



## CTC Source Protection Region

### INDEX TO SOURCE PROTECTION COMMITTEE MEETING #1/11 Tuesday, January 25, 2011

#### Minutes

Minutes of Meeting #8/11 held on November 15, 2010 1384

#### Correspondence

1384

Letter to Pat Mullin, Chair, Credit Valley Source Protection Authority, dated December 22, 2010, from Keith Willson, Manager, Source Protection Approvals, Re: Acknowledgement of Receipt of Proposed Assessment Report.

Letter to Gerri Lynn O'Connor, Chair, Toronto and Region Source Protection Authority, dated December 22, 2010, from Keith Willson, Manager, Source Protection Approvals, Re: Acknowledgement of Receipt of Proposed Assessment Report.

Letter to Susan Self, Chair CTC Source Protection Committee, dated December 20, 2010, from Ian Smith, Director, Source Protection Program Branch, MOE, Re: Credit Valley Source Protection Area Updated Workplan.

Letter to Susan Self, Chair CTC Source Protection Committee, dated December 20, 2010, from Ian Smith, Director, Source Protection Program Branch, MOE, Re: Toronto and Region Source Protection Area Updated Workplan.

Letter to Susan Self, Chair CTC Source Protection Committee, dated December 20, 2010, from Ian Smith, Director, Source Protection Program Branch, MOE, Re: Central Lake Ontario Source Protection Area Updated Workplan.

Town of Whitchurch-Stouffville - Council in Committee Report, dated December 21, 2010, Re: Proposed Assessment Report: TRSPA prepared by Director of Engineering and Capital Projects.

#### Reports

Communications and Outreach Update and approval of Landowner Notification Letter	1411
Receipt of the Fifth CTC Chair's Quarterly Report: CVSPA	1424
Receipt of the Fifth CTC Chair's Quarterly Report: TRSPA	1428
Receipt of the Fifth CTC Chair's Quarterly Report: CLOSPA	1432
Source Protection Plan Working Group (SPP WG) update	1434
Verbal update of Lake Ontario Collaborative and Project Managers meetings	



## CTC Source Protection Region

### MEETING OF THE SOURCE PROTECTION COMMITTEE #1/11 January 25, 2011

The Source Protection Committee Meeting #1/11, was held at Black Creek Pioneer Village, North Theatre, on Tuesday, January 25, 2011. The Chair Susan Self, called the meeting to order at 10:00 a.m.

#### PRESENT

Andrea Bourrie	Member
Doug Brown	Member
Wendy Burgess	Member
Louise Foster	Member
Mike Garrett	Member
Robert Goodings	Member
Irv Harrell	Member
David Kentner	Member
Heather Laidlaw	Member
Laura McDowell	Member
Peter Miasek	Member
Peter Orphanos	Member
Lynne Moore	Member
Peter Orphanos	Member
John Presta	Member
Fred Ruf	Member
Mark Schiller	Member
Howard Shapiro	Member
Norine Schofield	Liaison, Medical Officer of Health
John Westlake	Liaison, Ministry of the Environment
Brian Denney	Liaison
Susan Self	Chair

#### STAFF

David Burnett	Planning & Development, TRCA
Sylvia Waters	Admin. Coord., CTC Source Water Protection
Kerry Mulchansingh	Technical Lead, CVSPA
Gayle Soo Chan	Technical Lead, CLOSPA
Don Ford	Technical Lead, TRSPA
Beverley Thorpe	Project Manager, CTC Source Water Protection
Rodney Bouchard	Peel Region

