

**MINUTES OF THE FORTY-EIGHTH MEETING OF THE
NORTH BAY-MATTAWA SOURCE PROTECTION COMMITTEE
9:30 am, THURSDAY, AUGUST 29, 2013**

Held at the North Bay-Mattawa CA Boardroom, 15 Janey Ave North Bay

1. Election of Acting Chair of SPC

a) Meeting called to order at 9:40am

b) Attendance

S P C	Staff and Liaisons
Roy Warriner	Brian Tayler, CAO of NBMCA
Lucy Emmott	Sue Miller, Manager DWSP
Dennis MacDonald	Kristen Green, Water Resources Specialist
George Stivrins	Julia Burke, Source Protection Specialist
Beverly Hillier	Dustin Kunkel, Source Protection Specialist
John MacLachlan	Neil Gervais, MOE Liaison (by phone 9:39am until 10:28 – lost signal)
George Onley	
Randy McLaren	Guests - None
Maurice Schlosser	Regrets - None

d) Declaration of Pecuniary Interest - none

c) Election of Acting Chair

Motion to have the Chief Administrative Officer of NBMC preside as Chair for the election of the Source Protection Committee Acting Chair as presented moved by Lucy Emmott, seconded by George Onley (Resolution 48-01). **Carried**

Motion to have Kristen Green and Dustin Kunkel appointed as scrutineers for the election of Officers as presented moved by John MacLachlan, seconded by Dennis MacDonald (Resolution 48-02). **Carried**

Dennis MacDonald, George Onley and John MacLachlan were nominated. George Onley declined the nomination.

Motion to close nominations for the position of Acting Chair as presented moved by George Onley, seconded by Lucy Emmott (Resolution 48-03). **Carried**

Following a vote of SPC Members by secret ballot, motion to appoint John MacLachlan as Acting Chair of the North Bay-Mattawa Source Protection Committee as presented moved by Maurice Schlosser, seconded by Beverly Hillier (Resolution 48-04). **Carried**

Motion to destroy the ballots used for the election of the Acting Chair as presented moved by George Onley, seconded by Dennis MacDonald (Resolution 48-05) **Carried**

2. Administration

a) Approval of Agenda

Motion to approve Agenda as presented moved by George Onley, seconded by Dennis MacDonald (Resolution 48-06). **Carried**

b) Approval of Minutes of July 16th 2012 SPC Meeting

Motion to approve Minutes as presented moved by Dennis MacDonald, seconded by Roy Warriner (Resolution 48-07). **Carried**

c) Correspondence

SPC Members and Project Manager were copied on a letter from former SPC Chair, Barbara Groves, to the Director of Source Protection Programs Branch advising that Ms. Groves would not be applying for the SPC Chair position.

Motion to send letter on behalf of the SPC committee thanking Barbara Groves for her commitment, dedication and service to Drinking Water Source Protection moved by George Stivrins, seconded by Lucy Emmott (Resolution 48-08). **Carried**

d) Project Manager's Report

The Project Manager clarified that municipalities were unanimous in their desire for the SPC to reconsider policies that currently require the establishment of a Risk management Office. She also reported that municipalities would appreciate the shared resources of a planner to draft example wording for Official Plan amendments and planning by-laws that would be required to implement the policies.

Motion to accept the Project Manager's Report as presented and append to the minutes of this meeting moved by Randy McLaren, seconded by Beverly Hillier (Resolution 48-09). **Carried**

e) MOE Liaison's Report

The MOE Liaison Officer, provided updates on the Ministry approval of SP Plans. Sudbury has already received their comments from MOE. He advised that the Minister's decision on the status of Trout Creek should be received along with MOE comments on the SP Plan in mid-September. He will provide a copy of his report to the SPC via e-mail on Tuesday September 3rd.

3. Source Protection Plan Review and Approval

The Project manager presented a possible process for the SPC to consider feedback on the proposed SP Plan from MOE Reviewers. It was suggested that staff could revise policies based on Reviewers Comments to facilitate consideration by the SPC. The MOE Liaison suggested that Sudbury staff could be contacted to share their process.

