municipality of Callander Drinking Water Source Protection Draft Report

The Chair introduced Tammy Karst-Riddoch from Aecom. Tammy has been working on the source protection study for the Municipality of Callander. Tammy presented the committee with a summary of the draft source protection study for Callander. She provided an overview of the intake protection zone delineations and the vulnerability scoring for each zone. She went on to discuss the issues identification and threats evaluation. Twenty-five significant threats have been recorded in Intake Protection Zone 1. All threats are associated with pathogen threats from septic systems. Tammy would like input from the committee and the public on any issues and threats that may have been overlooked.

4. NEXT MEETING to be held on June 10th, 2009 at 7:00 p.m., in Powassan.

5. Adjourn

Meeting adjourned at 9:15 p.m.

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE SIXTEENTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE
7:00 PM, June 10, 2009
Held at the South Himsforth Community Centre, Powassan**

1. Administration

a) Meeting called to order @ 7:30 p.m. by Chair, Barbara Groves.

b) Attendance

Present:

Barbara Groves, Chair
Dennis MacDonald
George Stivrins

George Onley
John MacLachlan
Kathy Parker

Maurice Schlosser
Roy Warriner

Liaisons: Maeve McHugh (MOE)

Source Protection Staff: Sue Miller, Project Manager, NBMCA
Kristen Green, Water Resources Specialist, NBMCA
Bronya Cuddy-Gregg, Communications Advisor

Other: Peter Richards, Waters Environmental Geosciences Ltd.
13 members of the public

Absent/Regrets: Lucy Emmott (SPC), Ian Kilgour (SPC), Peter Jekel (NBPSDHU)

2. Introductions

The Chair welcomed everyone to the meeting and introduced the Source Protection Committee, liaisons, staff and advisory committee members.

3. Municipality of Powassan Drinking Water Source Protection Report

The Chair introduced Peter Richards from Waters Environmental Geosciences Ltd. Peter Richards presented the committee with an overview of the source protection study for Powassan. Peter summarized the Powassan well system including well construction, geology, water quality, and water use trends. The Wellhead Protection Area (WHPA) delineations were presented along with the vulnerability scoring for each zone.

The issues identification and threats evaluation revealed 112 threats in the wellhead protection area, of which only one is considered potentially significant. This threat is located in WHPA-A and is associated with the application of pesticide along the highway corridor.

The wells are not being considered as GUDI wells for this assessment. Modelling shows that the wells will not pull water from the creek unless pumped at very high rates, like those used during the original pumping tests. It is unlikely that the wells will ever be pumped at such high rates. Modelling also demonstrated that water cannot be pulled from the lagoons and thus the lagoons have not been identified as a threat to the drinking water supply. Discussions followed on how to deal with transportation corridors, as they are not on the prescribed list of drinking water threats.

Peter would like input from the committee and the public on any issues and threats that may have been overlooked.

4. NEXT MEETING to be held on June 17th, 2009 at 7:00 p.m., in Mattawa.

5. Adjourn

Meeting adjourned at 9:15 p.m.

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE SIXTEENTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE**

7:00 PM, June 17, 2009

Held at the Mattawa Municipal Office, 160 Water St., Mattawa

1. Administration

a) Meeting called to order @ 7:05 p.m. by Chair, Barbara Groves.

b) Attendance

Present:

Barbara Groves, Chair

John MacLachlan

Roy Warriner

Dennis MacDonald

Kathy Parker

George Stivrins

Absents Regrets: Maeve McHugh (MOE), Peter Jekel (NBPSDHU), Lucy Emmott (SPC), Ian Kilgour (SPC), Maurice Schlosser (SPC)

Source Protection Staff:

Sue Miller, Project Manager, NBMCA

Kristen Green, Water Resources Specialist, NBMCA

Bronya Cuddy-Gregg, Communications Advisor

Other: Peter Richards, Waters Environmental Geosciences Ltd.

2. Introductions

Sue Miller gave a quick overview of source protection planning and introduced the source protection committee.

3. Mattawa Source Protection Technical Study

Sue Miller introduced Peter Richards from Waters Environmental Geosciences Ltd. Peter presented the committee with an overview of the source protection study for Mattawa. Peter summarized the Mattawa well system including well construction, geology, water quality, and water use trends. The Wellhead Protection Area (WHPA) delineations were presented along with the vulnerability scoring for each zone.

