

**MINUTES OF THE SIXTY-FOURTH MEETING OF THE  
NORTH BAY-MATTAWA SOURCE PROTECTION COMMITTEE (SPC)  
1:00 pm, Thursday, February 13, 2020  
Held at the North Bay-Mattawa CA Boardroom, 15 Janey Ave North Bay**

**1. Administration**

a) Meeting called to order at 1:08pm as an information meeting.

b) **Attendance Record and Quorum (minimum number for quorum is 6 SPC members)**

Quorum was not present at the outset of the meeting. The Chair indicated he would continue with an information meeting until an additional SPC member arrived.

<b>Chair &amp; SPC Members</b>	<b>Staff and Liaisons</b>
Wayne Belter, SPC Chair	David Ellingwood, Supervisor, DWSP (Program Manager)
Beverley Hillier	
Lucy Emmott	
Peter Murray	Mary Wooding, MECP Liaison (via teleconference)
Maurice Schlosser	
Andrea Labelle (via teleconference)	
George Stivrins (arrived 1:12 pm)	

c) **Declaration of Pecuniary Interest – none**

d) **Correspondence**

Members reviewed a letter from the Lake Erie Source Protection Committee seeking support for their position on road salt management. The Liaison Officer noted that the Director’s Technical Rule amendments may contain some changes regarding salt. The process for the amendments to be brought forward may take six months.

SPC member George Stivrins arrived at 1:12 pm.

Further discussion occurred on the topic of liability and the recommendations to establish standards and review the applicable liability framework for municipalities and contractors using winter maintenance chemicals.

**Motion: That a letter be sent to the Lake Erie Source Protection Committee by the SPC Chair expressing the North Bay-Mattawa Source Protection Committee’s support for the recommendations expressed in the letter from Ontario Good Roads Association and Conservation Ontario (copy attached) and**

**Further that the matter of road salt will be discussed again at a future SPC meeting.**

Moved by George Stivrins, seconded by Maurice Schlosser (**Resolution 64-01**)

**Carried**

e) **The Chair declared there was quorum and called the Meeting to order at 1:27pm.**

f) **Declaration of Pecuniary Interest**

The Chair repeated the call for Declaration of Pecuniary Interest. None declared.

h) **Approval of Agenda**

**Motion: That the agenda for the meeting be approved.**

Moved by Lucy Emmott, seconded by Beverley Hillier (**Resolution 64-02**)

**Carried**

i) **Approval of Minutes**

Members discussed the setback distance used to delineate the issue contributing area for the Callander microcystin drinking water issue.

**Motion: That the Minutes of December 17, 2019 SPC meeting be approved as amended.**

Moved by Peter Murray, seconded by Lucy Emmott (**Resolution 64-03**)

**Carried**

g) **Correspondence**

Members were provided with a letter from the Director of the Source Protection Programs Branch at MECP. The letter is in response to the Committee's request for a review of the circumstances listed for the local threat of the transportation of hazardous substances. Discussion of the Director's letter was deferred until agenda item 4.

**2. Chair's Remarks**

Chair Belter commented on the sudden passing of Mayor Hector Lavigne of Callander, who served as a Source Protection Committee member since March 2018. Chair Belter expressed the feelings of all Committee members of their sadness at Hec's passing and their thankfulness for the devoted way he served his community.

**3. Past and Upcoming Meetings of Interest**

The Project Manager noted that the policy ad hoc group met on January 15, 2020 and January 28, 2020 to review proposed modifications to existing Source Protection plan policies. A teleconference was also held on January 28, 2020 with the ad hoc policy group, the Project Manager and MECP staff to discuss local threat of transportation of hazardous substances. The Project Manager and the Manager of Communications and Outreach Communications participated in a source protection communications teleconference with our CA staff in the province.

The Project Manager attended a training session on January 16, 2020 in Sudbury for use of the Climate Data tool created by Conservation Ontario and the OCC (Ontario Climate Consortium).