**ABSENT**

Deb Martin-Downs

Director, Ecology Division, TRCA

**PROXY**

Juli Abouchar

Member

Bob Burnside

Member

Michael D'Andrea

Member

Jessica Ginsburg

Member

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**RES. #223/11**

**MINUTES**

Moved by: Heather Laidlaw  
Seconded by: Lynne Moore

**THAT the Minutes of Meeting #8/10, held on November 15, 2010, be approved.**

**CARRIED**

**RES. #224/11**

**CORRESPONDENCE**

- A. Letter to Pat Mullin, Chair, Credit Valley Source Protection Authority, dated December 22, 2010, from Keith Willson, Manager, Source Protection Approvals, Re: acknowledgement of Receipt of Proposed Assessment Report.
- B. Letter to Gerri Lynn O'Connor, Chair, Toronto and Region Source Protection Authority, dated December 22, 2010, from Keith Willson, Manager, Source Protection Approvals, Re: Acknowledgement of Receipt of Proposed Assessment Report.
- C. Letter to Susan Self, Chair CTC Source Protection Committee, dated December 20, 2010, from Ian Smith, Director, Source Protection Program Branch, MOE, Re: Credit Valley Source Protection Area Updated Workplan.
- D. Letter to Susan Self, Chair CTC Source Protection Committee, dated December 20, 2010, from Ian Smith, Director, Source Protection Program Branch, MOE, Re: Toronto and Region Source Protection Area Updated Workplan.
- E. Letter to Susan Self, Chair CTC Source Protection Committee, dated December 20, 2010, from Ian Smith, Director, Source Protection Program Branch, MOE, Re: Central Lake Ontario Source Protection Area Updated Workplan.
- F. Town of Whitchurch-Stouffville - Council in Committee Report, dated December 21, 2010, Re: Proposed Assessment Report: TRSPA prepared by Director of Engineering and Capital Projects.

Moved by: David Kentner  
Seconded by: Peter Orphanos

**THAT the above-noted correspondence A through F be received.**

**CARRIED**

**CORRESPONDENCE A**

Letter to Pat Mullin, Chair, Credit Valley Source Protection Authority, dated December 22, 2010, from Keith Willson, Manager, Source Protection Approvals, Re: Acknowledgement of Receipt of Proposed Assessment Report.

Ministry of  
the Environment  
Source Protection Programs  
Branch  
8<sup>th</sup> Floor  
2 St. Clair Ave. West  
Toronto ON M4V 1L5

Ministère de  
l'Environnement  
Direction des programmes de protection  
des sources  
8<sup>e</sup> étage  
2, avenue St. Clair Ouest  
Toronto (Ontario) M4V 1L5



ENV 11741T-2010-301

December 22, 2010

Pat Mullin  
Chair, Credit Valley Source Protection Authority  
1255 Old Derry Road  
Mississauga, Ontario L5N 6R4

Dear Ms. Mullin:

This letter is to acknowledge receipt of the Proposed Assessment Report document for the Credit Valley Source Protection Area (CVSPA), submitted in accordance with section 17(1) of the *Clean Water Act, 2006*, by the Ministry of the Environment on December 21, 2010. Upon completion of the ministry's review of the proposed Assessment Report, the Director of Source Protection Programs Branch, Ian Smith, will provide you with a decision.

Ministry staff may be in contact with staff of the Source Protection Authority should additional information be required to support the ministry review of the assessment report. I encourage you to provide any necessary information in a timely manner to assist in the completion of the review as quickly as possible.

If you have any questions relating to the Assessment Report review and approvals process, please contact me at 416-314-0560 or [keith.willson@ontario.ca](mailto:keith.willson@ontario.ca).

Thank you for your submission of the Proposed Assessment Report and helping to ensure that Ontario's source waters are protected.

Sincerely,

*Original Signed by*

Keith Willson  
Manager, Source Protection Approvals  
Source Protection Programs Branch  
Drinking Water Management Division

cc: Susan Self, Chair, CTC Source Protection Committee  
Rae Horst, Chief Administrative Officer, Credit Valley Conservation Authority  
Gerri Lynn O'Connor, Chair, Toronto and Region Source Protection Authority  
Brian Denney, Chief Administrative Officer, Toronto and Region Conservation Authority  
Russ Powell, Chief Administrative Officer, Central Lake Ontario Conservation Authority  
Rick Johnson, Chair Central Lake Ontario Source Protection Authority  
Beverley Thorpe, Project Manager, CTC Region  
John Westlake, Liaison Officer

SP file

**CORRESPONDENCE B**

Letter to Gerri Lynn O'Connor, Chair, Toronto and Region Source Protection Authority, dated December 22, 2010, from Keith Willson, Manager, Source Protection Approvals, Re: Acknowledgement of Receipt of Proposed Assessment Report.