There are no issues for the Mattawa municipal well supply. The threats evaluation catalogued 65 threats in the wellhead protection area, of which none are considered potentially significant. If septic systems exist in either WHPA-A or WHPA-B, then they would be considered a significant threat. This is a data gap because information on septic systems is unavailable.

Peter would like input from the committee and the public on any issues and threats that may have been overlooked.

Why aren't the wellhead protection areas in circles? – because there is groundwater flow towards the river. If there was no groundwater flow then they would be circles.

Are you comfortable with the fact that there is no available data? – Will get to that later in the presentation. Have identified it as a data gap and it comes into play in the uncertainty analysis. It comes down to do you want to spend money on something that won't change the results that much or should you spend money on protecting the aquifer.

Is anecdotal information valuable – all residents use to rely on dug wells. Lot's of water. Some wells do still exist but not sure where. Would be valuable to know where. It's all valuable information. f septic systems exist in WHPA A or B then we would have a significant threat – data gap!

4. NEXT MEETING to be held on June 23th, 2009 at 7:00 p.m. , at the North Bay Public Library

5. Adjourn

Meeting adjourned at 8:20 pm.

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE EIGHTEENTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE**

6:30 PM, JUNE 23, 2009

Held at the North Bay Public Library, 271 Worthington St. E., North Bay

1. Administration

a) Meeting called to order @ 6:40 by Chair, Barbara Groves.

b) Attendance

Source Protection Committee	NBMCA Staff	Other
Barbara Groves, Chair	Brian Tayler, General Manager	Tammy Karst-Riddoch, Aecom
Lucy Emmott	Sue Miller, Project Manager	9 members of the public
Ian Kilgour	Kristen Green, Water Resources Specialist	
Dennis MacDonald	Bronya Cuddy-Gregg, Communications Advisor	Regrets:
George Onley		Peter Jekel (NBPSDHU);
Kathy Parker		John MacLachlan (SPC);
Maurice Schlosser		Maeve McHugh (MOE Liaison)
George Stivrins		
Roy Warriner		

2. Welcome and Introductions

The Chair welcomed everyone to the meeting and introduced the Source Protection Committee, staff and the consultant.

3. Watershed Summary

Brian Tayler gave a brief history of watershed management within the Trout Lake watershed. While Municipal Drinking Water Source Protection Planning is focused on the City's water intake, broader watershed management activities have been coordinated between all lake stakeholders for more than 25 years. Trout Lake has benefitted from a long history of pro-active program of watershed management that has resulted in excellent water quality resulting in a variety of social, environmental and economic benefits.

4. Drinking Water Source Protection Overview

Sue Miller gave an overview of the drinking water source protection planning process and outlined the major stages which include: creating the source protection structure; preparing the Assessment Report; preparing the Source Protection Plan and, implementing the source protection plan. She also presented targeted timelines for completion of the source protection plan.

5. City of North Bay Drinking Water Source Protection Study

Tammy Karst-Riddoch from Aecom has been working on the source protection study for the City of North Bay since 2006. Tammy presented the committee with a summary of the draft source protection study for the city. She provided an overview of the intake protection zone delineations and the vulnerability scoring for each zone. She went on to discuss the issues identification and threats evaluation. Two drinking water issues were identified for the North Bay intake, turbidity and 2,4-dichlorophenol. No significant threats have been found within the North Bay Intake Protection Zone. Work is underway to classify moderate and low threats. Tammy would like input from the committee and the public on any issues and threats that may have been overlooked.

6. NEXT MEETING to be held on June 25th, 2009 at 9:00 a.m., at the North Bay – Mattawa Conservation Authority.

7. Adjourn

Meeting adjourned at 8:30 p.m.

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE NINETEENTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE
9:00 AM, June 25, 2009
Held at the NBMCA Boardroom, 15 Janey Ave, North Bay**

1. Administration

a) Meeting called to order @ 9:00 am by Chair, Barbara Groves.

b) Attendance

S P C	Staff and Liaisons	Regrets
Barbara Groves, Chair	Sue Miller, Manager DWSP	Ian Kilgour (SPC)
Lucy Emmott	Kristen Green, Water Resources Specialist DWSP	John MacLachlan (SPC)
Dennis MacDonald	Bronya Cuddy-Gregg, NBMCA Communications Advisor	
George Onley	Heather Malcomson (attending for MOE Liaison)	
Maurice Schlosser	Chuck Poltz (sub. for NBDHU Liaison)	
George Stivrins		
Roy Warriner		

c) Declarations of pecuniary interest declared. - None

d) Approval of Agenda

Motion to Approve the Agenda with amendment to include address to the SPC by Phillip Penna was made by Dennis MacDonald, seconded by Kathy Parker.