It was noted that the North Bay-Mattawa Conservation Authority will be hosting two community meetings which may be of interest to SPC members. On February 13, 2020 the presentations will focus on the potential impacts of climate change on agriculture and adaptation measures. The February 27, 2020 session will focus on rural and shoreline properties.

#### **4. Local Threat of Transportation of Hazardous Substances**

Members reviewed and discussed correspondence received from the MECP Director regarding the request to review the circumstances used to assess this local threat activity. It was explained that the 2500 L parameter already gave a maximum score as a component of the hazard rating calculation. As a next step it would be important to understand what spill response measures are in place and to consider how our policies could be improved.

#### **5. Review of Source Protection Plan Policies**

Members were provided with a package of proposed revisions to the existing Source Protection plan policies. These revisions were discussed by the policy a hoc group at two recent meetings.

Discussion about the setback distance used for the issue contributing area mapping occurred. Concern was expressed that some agencies and property owners may not be clear on what, if any, restrictions may apply to their activities under the SP Plan policies. The policies were reviewed and suggestions were made as to how the wording could be modified to provide a clearer statement of intent and suggested best management practices.

Members also reviewed policies on some of the drinking water threat categories. The Project Manager outlined some of the common revisions being proposed to: ensure 'intent' section is focused; generalize references to Ministries and legislation where possible to enable references to remain current in the future; and generalize circumstances for activities to allow policy to apply to future changes to the Threat Tables.

#### **6. New Business and Wrap-up**

Maurice Schlosser asked if a motion to reduce the setbacks used for the Callander ICA would be in order. The Liaison Officer indicated that the matter could be discussed with MECP staff and an explanation of the rationale for the 120 metre value could be brought back at a future SPC meeting.

The next SPC meetings will be:

Thursday, March 12, 2020 from 1:15 pm to 3:15 pm

Wednesday, April 15, 2020 from 1:15 pm to 3:15 pm

#### **7. Adjourn**

Meeting adjourned at 3:38pm on a motion by Maurice Schlosser, seconded by Bev Hillier.

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Wayne Belter, SPC Chair

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David Ellingwood, Project Manager

**MINUTES OF THE SIXTY-FIFTH MEETING OF THE  
NORTH BAY-MATTAWA SOURCE PROTECTION COMMITTEE (SPC)  
1:15 pm, Thursday, March 12, 2020  
Held at the North Bay-Mattawa CA Boardroom, 15 Janey Ave North Bay**

**1. Administration**

a) Meeting called to order at 1:27pm as an information meeting.

b) **Attendance Record and Quorum (minimum number for quorum is 6 SPC members)**

Quorum was not present at the outset of the meeting. The Chair indicated he would continue with an information meeting.

<b>Chair &amp; SPC Members</b>	<b>Staff and Liaisons</b>
Wayne Belter, SPC Chair (via teleconference)	David Ellingwood, Supervisor, DWSP (Program Manager)
Beverley Hillier	
Lucy Emmott	
Peter Murray	Mary Wooding, MECP Liaison (via teleconference)
John MacLachlan	
Andrea Labelle (via teleconference)	

c) **Declaration of Pecuniary Interest – none**

d) **Correspondence**

None at this time.

e) **Approval of Agenda**

Agenda reviewed by members, but approval deferred due to lack of quorum.

i) **Approval of Minutes**

Minutes of the February 13, 2020 SPC meeting were provided to members for review. However, approval was deferred due to lack of quorum.

**2. Chair’s Remarks**

Chair Belter welcomed the SPC Members.

**3. Past and Upcoming Meetings of Interest**

The Project Manager noted an item on the Project manager’s teleconference (March 5, 2020) was an update on the Source Protection Information Atlas. The online mapping tool now has several additional layers of information available including water quality results. The site can be accessed through the province’s main source protection page (<https://www.ontario.ca/page/source-protection>).