Ministry of  
the Environment  
Source Protection Programs  
Branch  
8<sup>th</sup> Floor  
2 St. Clair Ave. West  
Toronto ON M4V 1L5

Ministère de  
l'Environnement  
Direction des programmes de protection  
des sources  
8<sup>e</sup> étage  
2, avenue St. Clair Ouest  
Toronto (Ontario) M4V 1L5



ENV 11741T-2010-302

December 22, 2010

Gerri Lynn O'Connor  
Chair, Toronto and Region Source Protection Authority  
5 Shoreham Drive  
Downsview, Ontario M3N 1S4

Dear Ms. O'Connor:

This letter is to acknowledge receipt of the Proposed Assessment Report document for the Toronto and Region Source Protection Area (TRSPA), submitted in accordance with section 17(1) of the *Clean Water Act, 2006*, by the Ministry of the Environment on December 21, 2010. Upon completion of the ministry's review of the proposed Assessment Report, the Director of Source Protection Programs Branch, Ian Smith, will provide you with a decision.

Ministry staff may be in contact with staff of the Source Protection Authority should additional information be required to support the ministry review of the assessment report. I encourage you to provide any necessary information in a timely manner to assist in the completion of the review as quickly as possible.

If you have any questions relating to the Assessment Report review and approvals process, please contact me at 416-314-0560 or [keith.willson@ontario.ca](mailto:keith.willson@ontario.ca).

Thank you for your submission of the Proposed Assessment Report and helping to ensure that Ontario's source waters are protected.

Sincerely,

*Original Signed by*

Keith Willson  
Manager, Source Protection Approvals  
Source Protection Programs Branch  
Drinking Water Management Division

cc: Susan Self, Chair, CTC Source Protection Committee  
Brian Denney, Chief Administrative Officer, Toronto and Region Conservation Authority  
Pat Mullin, Chair, Credit Valley Source Protection Authority  
Rae Horst, Chief Administrative Officer, Credit Valley Conservation Authority  
Rick Johnson, Chair Central Lake Ontario Source Protection Authority  
Russ Powell, Chief Administrative Officer, Central Lake Ontario Conservation Authority  
Beverley Thorpe, Project Manager, CTC Region  
John Westlake, Liaison Officer

SP file

**CORRESPONDENCE C**

Letter to Susan Self, Chair CTC Source Protection Committee, dated December 20, 2010, from Ian Smith, Director, Source Protection Program Branch, MOE, Re: Credit Valley Source Protection Area Updated Workplan.

Ministry of  
the Environment  
Source Protection Programs  
Branch  
14<sup>th</sup> Floor  
40 St. Clair Ave. West  
Toronto ON M4V 1M2

Ministère de  
l'Environnement  
Direction des programmes de protection  
des sources  
14<sup>e</sup> étage  
40, avenue St. Clair Ouest  
Toronto (Ontario) M4V 1M2



Log: ENV1174IT-2010-284

December 20, 2010

Ms. Susan Self & Ms. Beverley Thorpe  
Chair, CTC Source Protection Region  
c/o Toronto and Region Conservation Authority  
5 Shoreham Drive  
Downsview, ON M3N 1S4

**Re: Credit Valley Source Protection Area Updated Workplan**

Dear Susan and Beverley:

Thank you for the submission of your Updated Assessment Report (UAR) workplan received by the ministry on November 2, 2010 for the CTC Source Protection Region. A separate response letter will be provided for each of the three source protection areas within the CTC Source Protection Region. This response letter relates to the Credit Valley Source Protection Authority (SPA).

The proposed Credit Valley Assessment Report (AR) is due to the ministry on December 22, 2010.

This letter confirms the receipt of your UAR workplan and provides additional information relating to the project tasks identified in your workplan and the consultation requirements of the new/updated AR information.

As a reminder there are two ways in which an UAR can be completed:

- 1) through an UAR under section 19 of the Clean Water Act (CWA), 2006 following Director approval of an AR; or
- 2) through an amended proposed AR under section 17(2) (b) of the CWA, 2006, by which the Director provides directions to include the new/updated information in an amended proposed AR.