Carried

e) Approval of May 26, 2009 Minutes

Motion to approve the Minutes of the SPC Meeting dated May 26, 2009 was made by Kathy Parker and seconded by Maurice Schlosser.

Carried

f) Correspondence

A cover letter was received from Ian Smith, Director, Source Protection Programs Branch, Ministry of Environment dated June 1, 2009 for the document Source Protection Plans Under the Clean Water Act, 2006. A Discussion Paper for the Development of Future Regulations on Source Protection Plans, made under the Clean Water Act, 2006. There were no questions arising.

2. Phillip Penna

Mr. Penna is a resident of the Ski Club Road area of North Bay who presented some concerns he has to the Source Protection Committee regarding threats to water quality in Delaney Bay. A summary of the presentation prepared by Mr. Penna may be obtained by contacting the North Bay-Mattawa Conservation Authority.

3. Environmental Farm Plan

PM discussed the opportunity to sponsor a workshop on how to prepare an Environmental Farm Plan for interested area farmers, SPC members, and program staff. Such workshops are intended to improve compliance with the Nutrient Management Act. It was suggested that further discussion await the availability of SPC member John MacLachlan who is quite knowledgeable about the program.

4. Municipal Technical Studies and Project Manager's Update

- a) **South River:** Presentation of the draft technical study was made to the working group; peer review identified a number of concerns – currently awaiting response from the consultants. Presentation to the SPC and public of a revised report has been postponed until further notice.
- b) **Powassan Tech study:** The consultant's analysis of the vulnerability of the municipal wells included development of a model of groundwater flow to the wells. The results indicated that neither well is GUDI (groundwater under direct influence). However it has been recommended that the municipality implement a program to analyze the raw water chemistry; such data would be valuable in better understanding the source. The municipality has been informed and is amenable.

Peter Steele, a resident on Stillars Road, raised some issues regarding activities occurring near his home but the property in question is quite far removed from the area of study and the wellhead protection area.

- c) **Mattawa:** Remaining data gaps include the fact that the municipality cannot absolutely rule out the existence of septic systems in the area although there has never been any indication of contamination in the raw water and residents have been paying sewage treatment charges since installation of the lines over forty years ago.
- d) **Callander:** No discussion.
- e) **North Bay:** The new Drinking Water Treatment Plant which uses membrane filtration will address any previous raw water quality concerns. There was concern expressed about low attendance at the public meeting at the library and a suggestion that future events could be promoted using a poster on the bulletin board there. The intense schedule of SPC and public meetings over the last eight weeks has demanded full attention from staff.

5. Source Protection Planning Discussion Paper and Dry-run Exercise

The Source Protection Planning discussion paper is to be released on Friday, June 26. The Ministry of Environment has requested that SP Committees each undertake a dry-run exercise to try working with the intended provisions of the planning regulation and provide feedback on their experiences. The Committee will be notified

if an additional meeting is required. The discussion paper will be distributed to the Committee when it is received.

6. NEXT MEETING to be held on September 23rd, 2009 at 9:00 a.m., at the NBMCA.

7. Adjourn: Meeting adjourned at 1 PM on a motion by Dennis McDonald and seconded by Maurice Schlosser

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE TWENTIETH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE
1:00 PM, OCTOBER 14, 2009
Held at North Bay – Mattawa Conservation Authority, 15 Janey Ave, North Bay**

1. Administration

a) Meeting called to order @ 1:20pm by Chair, Barbara Groves.

b) Attendance

Source Protection Committee	NBMCA Staff & SPC Liasons	Regrets:
Barbara Groves, Chair	Sue Miller, Project Manager	Kathy Parker (SPC)
Lucy Emmott	Francis Gallo, Water Resources Specialist	George Stivrins (SPC)
Ian Kilgour	Sue Buckle, Communications Advisor	Peter Jekel (NBPSDHU)
Dennis MacDonald	Neil Gervais (MOE)	
John MacLachlan		
George Onley		
Maurice Schlosser		
Roy Warriner		

c) Approval of Agenda

Carried

d) Approval of Minutes

Minutes of June 17th and June 23rd approved. June 25th minutes are not yet available.