The Project Manager participated in a consultation on changes to the Conservation Authorities Act. The session was hosted in North Bay on March 5, 2020, by the Ministry of the Environment, Conservation and Parks and was attended by Minister Jeff Yurek. Participants included representatives from municipalities, stakeholder groups, and Conservation Authorities. Three other sessions were held in southern Ontario. The Ministry expects to post regulatory changes later this spring on the Environmental Registry of Ontario.

The North Bay-Mattawa Conservation Authority hosted two stewardship sessions in Bonfield on February 13 and 27. The presentations included: a summary of climate change for this region; ways agriculture can adapt to climate change; a research project on the correlation between turbidity and phosphorus levels in the Wasi River; and stewardship practices near shorelines.

#### **4. Review of Draft Annual Report**

A presentation was made to show members the draft version of the 2019 Source Protection Annual Report. Much of the material is similar to last year where it was reported that all policies were being implemented. Sections have been revised to show the progress made on proposed section 36 updates to the Source Protection Plan.

Members concurred with the direction to send the 2019 Annual report to the Source Protection Authority (SPA) for consideration at the April 22, 2020 SPA meeting. The annual report must be submitted to the Ministry by the May 1, 2020 deadline.

#### **5. Review of Source Protection Plan Policies**

Members continued the review of Source Protection Plan policies which began at the February 13, 2020 SPC meeting. Additional discussion occurred about the setback distance used for the issue contributing area mapping. The buffer will again be discussed at the next SPC meeting.

The Project Manager outlined some of the common revisions being proposed and went through each of the policies to show the changes. Two new policies are proposed under the “source materials and fertilizer” category to provide better coverage of the various activities under this category. Land use planning and prescribed instrument constraints and the proposed tools to be used.

#### **6. New Business and Wrap-up**

The Liaison Officer noted that a new Provincial Policy Statement (2020) will come into effect on May 1, 2020. There are enhanced policies for climate change, stormwater management and flood related issues.

The next SPC meeting will be:

Tuesday, April 14, 2020 from 1:15 pm to 3:15 pm

#### **7. Adjourn**

Meeting adjourned at 3:14pm.

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Wayne Belter, SPC Chair

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David Ellingwood, Project Manager

**MINUTES OF THE SIXTY-SIXTH MEETING OF THE  
NORTH BAY-MATTAWA SOURCE PROTECTION COMMITTEE (SPC)  
1:15 pm, Monday, May 4, 2020  
Held via TELECONFERENCE and WEB MEETING SOFTWARE**

**1. Administration**

**a) Meeting called to order at 1:30pm.**

**b) Attendance Record and Quorum (minimum number for quorum is 6 SPC members)**

Quorum was present at the outset of the meeting.

<b>Chair &amp; SPC Members</b>	<b>Staff and Liaisons</b>
Wayne Belter, SPC Chair (webconference)	David Ellingwood, Supervisor, DWSP (Program Manager) (webconference)
Beverley Hillier (webconference)	Sue Buckle, Manager, Communications and Outreach (webconference)
Lucy Emmott (teleconference)	
Peter Murray (webconference)	Mary Wooding, MECP Liaison (webconference)
John MacLachlan (teleconference)	Brendan Hatten, Health Unit Liaison (webconference)
Andrea Labelle (teleconference)	
Randy McLaren (webconference)	
Maurice Schlosser (teleconference)	
George Stivrins (webconference)	

**c) Explanation of On-line Procedures**

The Project Manager reviewed procedures for requesting to speak and for voting. It was noted that the meeting was being recorded.

**d) Declaration of Pecuniary Interest – none**

**e) Approval of Agenda**

**Motion: That the agenda for the meeting be approved.**

Moved by Peter Murray, seconded by Beverley Hillier (**Resolution 66-01**).