The Director's decision on the submitted Credit Valley proposed AR will determine which route the new/updated information will be incorporated into the

...2

AR (i.e. either through the UAR under section 19, CWA or an amended proposed AR under section 17(2)(b), CWA). The decision letter I provide on the review of the submitted proposed AR will indicate this.

Generally speaking, if your proposed AR is approved, then it is likely that your new/updated work will be completed through section 19, CWA as an UAR. If your AR is returned for amendments as a result of the review of the submitted proposed AR, I may also advise you to incorporate the new/updated tasks and resubmit the AR as an amended proposed AR since other amendments are required. Please note that despite the general statement included above, at any point, the ministry may decide that one route over the other should be taken in the interest of resource efficiencies and timing.

The workplan submitted for the Credit Valley Source Protection Area UAR has identified the following list of project tasks proposed to be completed. These tasks have been categorized under the following headings – updated tasks and amended tasks, which are defined below.

**Updated Tasks – new tasks not yet completed or consulted upon:**

- Tier 3 for Orangeville (Amaranth-Orangeville-Mono) and Halton Hills (Acton-Georgetown); and
- Lake Ontario Collaborative (LOC) Phase 2 and 3.

**Amended Tasks – tasks partially or wholly contained in the proposed AR where the proposal is to change or update this information:**

- Assessment of transport pathways.

All of the above updated/amended tasks are within scope of the AR and may proceed to be included in the UAR/amended proposed AR for this round of planning. This letter is not acknowledging or approving methodologies or approaches that may have been presented in the UAR workplan submitted to the ministry of tasks. All project tasks identified in the UAR workplan must be completed following methodologies or approaches that are consistent with the technical rules unless an alternative method or approach approval has been granted.

Project tasks associated with the verification of significant drinking water threats (SDWTs) were not explicitly identified in your UAR workplan. However, in the event that you are considering work associated with re-evaluating/verifying the number of SDWTs, I want to remind you that conducting site visits to carry out such tasks is out of scope for the UAR/amended proposed AR as this information

...3

will/can be verified when the plans are being developed. Conducting site visits at this time for the completion of the UAR/amended proposed AR is not considered to be an efficient use of resources and it is advised that any planned work associated with site visits to verify threats does not occur at this time. It is understood that the SPCs have consulted with affected parties when significant threats were identified during the AR development and if additional information has been gathered as a result of this consultation, this new information can be incorporated into an AR if the report is already being amended or updated.

The actual number of SDWTs in the AR is a continuously changing number and in the interest of an efficient use of resources the threat enumeration in the AR can be observed as a benchmark for SPCs to know their approximate workload in policy development. Additionally the policies in the plan will most likely be developed on an area basis (i.e., WHPA A, etc.) rather than individual parcels/properties. Therefore, to have an exact number of existing SDWTs enumerated in the AR does not accurately reflect the number of policies in the plan that will be written or required.

Ontario Regulation (O.Reg.) 287/07 section 19 requires that when the SPC begins preparing the source protection plan for a source protection area, the committee shall give notice to various stakeholders, including those engaged in activities that are SDWTs. Furthermore, sections 35 to 39 of O.Reg. 287/07 require that discussions with persons impacted by draft policies, including those undertaking activities identified as SDWTs, occur during the source protection plan policy development process before the draft plan is published for initial public comment. This could provide the SPCs the opportunity to gather additional information about the details of the presence or absence of these SDWTs. Since this work is associated with the policy development process it is not a priority to be completed or updated for the AR at this time. If SPC/SPA comes across additional SDWTs as they are completing their existing AR work, this information can be included in the AR; however additional consultation will be required with those new landowners who have been identified as undertaking a SDWT. If this particular task applies to your SPC/SPA and will impact your timelines to submit your UAR/amended proposed AR, notify your Liaison Officer in order to determine how this may be included in the AR or in the next round of planning.