Carried

e) Correspondence – none

2. Project Manager's Updates

a) Site Visits to Businesses in IPZ-1's

Barbara Groves and Sue Miller met with business owners in the IPZ-1 for the City of North Bay intake in the spring of 2008 to discuss the opportunity to have an environmental consultant conduct a site visit of their business premises. The purpose would be to advise them of any practices apparent which could pose a threat to the municipal drinking water supply. Some months later several NBMCA staff and the consultant successfully completed Section 88 training which allows entry onto private property for the purpose of acquiring information pertinent to the completion of the Assessment Report or Source Protection Plan. NBMCA staff who received this training included Rob Palin, Sue Miller, Scott Higgins, and Kristen Green (currently on maternity leave).

Sue Miller will be sending a letter to each business operator (approximately six) in the North Bay IPZ-1 to remind them of their prior interest and advise that Wayne Marshall of Farrow Associates will be contacting them shortly to conduct the site visits.

At this time no businesses have been identified in the other municipalities but based on the Technical Studies, there should be business properties to inspect in Callander and South River.

With respect to septic systems in IPZ-1s, for the purposes of the Ontario Drinking Water Stewardship Program (ODWSP), qualifying households have been contacted to encourage them to apply for ODWSP funding for septic system inspections, replacements or upgrades if they feel their system might be faulty. North Bay is not participating in the program; they have had a septic re-inspection program in place for a number of years along with a septic tank pump-out bylaw.

b) Staff Changes/Updates

Sue Buckle will be replacing Bronya Cuddy-Gregg as Communications Advisor.

NBMCA underwent interviews for the Source Protection Planner position, and is currently going through references. NBMCA will hopefully choose to hire the planner within the next few days.

NBMCA is currently seeking a writer to assist with compiling the Assessment Report.

c) Copies of Minutes

There was a question concerning the time-frame requirements for SPC members to keep their hard copies of previous minutes. Sue Miller clarified that there are no requirements. Copies are retained by the NBMCA.

3. Callander Drinking Water Surveillance Program

The Municipality of Callander was offered the opportunity to participate in the Drinking Water Surveillance Program. As a result of the recent blue-green algae concerns, the Ministry of the Environment (MOE) is prepared to conduct water quality testing for microcystin LR (among other water quality parameters), and has arranged lab space/time for analysis. Analysis of samples at no cost was offered for September, October, and November when the chances of detecting the toxin are greatest. However, council has not yet approved participation.

At this time the only justification for identifying blue-green as an issue is to verify presence of the toxin microcystin. Sue Miller explained that AECOM consultant Tammy Karst-Riddoch would prefer to use the relative abundance or biomass of algae as an indicator of the risk of microcystin. This is due to the difficulty of detecting the toxin and the fact that it can either form or disappear quite quickly.

Sue Miller was asked to contact Jeff Celentano CAO/Clerk of Callander to see if and when Callander council might approve participation in the water quality testing program.

4. International Plowing Match and Rural Expo

During the week of Sept 22-26 NBMCA had a booth at the International Plowing Match and Rural Expo in Earlton, with the overall goal of increasing awareness of the Drinking Water Source Protection (DWSP) program among northern municipalities who are not members of a conservation authority. Such communities may eventually become included in source protection planning under the Clean Water Act. A map was presented showing the origins of visitors from across the province and indicated significant numbers from the target areas.

5. Municipal Drinking Water Signs

Sue Buckle provided an update on the signs for municipal drinking water wellhead protection areas. The wording on the Nickel District Conservation Area "Ours to Protect" should help the public relate to the goal. The NBMCA logo and spill contact number will also be included. Cost is estimated at \$50 per sign. Locations need to be verified as there are restrictions along provincial highways. Ian Kilgour suggested putting the signs on existing poles to reduce the risk of vandalism, and contacting Joe Germano of Public Works to advise him of the initiative.

Input was solicited as to whether the signs should be bilingual or English only. The response was mixed. Municipalities will be consulted to see what language option they prefer.

Another consideration was whether the signs should be reflective or non-reflective. It is expected that only Powassan would have a sign along a provincial highway.

6. Source Protection Plan Dry Run Exercise

Last month SPC members attempted a planning dry-run exercise to help evaluate the principals of the proposed regulation. Lessons learned in trying to develop policies included the need to maintain focus on the threat and to remember that it is the threatening activity that must be considered not the property use. For example, if considering a gas station, the principal threat comes from fuel handling and storage.

Discussion brought about a reminder that regardless of whether an existing activity is actually polluting or not, if it is classified as a significant threat, policies must be developed to address the threat.

SPC members briefly discussed the compilation of the results from all CA's dry run exercises which was provided by MOE.