**f) Approval of Minutes**

**Motion: That the Minutes of the February 13, 2020 SPC meeting be approved.**

Moved by George Stivrins, seconded by Peter Murray (**Resolution 66-02**)

**Carried**

**g) Approval of Minutes**

**Motion: That the Minutes of March 12, 2020 SPC information meeting be approved.**

Moved by George Stivrins, seconded by John MacLachlan (**Resolution 66-03**)

**Carried**

**h) Correspondence**

None at this time.

## 2. Chair's Remarks

Chair Belter welcomed the SPC Members and remarked that he was impressed we can all be on the call.

## 3. Past and Upcoming Meetings of Interest

The Project Manager noted that a Chair's teleconference with the Ministry has been scheduled for May 26, 2020.

## 4. Delineation of Issue Contributing Area

The Project Manager reviewed the content of the staff report which provided background on the delineation of the Issue Contributing Area for the Callander microcystin (and phosphorus) issue. The report included information about: the process for identifying a drinking water issue and mapping the Issue Contributing Area for the Assessment Report; considerations for the extent of the Issue Contributing Area; the setback distance used by other Source Protection Areas in Ontario; considerations in drafting Source Protection Plan policies; excerpts from the Explanatory Document; and policies in the approved Source Protection Plan.

Members discussed the impact of the policies on landowners, particularly agricultural parcels. Some members were concerned about the proportion of some parcels that is subject to the policies. It was suggested that the upper parts of the watershed should have a smaller setback. However, other members felt the policies were realistic, did not impose restrictions and relied upon education.

### The Committee took a break from 2:52 to 2:59 pm.

Discussion also occurred about the need to clarify with municipalities about where Source Protection Plan policies apply, how these compare to other regulations and what the policies require.

Direction was provided to staff to reach out to municipalities and a motion was put forward.

**Motion: That the delineation of the Issue Contributing Area for the Callander Drinking Water Intake related to microcystin-LR and phosphorus should continue to include the full extent of the intake protection zone (IPZ-1, IPZ-2, IPZ-3) mapped in accordance with the Director's Technical Rules.**

Moved by George Stivrins, seconded by Peter Murray (**Resolution 66-04**)

**Carried**

## 5. 2019 Annual Report

The Project Manager advised that the annual report document and database had been submitted to the Ministry on May 1, 2020.

**Motion: That the 2019 Source Protection Annual Report be endorsed by the Committee.**

Moved by John MacLachlan, seconded by Maurice Schlosser (**Resolution 66-05**)

**Carried**

## **6. Draft Source Protection Plan Policies**

Members were provided with a compiled version of draft revisions to the suite of Source Protection Plan policies as discussed by the Committee to-date.

## **7. Rules of Procedure**

The Project Manager advised that the Rules of Procedure will be brought forward for discussion at a future Committee meeting. The Rules were adopted in 2008 and some changes are warranted, such as the use of webconferencing for meetings. A brief discussion occurred about voting procedures during webconference meetings. It was suggested that the public should have a way to view live meetings

## **8. New Business and Wrap-up**

None noted.

The next SPC meeting will be at the call of the Chair in mid to late June.

## **9. Adjourn**

Meeting adjourned at 3:31pm on a motion by Randy McLaren, seconded by John MacLachlan.

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Wayne Belter, SPC Chair

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David Ellingwood, Project Manager

**MINUTES OF THE SIXTY-SEVENTH MEETING OF THE  
NORTH BAY-MATTAWA SOURCE PROTECTION COMMITTEE (SPC)  
9:30 am, Friday, June 29, 2020  
Held via TELECONFERENCE and WEB MEETING SOFTWARE**

**1. Administration**

a) Meeting called to order at 9:35 am.

b) Attendance Record and Quorum (minimum number for quorum is 6 SPC members)

Quorum was present at the outset of the meeting.