The tasks that are listed as updated/amended above are within the scope of the UAR/amended proposed AR and are eligible expenditures under your transfer payment allocation. As part of the annual business plan review, the ministry will be assessing the work plans and requests for funds to undertake this work against the funds available. Please note that the direction in this letter does not

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consider the availability of program funds to complete the tasks rather whether the tasks are within scope.

The province also reserves the right to verify and to recover transfer payment funds if it is determined that program funds were not used, or will not be used, for the intended purposes.

As a reminder, the consultation requirements are outlined in section 18 under O. Reg. 287/07, and must be completed for the updated tasks. For the amended tasks, the SPC/SPA must determine the appropriate extent of consultation required (i.e., letters to stakeholders, posting AR to internet, newspaper notices and/or public meetings) based on the changes that they impose on the AR.

Based on the UAR workplan submitted, the technical work is to be completed by April 2011 for the Credit Valley SPA. It is presumed that there will be a 30-day consultation period in May 2011. The UAR workplan has identified a June 2011 submission to the ministry, which appears reasonable. My decision letter will state the actual submission date and the additional directions regarding the submission format of the work associated with the UAR/amended proposed AR. Your Liaison Officer may be in contact with you prior to the receipt of my decision letter to discuss any necessary details, (including the submission date) pertaining to the above.

I recommend at this time that the updated/amended tasks contained in the submitted UAR workplan proceed according to the timelines presented. If additional tasks arise that the SPC/SPA wants to include as new/updated information and/or if there are delays that will occur that will result in deviations from the timelines in the workplan submitted, please notify your Liaison Officer immediately. If the delays are significant, it is important for the SPC/SPA to know that the updated tasks may not be accepted by the ministry for review for this round of source protection planning, and that the amended AR may have to be submitted without all of the new work in order to get approval in support of the Plan. Extensions to UAR/amended proposed AR submissions will not generally be considered due to the extremely tight timelines that exist between now and the due date of the source protection plans by August 20, 2012.

I appreciate the amount of hard work the CTC Source Protection Region SPC and Credit Valley SPA have done for their ARs and I anticipate that this high level of effort will continue in order to complete the UAR work for the Credit Valley SPA and source protection plans by August 20, 2012.

I assure you that the ministry will continue to support Source Protection Committees and Authorities in achieving their compliance dates, whenever

...5

Ms. Susan Self & Ms. Beverley Thorpe  
Page 5

possible. I look forward to receiving your UAR/amended proposed AR.

Sincerely,



Ian Smith, Director  
Source Protection Programs Branch  
Ministry of the Environment

- c: Gerri Lynn O'Connor, Chair, Board of Directors, Toronto and Region Conservation Authority  
Brian Denney, Chief Administrative Officer, Toronto and Region Conservation Authority  
Pat Mullin, Chair, Board Directors, Credit Valley Conservation Authority  
Rae Horst, General Manager/ Secretary Treasurer, Credit Valley Conservation Authority  
Charely Worte, Conservation Ontario  
Mike Garraway, Ministry of Natural Resources  
Charlene Vantighem, Ministry of Natural Resources  
Keith Willson, Manager, Source Protection Approvals, MOE  
Katie Fairman, Supervisor, Source Protection Implementation, MOE  
John Westlake, Liaison Officer, Source Protection Implementation, MOE  
Heather Malcolmson, Manager, Source Protection Planning, MOE  
Melanie Ward, Compliance Team Lead, Source Protection Approvals, MOE  
Andrea Pearlstone, Program Analyst, Source Protection Approvals, MOE  
Tu Van Duong, Partnership and Program Coordinator, Source Protection Planning, MOE

**CORRESPONDENCE D**

Letter to Susan Self, Chair CTC Source Protection Committee, dated December 20, 2010, from Ian Smith, Director, Source Protection Program Branch, MOE, Re: Toronto and Region Source Protection Area Updated Workplan.