7. Assessment Report

a) Updates: Sue Miller stated that she will send the updated version of compiling an Assessment Report to SPC. Other updates included:

- i. Septic systems in Mattawa – Although the municipality cannot absolutely ascertain that everyone has hooked up to municipal services, since there has never been any indication otherwise, no further action will be taken.

- ii. South River IPZ-1 will now extend to the causeway. The intake is approximately 100m upstream of the causeway. The decision was made to delineate the IPZ as in a lake, with a 1km buffer around the intake; the narrow constriction at the causeway is like a river outlet. A date for presentation of the revised **report to the SPC and public is proposed for Thursday October 29th, 2009 at 6:30pm in South River's municipal office pending confirmation with the consultant.** Available SPC members include: Dennis MacDonald, George Onley, Ian Kilgour, Maurice Schlosser, John MacLachlan, Neil Gervais, and Kathy Parker. May be available: Lucy Emmott, Roy Warriner. Have not heard from: George Stivrins (absent).
 - iii. Trout Creek – The technical study on the Trout Creek's well cluster is in progress. The consultant is confident that it can be finished in time to be put into the Assessment Report, but his work did not begin until September. Further, it should be noted that this is the first study of its kind and so technical guidance is lacking.
 - iv. Callander Bay – internal comments on the draft Paleolimnology study for Callander Bay have been sent, and NBMCA is expecting the final report soon.
 - v. Great Lakes Agreement – concern was raised on if the Assessment Report will include this. Under the Assessment Report content checklist, it is requirement #142. Because North Bay draws its drinking water from Trout Lake and discards into Lake Nipissing, this constitutes an inter-basin transfer and has to be commented on. For Mattawa and Powassan, there are no Great Lakes Agreement issues.
- b) Timeline: The target date for public release of the Assessment Report is Jan 19th, 2010 or up to two weeks later.

- i. South River is the last of the municipal technical studies and should be presented before the end of October. Several water budget studies are still awaiting either completion or peer review. All are expected to be complete before year-end.
- ii. The watershed characterization has been completed some time ago, but needs to be summarized for the Assessment Report. It is anticipated that a writer will be contracted to assist with compilation of the Assessment Report. MOE has supplied a checklist of requirements.
- iii. The Assessment Report is being organized to make it easy for people to find information related to a specific system or location of interest. This may lead to some repetition of explanatory information among various sections but the end product should be more user-friendly. The information must still be technically correct and complete.
- iv. SPC members expressed concern over the need to review an excessive amount of technical material in a relatively short time. Staff were directed to provide sections for review as they were completed.

The following target meeting dates were proposed:

- November 25th, 2009: 1:00 - 4:00pm in NBMCA boardroom
- December 9th, 2009:
- January 13th, 2010:

There will be an opportunity to make corrections following the first public consultation period.

The Assessment Report must be available online and a hardcopy must be made reasonably available to the public. Current plans are to place a copy of the report at municipal offices and some libraries.

8. Other Updates

The new North Bay water treatment facility should be hooked-up and running by this time next month.

9. Next regular SPC Meeting to be held on November 25th, 2009 at 1:00pm in NBMCA boardroom.

Following the meeting, there will be a meet and greet with the Source Protection Authority board members at 5 p.m. in the Natural Classroom. Dinner will be served.

The SPA meeting will follow from 6:00 pm-7:00 pm and an overview on the findings of the technical studies and progress on the Assessment Report will be presented.

Pending confirmation with the consultant, the SPC will meet in the Village of South to receive the South River draft technical report on **Thursday October 29th, 2009 at 6:30pm in South River's council office.**

Other tentative meetings to discuss the Assessment Report include:

- December 9th, 2009
- January 13th, 2010

10. Adjourn

Meeting adjourned at 3:40 pm.

Moved by: George Onley
Seconded by: John MacLachlan

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE TWENTY-FIRST MEETING OF THE NORTH BAY – MATTAWA
SOURCE PROTECTION COMMITTEE
6:30 PM THURSDAY, OCTOBER 29, 2009
HELD AT THE VILLAGE OF SOUTH RIVER MUNICIPAL OFFICE**

1. ADMINISTRATION

- Meeting called to order at 6:30 PM, by Sue Miller
- Encourages members of the public to sign in so that they may receive notice and provide comment in future phases, especially for the Assessment Report