Motion to accept the proposed process for consideration of MOE comments and amendment of SP Plan be accepted and that it would provide the SPC with the original [policy] wording, comments received and proposed revisions as amended moved by Beverly Hillier, seconded by George Onley (Resolution 48-10) **Carried**

4. Phosphorus Threats Verification in Callander ICA

Kristen Green, Water Resources Specialist, and Dustin Kunkel, Source Protection Specialist, provided an update on the information gathered from site visits in the Callander Issue Contributing Area (ICA)

The Water Resources Specialist described the process of assessing prescribed threat activities related to phosphorus on managed lands within the ICA. Currently, they have visited approximately 50 managed land sites, which included agricultural sites and two golf courses. The Source Protection Specialist (D.K.) reported that many farmers were already using best management practices (BMPs) either voluntarily or as part of a Nutrient Management Plan. They also found that some managed lands could benefit from small changes. Generally landowners were very positive and were willing to discuss their practices.

Action item: A summary report from ICA site visits will be provided at the next meeting, expected in October.

Discussion:

- One member in contact with the agricultural community suggested that it was important to know where farmers are getting their information about BMPs and that the recent outreach efforts in the ICA have been well received in contrast to the angst that was created previously [by the official letters of notification that were sent out in the spring of 2012 when the draft of the SP Plan was being posted for comment].
- A member reported there was a strong odour from Callander Bay recently, presumably from an algae bloom.
- Clarification was requested regarding rain events and the possible relationship to phosphorus loading. The Project Manager and Water Resources Specialist described the current sampling regime in Callander Bay and NBMCA's collaboration with Nipissing University. With respect to the future use of information collected from the ICA site visits, staff advised that the findings would help support the ICA Education and Outreach Program required in SP Plan policy.

5. Update on Community-Based Social Marketing Workshop

Julia Burke, Source Protection Specialist, provided an overview of Community-Based Social Marketing (CBSM). The presentation will be appended to the minutes of this meeting.

Discussion:

- When asked why MOE would not fund the CBSM workshop, the Project Manager advised that it was deemed to be beyond the current scope of helping municipalities prepare for implementation.

6. New Business and Wrap-up

Implications of the proposed TransCanada Energy East pipeline for source protection were discussed.

The Transportation Representative would like to clarify if the pipeline would fall under the transportation or commercial sector. Staff responded that either representative could speak to concerns of industry. NBMCA staff is working to determine the role and jurisdiction of NBMCA in this process. TransCanada has said that the CA would be highly respected as a commenter for the NEB or an intervener, as would the SPC.

At the next meeting the SPC will likely discuss whether to apply to the director for the energy east pipeline to be considered a local threat. Pipelines have been included as a local threat in other SPAs.

Lucy Emmott found it troubling that the SPC had limited opportunity to consider a future potential threat. For example, transportation of radioactive material was proposed for consideration, but is not a prescribed activity and could not be added as a local threat because the activity does not already occur.

7. Next Meeting

The meeting will be determined based on when the final MOE comments are received. Thursdays are generally a good day.

8. Adjourn

Meeting adjourned at 11:05am on a motion by Dennis MacDonald

John MacLachlan, Acting Chair

Sue Miller, Project Manager

**NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE**

Resolution 48-01.

THAT the Chief Administrative Officer of NBMCA preside as Chair for the purpose of conducting the election of the Source Protection Committee Acting Chair.

Moved by: Lucy Emmott Seconded By: George Onley

CAO, Brian Tayler

Resolution 48-02.

THAT Kristen Green and Dustin Kunkel be appointed as Scrutineers for the election of Officers.

Moved by: John MacLachlan Seconded By: George Onley

CAO, Brian Tayler

Resolution 48-03.

THAT nominations for the position of Acting Chair be closed.

Moved by: George Onley Seconded By: Lucy Emmott

CAO, Brian Tayler

Resolution 48-04.

THAT in accordance with s. 12(2) of O.Reg. 288/07 and s. 3.10 of the Rules of Procedure of the North Bay-Mattawa Source Protection Committee, John MacLachlan be appointed to the position of Acting Chair of the North Bay-Mattawa Source Protection Committee until such time that the Minister of Environment makes his/her appointment to the position of Chair or circumstances require the appointment of a replacement for the Acting Chair.