Ministry of  
the Environment  
Source Protection Programs  
Branch  
14<sup>th</sup> Floor  
40 St. Clair Ave. West  
Toronto ON M4V 1M2

Ministère de  
l'Environnement  
Direction des programmes de protection  
des sources  
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40, avenue St. Clair Ouest  
Toronto (Ontario) M4V 1M2



Log: ENV1174IT-2010-283

December 20, 2010

Ms. Susan Self & Ms. Beverley Thorpe  
Chair, CTC Source Protection Region  
c/o Toronto and Region Conservation Authority  
5 Shoreham Drive  
Downsview, ON M3N 1S4

**Re: Toronto and Region Source Protection Area Updated Workplan**

Dear Susan and Beverley:

Thank you for the submission of your Updated Assessment Report (UAR) workplan received by the ministry on November 2, 2010 for the CTC Source Protection Region. A separate response letter will be provided for each of the three source protection areas within the CTC Source Protection Region. This response letter relates to the Toronto and Region Source Protection Authority (SPA).

The proposed Toronto and Region Assessment Report (AR) is due to the ministry on December 22, 2010.

This letter confirms the receipt of your UAR workplan and provides additional information relating to the project tasks identified in your workplan and the consultation requirements of the new/updated AR information.

As a reminder there are two ways in which an UAR can be completed:

- 1) through an UAR under section 19 of the Clean Water Act (CWA), 2006 following Director approval of an AR; or
- 2) through an amended proposed AR under section 17(2) (b) of the CWA, 2006, by which the Director provides directions to include the new/updated information in an amended proposed AR.

The Director's decision on the submitted Toronto and Region proposed AR will determine which route the new/updated information will be incorporated into the

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AR (i.e. either through the UAR under section 19, CWA or an amended proposed AR under section 17(2)(b), CWA). The decision letter I provide on the review of the submitted proposed AR will indicate this.

Generally speaking, if your proposed AR is approved, then it is likely that your new/updated work will be completed through section 19, CWA as an UAR. If your AR is returned for amendments as a result of the review of the submitted proposed AR, I may also advise you to incorporate the new/updated tasks and resubmit the AR as an amended proposed AR since other amendments are required. Please note that despite the general statement included above, at any point, the ministry may decide that one route over the other should be taken in the interest of resource efficiencies and timing.

The workplan submitted for the Toronto and Region Source Protection Area UAR has identified the following list of project tasks proposed to be completed. These tasks have been categorized under the following headings – updated tasks and amended tasks, which are defined below.

**Updated Tasks – new tasks not yet completed or consulted upon:**

- Tier 3 for York (Whitchurch-Stouffville-Uxville); and
- Lake Ontario Collaborative (LOC) Phase 2 and 3.

**Amended Tasks – tasks partially or wholly contained in the proposed AR where the proposal is to change or update this information:**

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All of the above updated/amended tasks are within scope of the AR and may proceed to be included in the UAR/amended proposed AR for this round of planning. This letter is not acknowledging or approving methodologies or approaches that may have been presented in the UAR workplan submitted to the ministry. All project tasks identified in the UAR workplan must be completed following methodologies or approaches that are consistent with the technical rules unless an alternative method or approach approval has been granted.

Project tasks associated with the verification of Significant Drinking Water Threats (SDWTs) were not explicitly identified in your UAR workplan. However, in the event that you are considering work associated with re-evaluating/verifying the number of SDWTs, I want to remind you that conducting site visits to carry out such tasks is out of scope for the UAR/amended proposed AR as this information will/can be verified when the plans are being developed. Conducting site visits at this time for the completion of the UAR/amended proposed AR is not

...3

considered to be an efficient use of resources and it is advised that any planned work associated with site visits to verify threats does not occur at this time. It is understood that the SPCs have consulted with affected parties when significant threats were identified during the AR development and if additional information has been gathered as a result of this consultation, this new information can be incorporated into an AR if the report is already being amended or updated.

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The tasks that are listed as updated/amended above are within the scope of the UAR/amended proposed AR and are eligible expenditures under your transfer payment allocation. As part of the annual business plan review, the ministry will be assessing the work plans and requests for funds to undertake this work against the funds available. Please note that the direction in this letter does not consider the availability of program funds to complete the tasks rather whether the tasks are within scope.

...4

The province also reserves the right to verify and to recover transfer payment funds if it is determined that program funds were not used, or will not be used, for the intended purposes.