Source Protection Committee	NBMCA Staff and Other	Regrets
Barb Groves, Chair	Sue Miller, Project Manager	Lucy Emmott (SPC)
Dennis MacDonald	Scott Higgins, GIS Specialist	Ian Kilgour (SPC)
John MacLachlan	Sue Buckle, Communications Advisor	Kathy Parker (SPC)
George Onley	Rob Pringle, Source Protection Planner	Francis Gallo (NBMCA)
Maurice Schlosser	Neil Gervais (MOE)	Peter Jekel (NBPSDHU)
George Stivrins	Tammy Karst-Riddoch (Aecom)	
Roy Warriner	15 members of the public	

2. INTRODUCTION

Sue Miller, Manager Source Water Protection at NBMCA, introduces Conservation staff and Barb Groves, Chair of the Source Protection Committee (SPC). Barb Groves introduces members of the SPC, and reinforces the purpose of the SPC to serve the public throughout the process, hence the public consultation session. Barb requested that feedback be made throughout the evening and as specified afterwards.

3. DWSP OVERVIEW

Sue Miller provided a succinct background message to members of the community to educate them on the Drinking Water Source Protection process. This presentation focuses on the need to protect water resources from contamination from existing and potential threats. The process includes a number of steps which provide guidance, history, projection, and finally planning. This public consultation session forms a review of the history and projection.

Sue emphasized the conditions which are working in South River’s favour so far: a vast quantity of water which runs through a widely unpopulated natural area. South River’s major concerns would be activity closest to the town and drinking water system intake.

Special mention was made to relevant aspects of the Ontario-wide program:

- Process includes only Municipal Drinking Water Systems, but manages to cover 90% or more of Ontario's population.
- Ministry control of approvals for the AR and Plan, thus it is made equitable and effective – stakeholder comments are treated fairly and are processed appropriately.
- Funding to upgrade Septic Systems which are failing or substandard may be available from the Province through the CA on a first-come/first-served basis subject to available grant funds and the location near specified zones.

4. PRESENTATION OF FINDINGS

Presentation made by Tammy Karst-Riddoch, AECOM Consulting. The focus of the presentation was put on the contents of the Municipal Technical Study report, which was made available to the SPC and the public at the meeting. The key findings are as follows:

- There are no significant water *quantity* issues identified.
- Water *quality* issues, especially pathogens, are being managed by Drinking Water Treatment Plant systems.
- Based on the Prescribed lists of 19 Activities from (O.Reg 287/07) which may constitute threats to water quality, a list of 239 Significant *Potential* Threats within the most vulnerable Intake Protection Zone (IPZ-1, or 1 km over water and up to 120 m on shore from the intake point) was generated. These *potential* threats do not currently exist (based on field study), but may be useful in the generation of public policy to prevent source water contamination as the Source Protection Plan is created.
- Overall, the Municipal Drinking Water System for South River is in good health and has low vulnerability.

5. QUESTIONS ARISING DURING THE PRESENTATION:

- What is the water speed of the River/Reservoir?
 - o Addressed within the presentation at a later point than when the question was posed.
- Did the characterization of the water flow include periods of high flow, including spring run-off, and could that flow level cause a reverse flow from the North part of the reservoir to the South part, through the causeway?
 - o The flow rate through the causeway is pressurized from the overall flow through the watershed and is sufficient to continue a downstream flow even in bank-full conditions.
- Would it have been better in terms of water quality for the intake to have been located where the water is running faster in the North part of the reservoir and it is potentially deeper?
 - o Other concerns were present, including contaminants from a charcoal processing facility which affected only the North Reservoir. The quality of the water is still good, it just is different than areas where stratification (vertical separation of water based on cooling

at greater depths and mixing between layers) and faster flow occur.

- A drainage ditch, identified in IPZ-3, runs towards the train tracks and Highway 11, and has a high potential for contamination from these two sources. Is it possible that that ditch, which is man-made, be re-aligned away from those high traffic areas? Is that risk not being considered a valid issue within the risk assessment?
 - o The classification of IPZ-3 exists for that area not based on the presence of potential sources of contamination, but based on the time of travel for a contaminant to reach the intake. It would be more appropriate for the municipality to consider their own options for re-alignment of the drainage ditch, as the current situation is not classified as an issue or threat in the prescribed Rules. *Suggestion was made for municipal follow-up.*

- Clarification was sought as to the symbology for IPZ-3 and wetlands.
 - o The confusion over symbology has been noted as an issue with Ministry guidelines on map production, thus the clarification should be made when a wetland and IPZ-3 symbol may interact and create confusion.