<b>Chair &amp; SPC Members</b>	<b>Staff and Liaisons</b>
Wayne Belter, SPC Chair (webconference)	David Ellingwood, Supervisor, DWSP (Program Manager) (webconference)
Beverley Hillier (webconference)	Sue Buckle, Manager, Communications and Outreach (webconference)
Lucy Emmott (teleconference)	
Peter Murray (webconference)	Mary Wooding, MECP Liaison (webconference)
John MacLachlan (teleconference)	Brendan Hatten, Health Unit Liaison (webconference)
Andrea Labelle (teleconference)	
Randy McLaren (webconference)	
Maurice Schlosser (teleconference)	
George Stirvins (after 11:05 am; webconference)	

c) Explanation of On-line Procedures

The Project Manager reviewed procedures for requesting to speak and for voting. It was noted that the meeting was being recorded.

d) Declaration of Pecuniary Interest – none

e) Approval of Agenda

**Motion: That the agenda for the meeting be approved.**

Moved by Peter Murray, seconded by Randy McLaren (**Resolution 67-01**).

f) Approval of Minutes

**Motion: That the Minutes of the May 4, 2020 SPC meeting be approved.**

Moved by Randy McLaren, seconded by John MacLachlan (**Resolution 67-02**)

**Carried**

g) Correspondence

Project Manager advised of correspondence from Conservation Ontario noting that a modified version is now available of the Climate Change Assessment Tool. As well, Conservation Authority Act changes are still in process.

**2. Chair's Remarks**

Chair Belter welcomed all the SPC Members to the meeting.

### 3. Past and Upcoming Meetings of Interest

The Chair provided a summary of the May 26<sup>th</sup> Chair's teleconference with the Ministry. The Ministry is working on revisions to the Director's Technical Rules. A Community of Practice web portal has been developed for Chairs to collaborate and access source water information materials. If members are interested in accessing the portal, they may contact the Project Manager.

### 4. Monitoring Policies Review

The Project Manager provided an overview of role of monitoring policies and the current set of policies in the approved Source Protection Plan. Members reviewed suggested changes to the policies to: bring them up-to-date; make dates consistent for annual reporting purposes; and simplify some of the text.

The Committee took a break from 10:25 to 10:30 am.

### 5. Rules of Procedure

Members reviewed numerous proposed revisions to the Rules of Procedure for the Source Protection Committee. The Rules were originally adopted in 2008. The Project Manager summarized changes that would allow meeting to be conducted by teleconference or webconference at the discretion of the Chair. Members expressed a preference for in-person meetings as much as possible.

George Stivrins joined the meeting at 11:05.

After further discussion, the following motion was put forward:

**Motion: That the North Bay-Mattawa Committee endorse the Rules of Procedure as presented and discussed at the SPC meeting of June 29, 2020 and further that the Committee provide the Rules of Procedure to the Source Protection Authority for adoption.**

Moved by John McaLachlan, seconded by Bev Hillier **(Resolution 67-03)**

**Carried**

### 6. Source Protection Plan Policy Revisions

Members were provided with a copy of proposed revisions to the Source Protection plan policies as per discussions from the last several SPC meetings.

**Discussion occurred about the buffer distance from watercourses in the Callander Issue Contributing Area and whether it should include the entire 120 m setback associated with the IPZ-3, or be reduced to less than 120 m. The agricultural sector representative expressed concern about the buffer being so large, the implications for farming activities and the disapproval of the agricultural sector for the current 120 m buffer. Other members indicated support for retaining the 120 m criteria for the ICA delineation as used in the current Approved Assessment Report.**

The Project Manager noted that a policy for pipelines and some language changes to the transportation of hazardous substances policy would be reviewed at the next meeting.

## **7. New Business and Wrap-up**

The Project Manager noted that Chitra Gowda, Source Water Coordinator, from Conservation Ontario has started in a new role with Halton Region Conservation Authority.

The next SPC meeting will be at the call of the Chair.

## **8. Adjourn**

Meeting adjourned at 11:50 am on a motion by Maurice Schlosser, seconded by Bev Hillier.