Moved by: Maurice Schlosser Seconded By: Beverly Hillier

CAO, Brian Tayler

Resolution 48-05.

THAT the ballots used in the election of the Acting Chair be destroyed.

Moved by: George Onley

Seconded By: Dennis MacDonald

CAO, Brian Tayler

Resolution 48-06.

THAT the Agenda for the North Bay-Mattawa Source Protection Committee meeting for August 29th, 2013 be accepted:

- As amended:
- As presented.

Moved by: George Onley

Seconded By: Dennis MacDonald

Acting Chair, John MacLachlan

Resolution 48-07.

THAT the Minutes for the North Bay-Mattawa Source Protection Committee meeting for July 16th, 2012 be accepted:

- As amended:
- As presented.

Moved by: Dennis MacDonald

Seconded By: Roy Warriner

Acting Chair, John MacLachlan

Resolution 48-08.

Motion to send letter on behalf of the SPC committee to thank Barbara for her commitment, dedication and service to Drinking Water Source Protection

Moved by: George Stivrins Seconded By: Lucy Emmott

Acting Chair, John MacLachlan

Resolution 48-09.

THAT the Report of the Project Manager, August 29th, 2013 be accepted and appended to the minutes of this meeting.

- As amended:
- As presented.

Moved by: Randy McLaren Seconded By: Beverly Hillier

Acting Chair, John MacLachlan

Resolution 48-10.

THAT the proposed process for consideration of MOE comments and amendment of SP Plan be accepted and that it would provide the SPC with the original wording, comments received and proposed revisions:

- As amended:
- As presented.

Moved by: Beverly Hillier Seconded By: George Onley

Acting Chair, John MacLachlan

TO: The Chair and Members of the North Bay-Mattawa Source Protection Committee

ORIGIN: Sue Miller, Manager Source Water Protection

DATE: Thursday, August 22, 2013 (for meeting August 29)

SUBJECT: Project Manager's Report

BACKGROUND:

Updates on the Drinking Water Source Protection (DWSP) program are provided to the Source Protection Committee (SPC) at each meeting. Between December 2007 and August 2012, the SPC developed an approved Terms of reference and oversaw a science-based planning process to develop a Source Protection Plan in compliance with the Clean Water Act (2006), its Regulations and Technical Rules. Notification of approval of the Updated Assessment Report was received September 21, 2011. The proposed Source Protection Plan was submitted to the Minister of the Environment on August 20, 2012 and the SPC is still awaiting feedback on the review and approval process. The SP Plan is intended to protect the five municipal sources of drinking water in the North Bay-Mattawa Source Protection Area along with the cluster of residential wells in the Trout Creek town site.

The Source Protection Authority (SPA) is responsible for governance of the local project and ensuring compliance with applicable legislation. The North Bay-Mattawa Conservation Authority (NBMCA) administers the program and provides necessary resources according to an agreement with the SPA. To date, development of the SP Plan and preparations for its implementation have been funded 100% by the provincial government.

1. Expiration of Term of SPC Chair Appointment

The term of Barbara Groves' appointment as SPC expired on August 20, 2013 and the Public Appointments Secretariat is undertaking the process to fill the position. This is expected to take until November and the SPC is required to select an Acting Chair from its members in the interim. Brian Tayler, CAO of the NBMCA will chair the initial portion of the upcoming meeting to facilitate the election of the Acting Chair.

2. Ministry of Environment Review of Proposed SP Plan and SPC Consideration

On August 14, 2013, MOE reviewers discussed initial findings with the Project Manager. Reviewers were seeking clarification regarding certain policies and then provided suggestions. Reviewers wanted to ensure that policies were not more restrictive than

the SPC intended and that wording would be readily understood by implementing bodies. Additional feedback is expected by mid-September and staff has been told to expect an opportunity for further discussion prior to receiving official comments.

Action Item: Staff requires direction from the SPC on how to proceed. One option is that staff would revise policies incorporating MOE suggestions and then present these to the SPC for its consideration. This is item 3 on the draft agenda for the upcoming SPC meeting.

3. Status of Trout Creek – Consideration of Powassan Council’s Request to Withdraw

There has not yet been any word from the Ministry regarding Powassan’s request to withdraw Trout Creek from the program. Threat verification and mandatory maintenance inspections are on hold pending a decision, but we should not delay beyond mid-September.