- With regards to the over-land transmission of contaminants, what is the ability of soils to hold or transport contaminants?
 - o Soils slow the spread of contaminants best when there is less opportunity for infiltration. The buffer on land should be significant to prevent transmission to a watercourse until environmental clean-up occurs, even in the IPZ-1 area. Once a contaminant reaches the watercourse, it still responds to flow characteristics, and in the case of South River, the threat is low.

- What would be the threat classification of a substance such as sulphuric acid, which has in the past and may still be transported through the community on the rail systems? O. Reg 287/07 does not seem to have a classification for it.
 - o This concern has been noted and the consultant is intent on finding an answer to that issue.

- What consideration is given to the presence of fuel storage tanks which are old and have the potential to leak through and create spills?
 - o Every tank is being identified and treated, regardless of age, as having the potential to spill for whatever reason, including age. Accidents can cause spills and are rarely predictable, so we must consider all potential threats. In Policy creation phase, we may see requirements for soil testing and other inspections.

- If E. Coli bacterium are present in the source water, why is that not listed as a higher concern in the study?
 - o E. Coli and other identified pathogens in the source water are naturally occurring in levels far below Provincial Water Quality standards. The South River Water Treatment Facility effectively removes pathogens, and has the capacity to treat the water if the source levels of pathogens rise moderately.

- A potential issue has been identified by a concerned citizen. Approximately 400 railway ties have been stored for 3-4 weeks beside the auto service station and LCBO. Due to the recent weather patterns, rain has created pools of water in the area, which the citizen believes will promote leeching of contaminants. This location is near a drainage ditch which runs towards the IPZ-1 and is within or near the IPZ-3 . Citizen wants to know if this is a concern and how to have this blight removed.
 - o There is a low likelihood of contamination due to any leeching from this pile, due to the location away from the IPZ-1 and the presence of a number of existing buffers or barriers to spread of contamination. It is recommended that the citizen follow up with the Village Council, and perhaps to the Ministry of Environment
 - o * Communication was made to the SPC MOE Liason in the attempt to get feedback on the issue.

- The IPZ-1 crosses into Machar and unorganized Townships, how are those areas to be planned in the later parts of the process?
 - o Two options: the Village of South River could annex the land included in IPZ-1; or the planning is done through multiple plans, including a Ministry-approved plan for the unorganized portion.

6. COMMITTEE QUESTIONS:

- How many households within South River are on the Municipal System: 99%
- How is water consumption monitored? How are fees assessed?
 - o Bi-monthly user fee, no household consumption charges.
 - o Committee intends to show difference between total consumption in a smaller community without water usage monitoring versus a larger community with similar or slightly lower consumption which has household monitoring and pay-by-consumption fees.

7. CLOSING

Sue Miller provided an approximate timeline of future events, including the comment period for the meeting. Comments were requested to be submitted by Friday, November 6 to the Conservation Authority. The audience was informed that the Assessment Report draft presentation for public consultation should occur mid-January, 2010, with a consultation period lasting 30 days. Barb Groves thanked the guests for attending, and adjourned the meeting.

8. ADJOURNMENT

Meeting was adjourned at 8:04 pm.

Barbara Groves, Chair

Sue Miller, Project Manager

**MINUTES OF THE TWENTY-SECOND MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE**

1:30 PM, NOVEMBER 25, 2009

Held at the NBMCA Boardroom, 15 Janey Ave., North Bay

1. Administration

a) Meeting called to order @ 1:42 pm by Chair, Barbara Groves.

b) Attendance

S P C	Staff and Liaisons	Regrets
Barbara Groves, Chair	Sue Miller, Manager DWSP	George Stivrins (SPC)
Lucy Emmott	Rob Pringle, Source Protection Planner	Peter Jekel (NBDHU Liaison)
Ian Kilgour	Sue Buckle, Communications Advisor (3:20-3:50 pm)	
Dennis MacDonald	Francis Gallo, Water Resources Specialist (2:45-2:55; 3:50-4:30)	
John MacLachlan	Neil Gervais (MOE Liaison)	
George Onley		
Maurice Schlosser		
Roy Warriner		

c) Declaration of Pecuniary Interest – None

d) Approval of Agenda

Motion to Approve Agenda as Distributed made by George Onley, seconded by Dennis MacDonald.

Carried

e) Approval of Minutes of June 25, 2009 SPC Meeting

Members wanted to ensure that the certain acronyms were properly defined if being used in the minutes and suggested changes.