As a reminder, the consultation requirements are outlined in section 18 under O. Reg. 287/07, and must be completed for the updated tasks. For the amended tasks, the SPC/SPA must determine the appropriate extent of consultation required (i.e., letters to stakeholders, posting AR to internet, newspaper notices and/or public meetings) based on the changes that they impose on the AR.

Based on the UAR workplan submitted, the technical work is to be completed by April 2011 for the Toronto and Region SPA. It is presumed that there will be a 30-day consultation period in May 2011. The UAR workplan has identified a June 2011 submission to the ministry, which appears reasonable. My decision letter will state the actual submission date and additional directions regarding the submission format of the work associated with the UAR/amended proposed AR. Your Liaison Officer may be in contact with you prior to the receipt of my decision letter to discuss any necessary details, (including the submission date) pertaining to the above.

I recommend at this time that the updated/amended tasks contained in the submitted UAR workplan and identified as eligible proceed according to the timelines presented. If additional tasks arise that the SPC/SPA wants to include as new/updated information and/or if there are delays that will occur that will result in deviations from the timelines in the workplan submitted, please notify your Liaison Officer immediately. If the delays are significant, it is important for the SPC/SPA to know that the updated tasks may not be accepted by the ministry for review for this round of source protection planning, and that the amended AR may have to be submitted without all of the new work in order to get approval in support of the Plan. Extensions to UAR/amended proposed AR submissions will not generally be considered due to the extremely tight timelines that exist between now and the due date of the source protection plans by August 20, 2012.

I appreciate the amount of hard work the CTC Source Protection Region SPC and Toronto and Region SPA have done for their ARs and I anticipate that this high level of effort will continue in order to complete the UAR work for the Toronto and Region SPA and source protection plans by August 20, 2012.

I assure you that the ministry will continue to support Source Protection Committees and Authorities in achieving their compliance dates, whenever possible. I look forward to receiving your UAR/amended proposed AR.

...5

Ms. Susan Self & Ms. Beverley Thorpe  
Page 5

Sincerely,



Ian Smith, Director  
Source Protection Programs Branch  
Ministry of the Environment

- c: Gerri Lynn O'Connor, Chair, Board of Directors, Toronto and Region Conservation Authority
- Brian Denney, Chief Administrative Officer, Toronto and Region Conservation Authority
- Charely Worte, Conservation Ontario
- Mike Garraway, Ministry of Natural Resources
- Charlene Vantighem, Ministry of Natural Resources
- Keith Willson, Manager, Source Protection Approvals, MOE
- Katie Fairman, Supervisor, Source Protection Implementation, MOE
- John Westlake, Liaison Officer, Source Protection Implementation, MOE
- Heather Malcolmson, Manager, Source Protection Planning, MOE
- Melanie Ward, Compliance Team Lead, Source Protection Approvals, MOE
- Andrea Pearlstone, Program Analyst, Source Protection Approvals, MOE
- Tu Van Duong, Partnership and Program Coordinator, Source Protection Planning, MOE

**CORRESPONDENCE E**

Letter to Susan Self, Chair CTC Source Protection Committee, dated December 20, 2010, from Ian Smith, Director, Source Protection Program Branch, MOE, Re: Central Lake Ontario Source Protection Area Updated Workplan.

Ministry of  
the Environment  
Source Protection Programs  
Branch  
14<sup>th</sup> Floor  
40 St. Clair Ave. West  
Toronto ON M4V 1M2

Ministère de  
l'Environnement  
Direction des programmes de protection  
des sources  
14<sup>e</sup> étage  
40, avenue St. Clair Ouest  
Toronto (Ontario) M4V 1M2



Log: ENV1174IT-2010-285

December 20, 2010

Ms. Susan Self & Ms. Beverley Thorpe  
Chair, CTC Source Protection Region  
c/o Toronto and Region Conservation Authority  
5 Shoreham Drive  
Downsview, ON M3N 1S4

**Re: Central Lake Ontario Source Protection Area Updated Workplan**

Dear Susan and Beverley:

Thank you for the submission of your Updated Assessment Report (UAR) workplan received by the ministry on November 2, 2010 for the CTC Source Protection Region. A separate response letter will be provided for each of the three source protection areas within the CTC Source Protection Region. This response letter relates to the Central Lake Ontario Source Protection Authority (SPA).

