

Thames – Sydenham and Region Source Protection Authority Meeting Agenda

Source Protection Authority Upper Thames River

Meeting Date: Tuesday, January 24, 2017

Meeting Time: 9:30 a.m. - Prior to the Start of the UTRCA Board of Directors

Meeting Location: Watershed Conservation Centre Boardroom

Agenda

1. Adoption of the Agenda
2. Approval of Minutes from the previous meeting
 - a) March 22, 2016
3. Business for Approval
 - a) Appointment of Risk Management Officials and Inspectors
(Report attached)
4. Business for Information
 - a) Introducing Jenna Allain, Source Protection Coordinator
(Verbal)
 - b) Source Protection Program Update
(Report attached)
5. Adjournment



Ian Wilcox
General Manager

Upper Thames River Source Protection Authority Meeting
Watershed Conservation Centre Boardroom
London, Ontario
Tuesday, January 24, 2017

Members Present:	M.Blackie	H.McDermid
	M.Blosh	A.Murray
	R.Chowen	B.Petrie
	A.Hopkins	M.Ryan
	T.Jackson	J.Salter
	S.Levin	G.Way
	S.McCall-Hanlon	
Regrets:	N.Manning	T.Birtch
Solicitor:	G.Inglis	
Staff:	J.Allain	T.Hollingsworth
	T.Annett	B.Mackie
	K.Ebel	A.Shivas
	M.Fletcher	C.Tasker
	C.Harrington	

M.Blackie explained why the Authority members are meeting as the Upper Thames River Source Protection Authority. He noted with the passing of the Clean Water Act several years ago, Conservation Authorities were legislated the responsibilities for Source Water Protection. Part of that responsibility includes the Board sitting as the Upper Thames River Source Protection Authority periodically to meet obligations under the Act. The UTRCA is part of the Thames Sydenham & Region Source Protection Authority that also includes the Lower Thames Valley Conservation Authority and St. Clair Region Conservation Authority. He noted this is different and separate from the members' role under the Conservation Authorities Act.

1. Adoption of Agenda

The Chair requested a motion to approve the agenda.

T.Jackson moved – G.Way seconded:-

“RESOLVED that the members approve the Agenda as presented.”

CARRIED.

2. Approval of Previous Minutes

The Chair requested approval of the March 22, 2016 minutes.

T.Jackson moved – G.Way seconded:-

“RESOLVED that the minutes of the Upper Thames River Source Protection Authority dated March 22, 2016 be approved as presented.”

CARRIED.

3. Business for Approval

- (a) Appointment of Risk Management Officials and Inspectors
(Report attached)

The report was presented to the members for their consideration.

J.Salter moved – G.Way seconded:-

“RESOLVED that the Source Protection Authority approve the recommendations as presented in the report.”

CARRIED.

4. Business for Information

- (a) Introducing Jenna Allain, Source Protection Coordinator

M.Blackie introduced to the Board Jenna Allain, the new Source Protection Coordinator, and Katie Ebel, the new Source Protection Policy and Risk Assessment Advisor.

- (b) Source Protection Program Update
(Report attached)

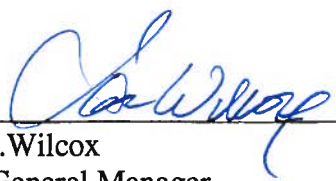
A.Murray moved – T.Jackson seconded:-

“RESOLVED that the Source Protection Authority accept the report as presented.”

CARRIED.

4. Adjournment

There being no further business to discuss the meeting was adjourned at 9:40 a.m. on a motion by T.Jackson.



I.Wilcox
General Manager
/mv

M.Blackie
Chair

Report to Upper Thames River Source Protection Authority

Agenda # 3 (a)

Cc SP Management Committee

Date January 5, 2016

From Jenna Allain, Project Manager

Re: Appointment of Risk Management Officials and Inspectors

Recommendation

It is recommended that:

- 1. The Upper Thames River Source Protection Authority appoints the following positions and persons as Risk Management Officials and Risk Management Inspectors. This appointment shall cover the persons currently holding the identified positions, as well as any persons hired to fill those positions in the future, provided they meet the training requirements of the Clean Water Act.*

Position	Person	Employee of
Source Protection Coordinator	Jenna Allain	UTRCA
Source Protection Policy and Risk Management Advisor	Katie Ebel	UTRCA
person	Michelle Fletcher	UTRCA


- 2. The General Manager issue certificate of appointments to these persons or their subsequent replacements.*
- 3. These appointments cease at such time as the training requirements are not met or the persons are no longer filling the positions named.*

Background

- Part IV of the Clean Water Act provides municipalities with new tools for the protection of drinking water sources. These tools include the prohibition (s57) or regulation (s58) of activities which are significant threats to municipal drinking water sources under the very specific circumstance which make those activities a significant threat. These tools only apply in the most vulnerable of areas where the risk to the municipal drinking water system is significant. Regulation of the activities is undertaken by allowing the activity only when covered by a Risk Management Plan which manages the risk such that the activity ceases to be or never becomes a significant threat to the drinking water source. These Risk Management Plans are negotiated between a Risk Management Official (RMO) and the person engaged in the activity. These Risk Management Plans will in most cases rely on industry accepted best management practices and standards. The Act also allows for restricted land use (s59) which acts as a screening to ensure that s57 and s58 are addressed during the building permit and land use planning processes. It does not allow permits to be issued or applications to be made without this issuance of a notice by the RMO in those areas and for those land uses designated in the Source Protection Plan.