Discussion arose pertaining to the format and procedure of presentations to the committee, and the style of reporting of the content of such presentations. The committee reviewed the Rules of Procedure prior to amending the minutes of the June 25 meeting. Those changes will be made and circulated, and shall be re-evaluated at the December meeting of the committee.

f) Approval of Minutes of October 15, 2009 SPC Meeting

Motion to Approve Minutes as circulated made by Dennis MacDonald, seconded by John MacLachlan.

Carried

g) Approval of Minutes of October 29, 2009 South River Public Consultation Session

Motion to approve Minutes as circulated made by Maurice Schlosser, seconded by George Onley.

Carried

h) Correspondence

- An offer was received from **Bruce Davidson to present Walkerton: the Cost of Getting it Wrong**. The Committee agreed it would be beneficial to host such a public event to raise awareness during consultation on the Draft Assessment Report., Suggested venues included Nipissing University auditorium, North Bay City Hall, North Bay public library, or a school. Mr. Davidson is also willing to make a presentation to local high school students. The preferred timeframe would accommodate interested post-secondary students (late February or early March). Staff will develop a plan for the event and co-ordinate with the speaker and host facilities.

- **Kathy Parker, Letter of Resignation**

2. Project Manager's Report

With regards to the resignation of Kathy Parker, steps will be taken quickly to refill her position as a municipal representative. The Source Protection Authority (SPA) will be discussing the process at their next meeting. Names of nominees will be sought from member municipalities.

Business Site visits have begun in the IPZ-1 area of North Bay. The visits for Callander Bay will not proceed until the implications of the revised location of the intake have been considered. Business Owners will receive copies of the reports regarding activities on their own properties that could adversely affect municipal drinking water.

The implementation of Vulnerable Area signage will require the development of original artwork. The Communications Advisor came in later in the meeting to answer questions of Members.

3. Municipal Technical Study Findings Report

The findings of the completed technical studies were presented in a report to Members intended to explain the process of threats assessment. Identified threats direct the development of policies for the Source Protection Plan.

4. Additions to Draft Report for Late Acquired Information

Staff advised that information which is not ready for the Draft Assessment Report (AR) in time for the first phase of public consultation may be incorporated into the revised version for the second round of consultation. Should that be necessary, the public would be advised during the first round. The revised location for the Callander intake and the completion of the Trout Lake Well Cluster study may pose challenges for including all information into the Draft AR. Further revisions may of course be required by the Director (Ministry of Environment) prior to the development of the Source Protection Plan.

Revised delineation of the vulnerable areas for the Callander intake sparked discussion as to the best way to inform the public. The Communications Advisor suggested that a notice be published in local papers and copies sent to businesses and homes in the affected areas advising of the changes and soliciting feedback. If warranted an additional public meeting may be called to address issues.

Otherwise, public consultation for the Assessment Report will occur as required by legislation (minimum one session) or as the committee directs.

The project manager also relayed a recent decision by the MOE which will allow consideration of the incidence of blue-green algae in Callander Bay. The SPC may identify microcystin (the toxin that may occur in blue green algae) as an issue based on the confirmed presence of toxic blue green algae by MOE, and that would justify investigation of the contributing factors.

5. Review of Preliminary Assessment Report Chapters

- a) **Checklist requirements:** The Ministry is allowing each Authority the ability to provide the Assessment Report in a format which is suited to their local audience, but must meet the content requirements as set out in legislation. The Ministry has developed a checklist to ensure that all content requirements are met and assist in the review process.
- b) **Watershed Characterization:** minor revisions were requested to keep consistent with other studies and reports in the process. Peter Quinby has been retained to compile the report. Clarification was requested on the table of Reg. 170 Drinking Water Systems – as some information was outdated or incorrect or needed attention. Neil Gervais addressed the concerns and plans to assist technical staff with corrections.

6. New Business

It has been proposed that the next meeting of the Committee be held at the new North Bay Drinking Water Treatment Plant with a tour of the facility prior. Ian Kilgour is checking details and will advise staff. A light lunch would be provided at 12 noon.

The meeting date has been changed from December 9 to **Tuesday, December 15** to allow for more work to be completed on the draft Report for the Committee to review. The meeting will commence at **1:00 pm**, and the Committee may convene earlier if the aforementioned tour and facilities are available.

7. Adjourn

Meeting adjourned at 4:30 p.m.

Motion to adjourn by George Onley.

Carried

Barbara Groves, Chair

Sue Miller, Project Manager