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Wayne Belter, SPC Chair

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David Ellingwood, Project Manager

**MINUTES OF THE SIXTY-EIGHTH MEETING OF THE  
NORTH BAY-MATTAWA SOURCE PROTECTION COMMITTEE (SPC)  
9:00 am, Monday, November 9, 2020  
Held via TELECONFERENCE and WEB MEETING SOFTWARE**

**1. Administration**

**a) Meeting called to order at 9:03 am.**

**b) Attendance Record and Quorum (minimum number for quorum is 6 SPC members)**

Quorum was present at the outset of the meeting.

<b>Chair &amp; SPC Members</b>	<b>Staff and Liaisons</b>
Wayne Belter, SPC Chair (webconference)	David Ellingwood, Supervisor, DWSP (Program Manager) (webconference)
Beverley Hillier (webconference)	
Maurice Schlosser (teleconference)	
Peter Murray (webconference)	Mary Wooding, MECP Liaison (webconference)
John MacLachlan (teleconference)	Brendan Hatten, Health Unit Liaison (webconference)
Andrea Labelle (teleconference)	
George Stirvins (webconference)	
Tim McKenna (webconference)	

**c) Explanation of On-line Procedures**

The Project Manager reviewed procedures for requesting to speak and for voting. It was noted that the meeting was being recorded.

**d) Declaration of Pecuniary Interest – none**

**e) Approval of Agenda**

**Motion: That the agenda for the meeting be approved.**

Moved by Maurice Schlosser, seconded by Peter Murray (**Resolution 68-01**).

**f) Approval of Minutes**

**Motion: That approval of the Minutes of the June 29, 2020 SPC meeting be deferred.**

Moved by John MacLachlan, seconded by Maurice Schlosser (**Resolution 68-02**)

**Carried**

**g) Business Arising from draft minutes of June 29, 2020:**

- Rules of Procedure have been endorsed by Source Protection Authority
- SPC municipal representative position has been filled. The Chair welcomed Tim McKenna, who gave a brief biography.

**h) Correspondence**

None at this time.

## **2. Chair's Remarks**

Chair Belter noted he was glad to have Tim McKenna as a new member and welcomed all the SPC Members to the meeting.

## **3. Delegations**

None.

## **4. Past and Upcoming Meetings of Interest**

The Chair provided a summary of the September 10<sup>th</sup> Chair's teleconference with the Ministry, as well as Project Managers. The Ministry provided several updates, including proposed changes to the Director's Technical Rules. Chairs discussed the impact of Covid protocols on the conduct of committee meetings. The Project Manager provided a summary of meetings regarding annual reporting, communications, transport pathways policies, and comments on proposed changes to the Director's Technical Rules and Tables of Drinking Water Threats.

## **5. Review of Proposed Technical Rules**

The Project Manager presented a summary of the principal proposed changes to the Technical Rules and Threats Tables, as well as comments made by northern Source Protection staff. The comments included concerns with changes to salt application and salt storage sets of circumstances, and changes to the process for determining local threats.

Members concurred with the comments as presented. A suggestion was made that if the chemical names are removed, then MECP would need to provide background documents that still note the chemicals of concern related to the activities.

The Committee took a break from 10:15 to 10:27 am.

## **6. Source Protection Plan Policy Revisions**

Members were provided with a copy of proposed revisions to the Source Protection plan policies as per discussions from the last several SPC meetings.

- The Project Manager went through the entire track changes document highlighting the major changes. Policy tables for each municipal system and the ICA have been updated with any policy number additions and have been checked for applicable vulnerable areas. There is a new 20-page background information section, which summarizes each threat category, and gives definitions of activities included, chemicals of concern, table of vulnerable areas, and scores where a threat is significant. New policies have been proposed for pipelines and transport pathways.

## **7. New Business and Wrap-up**

The next SPC meeting will be at the call of the Chair.

## **8. Adjourn**

Meeting adjourned at 11:42 am on a motion by Bev Hillier, seconded by Peter Murray.

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Wayne Belter, SPC Chair

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David Ellingwood, Project Manager