2. Risk Management Inspectors (RMI) are able to ensure that the risk Management Plans are being adhered to by those who have accepted Risk Management Plans and that people are not engaged in activities which are prohibited or are not following an accepted or otherwise established Risk Management Plan.
3. Implementation of Part IV of the Clean Water Act is the responsibility of the municipality which has jurisdiction of the vulnerable area and which has the ability to make bylaws related to the storage, treatment and distribution of drinking water. In some municipalities this is the upper tier and in others this is the local tier's responsibility. The Clean Water Act allows the municipality to delegate or transfer this responsibility to a Source Protection Authority or local Board of Health.
4. Many municipalities in the Thames-Sydenham and Region requested a proposal from the UTRCA. To date 7 municipalities have entered into an agreement with the UTRCA to provide those services (Chatham-Kent, London, Perth East, Perth South, St Marys, Stratford, and West Perth) The agreements transfer the responsibilities for the implementation and enforcement of part IV to the UTRCA and require municipalities to pay the UTRCA for these services. The agreements take 2 forms: a municipal transfer agreement between the CA and each municipality; and a Joint Risk Management Services Agreement between all parties participating in the services. The agreements are for a 3 year period ending August 2017 and will be extended for subsequent terms unless parties provide 6 months written notice of their intent to withdraw from the agreement.
5. The Act requires that Risk Management Officials and Inspectors receive training provided by MOECC. The UTRCA has proceeded with training these staff to meet obligations under the agreements with municipalities and meet the requirements of part IV of the Clean Water Act and its regulations.
6. The Act and Regulation require that the Source Protection Authority appoint RMO and RMI. The Source Protection Authority is also required to issue a certificate of appointment to RMO and RMI. It is this appointment which is the subject of this report.

Recommended by



Ian Wilcox.
General Manager/Secretary Treasurer

Prepared by:



Jenna Allain
Source Protection Coordinator



Report to Upper Thames River Source Protection Authority

Agenda # 4(b)

Cc SP Management Committee

Date January 12, 2016

From Jenna Allain, Project Manager

Re: Drinking Water Source Protection Program Update

Purpose

To provide information to the Upper Thames River Source Protection Authority on the most recent activities and progress of the Drinking Water Source Protection department.

Current Status of the Source Protection Program

The planning phase of source protection is complete, and all 22 source protection plans developed under the *Clean Water Act, 2006* are in effect, and in varying stages of implementation. Implementing bodies have the next few years to fully implement the policies in the plans to address the water quality and quantity threat activities identified through their local source protection planning process. The Thames Sydenham and Region Source Protection Plan was approved in September 2015, and came into effect on December 31st, 2015. For the past year, source protection staff at UTRCA have been supporting implementation of the local source protection plan and are monitoring local implementation progress. Additionally, UTRCA has signed agreements with seven municipalities in the Region to provide risk management services and implement plan policies on their behalf.

Local Progress Updates

2017-2018 Budget and Work Plan

The Ministry of the Environment and Climate Change advised in December that they were moving forward with the 2017-2018 call for submissions for Conservation Authority source protection capacity funding. The objective of this grant funding opportunity is to support and enable Conservation Authorities to continue to support implementing bodies and maintain local awareness of source protection planning. Staff from UTRCA submitted our local request on December 22nd, 2016. Negotiation and approval of the request is pending.

Annual Reporting

Monitoring policies contained in the Source Protection Plan require all implementing bodies to report to the Authorities annually, by February 1st, on their implementation progress. The first of these reports for the Thames Sydenham and Region will be due this February 1st, 2017. Staff have developed and distributed reporting templates for municipalities and Risk Management Officials to fulfill these reporting obligations. The information obtained through this reporting will be collected and analyzed by staff, and will inform the progress reports that lead Source Protection Authorities are required to submit to the Province annually.

Risk Management Services

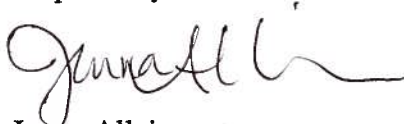
Our risk management staff have been working diligently over the last year to negotiate risk management plans with landowners whose activities could pose a potential threat to the municipal water supply. Many of the risk management plans that have been established to date have been with businesses to manage the storage of chemicals or fuel. Some agricultural risk management plans have also been negotiated. We are taking a collaborative and customer friendly approach to risk management planning by working with landowners to educate them about the program, and guide them through the process of establishing a risk management plan.

The term of the initial risk management services agreement extends until August 31st, 2017. Staff have determined the ongoing costs of providing risk management services, and are currently working with municipalities within the Region to discuss agreement renewal.

Section 36 Work Plan

At the time that the Thames Sydenham and Region Source Protection Plan was approved in September 2015, the Minister ordered UTRCA to prepare and submit a workplan under Section 36 of the Clean Water Act and submit it to the ministry by November 30, 2018. The workplan shall propose the detailed steps for the review of the source protection plan, including which portions of the plan are to be reviewed, the timeframes for each step of the review, the consultation that would be undertaken as part of the review, and rationale for each step. The workplan must be developed in consultation with the Source Protection Committee, participating municipalities, and the MOECC. Staff will be taking initial steps in 2017 to begin preparation on the Section 36 workplan.

Prepared by:



Jenna Allain
Source Protection Coordinator