3. Policies requiring a Risk Management Official (RMO)

A memo summarizing the limited use of Risk Management in the proposed SP Plan was submitted to MOE on April 8, 2013. It requested that the SPC be given the opportunity to reconsider the use of this tool. A response is expected as part of MOE review comments. This item would be on the agenda of the next meeting (early October).

4. Helping Municipalities Prepare for Implementation

Two meetings were held with municipalities in June. The first provided an overview of all of the policies in the SP Plan as proposed, solicited feedback from attendees on how staff could assist them prepare for implementation, and any challenges apparent. The second focused on the Callander ICA and included a high level introduction to Community-Based Social Marketing (CBSM). CBSM is the approach specified in the proposed SP Plan for education and outreach to reduce phosphorus loading in the ICA. The ICA municipal representatives will meet again in September to prepare a Terms of Reference for the ICA Advisory Group and determine that group’s composition.

Threats verification and understanding the tools specified by the SP Plan are both part of helping municipalities prepare for implementation. Dustin Kunkel and Julia Burke will be working as Source Protection Specialists until November 22, 2013 and March 31, 2014, respectively. Dustin is working with our Water Resources Specialist, Kristin Green, visiting properties in the Callander ICA to identify activities and landscape features that may contribute to phosphorus loading. Dustin and Kristin will provide an update to the SPC on their progress and findings at the upcoming meeting.

Julia is working on several projects including administrative assistance, website revisions and preparations for a workshop on Community-Based Social Marketing. The workshop is being funded by the NBMCA as it has benefits to the member municipalities beyond Source Protection. It will be open also to environmental groups in the area and to representatives of northern Ontario Conservation Authorities. SPC members are welcome to attend and should advise Julia of their interest. Julia will make a brief presentation about CBSM and the workshop at this SPC meeting.

5. Emerging Issue – EnergyEast Proposed Pipeline Conversion

There has been substantial local reaction to the proposal by TransCanada to convert one of its natural gas pipelines to transport diluted bitumen from Alberta to the east coast for processing and/or export. Although the pipeline passes through the North Bay IPZ-3 at several locations in the Trout Lake watershed, this was not evaluated in our Assessment Report because it was not anticipated at the time. Staff members are currently investigating the implications to be able to advise the NBMCA Board and the SPC. An option for the SPC is to request that the Director of Source Protection Programs Branch allow the SPC to evaluate pipeline transport of diluted bitumen as a local threat. Event-based modeling could consider an extreme event such as a break occurring during a severe storm.

If modeling revealed that the pipeline posed a significant threat, the SPC could include appropriate policies in the SP Plan to reduce the risk posed.

SPC consideration of this issue could be included at the next meeting, expected in early October.

RECOMMENDED RESOLUTIONS

That the Report of the Project Manager, August 22, 2013 be accepted and appended to the minutes of this meeting

CONCLUSION:

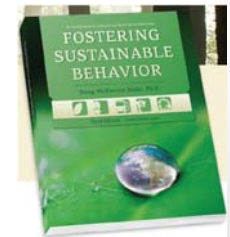
We are continuing our work in providing support for the Source Protection Committee to complete the SP Plan approval process and prepare for successful implementation.

Sue Miller, Manger Source Water Protection

Community-Based Social Marketing

Introduction

- **Community-Based Social Marketing (CBSM)**
 - Science-Based
 - Focused on Behaviour Change
 - Proven Strategy
- **Connection To Source Protection**
 - CBSM is the strategy behind the education program in the Callandar ICA
 - Policy ICA1 in SP Plan



ICA Municipalities

- **June 19th Meeting**
 - Introduced to CBSM and SP Plan connection
- **Meeting Outcome**
 - Excited about this innovative & collaborative approach
- **Next Meeting (October)**
 - Form ICA Advisory Group
 - Review workshop proposal



CBSM Workshop

- **Funding**
 - Provided solely by NBMCA
- **Goal**
 - Prepare ICA Municipalities for policy implementation
 - Fulfill NBMCA's mission to provide leadership in watershed stewardship to community partners
- **Workshop Overview**
 - NBMCA collaborate with CBSM specialist