The proposed Central Lake Ontario Assessment Report (AR) was received by the ministry on August 13, 2010 and is currently under Director review for a decision.

This letter confirms the receipt of your UAR workplan and provides additional information relating to the project tasks identified in your workplan and the consultation requirements of the new/updated AR information.

As a reminder there are two ways in which an UAR can be completed:

- 1) through an UAR under section 19 of the Clean Water Act (CWA), 2006 following Director approval of an AR; or
- 2) through an amended proposed AR under section 17(2) (b) of the CWA, 2006, by which the Director provides directions to include the new/updated information in an amended proposed AR.

The Director's decision on the approval of the submitted Central Lake Ontario

...2

proposed AR will determine which route the new/updated information will be incorporated into the AR (i.e. either through the UAR under section 19, CWA or an amended proposed AR under section 17(2)(b), CWA). The decision letter I review of the submitted proposed AR will indicate this.

Generally speaking, if your proposed AR is approved, then it is likely that your new/updated work will be completed through section 19, CWA as an UAR. If your AR is returned for amendments as a result of the review of the submitted proposed AR, I may also advise you to incorporate the new/updated tasks and resubmit the AR as an amended proposed AR since other amendments are required. Please note that despite the general statement included above, at any point, the ministry may decide that one route over the other should be taken in the interest of resource efficiencies and timing.

The workplan submitted for the Central Lake Ontario Source Protection Area UAR has identified the following list of project tasks proposed to be completed. These tasks have been categorized under the following headings – updated tasks and amended tasks, which are defined below.

**Updated Tasks – new tasks not yet completed or consulted upon:**

- Lake Ontario Collaborative (LOC) Phase 2 and 3.

**Amended Tasks – tasks partially or wholly contained in the proposed AR where the proposal is to change or update this information:**

- Assessment of transport pathways.

All of the above updated/amended tasks are within scope of the AR and may proceed to be included in the UAR/amended proposed AR for this round of planning. This letter is not acknowledging or approving methodologies or approaches that may have been presented in the UAR workplan submitted to the ministry. All project tasks identified in the UAR workplan must be completed following methodologies or approaches that are consistent with the technical rules unless an alternative method or approach approval has been granted.

Project tasks associated with the verification of significant drinking water threats (SDWTs) were not explicitly identified in your UAR workplan. However, in the event that you are considering work associated with re-evaluating/verifying the number of SDWTs, I want to remind you that conducting site visits to carry out such tasks is out of scope for the UAR/amended proposed AR as this information will/can be verified when the plans are being developed. Conducting site visits at this time for the completion of the UAR/amended proposed AR is not considered

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to be an efficient use of resources and it is advised that any planned work associated with site visits to verify threats does not occur at this time. It is understood that the SPCs have consulted with affected parties when significant threats were identified during the AR development and if additional information has been gathered as a result of this consultation, this new information can be incorporated into an AR if the report is already being amended or updated.

The actual number of SDWTs in the AR is a continuously changing number and in the interest of an efficient use of resources the threat enumeration in the AR can be observed as a benchmark for SPCs to know their approximate workload in policy development. Additionally the policies in the plan will most likely be developed on an area basis (i.e., WHPA A, etc.) rather than individual parcels/properties. Therefore, to have an exact number of existing SDWTs enumerated in the AR does not accurately reflect the number of policies in the plan that will be written or required.

Ontario Regulation (O.Reg.) 287/07 section 19 requires that when the SPC begins preparing the source protection plan for a source protection area, the committee shall give notice to various stakeholders, including those engaged in activities that are SDWTs. Furthermore, sections 35 to 39 of O.Reg. 287/07 require that discussions with persons impacted by draft policies, including those undertaking activities identified as SDWTs, occur during the source protection plan policy development process before the draft plan is published for initial public comment. This could provide the SPCs the opportunity to gather additional information about the details of the presence or absence of these SDWTs. Since this work is associated with the policy development process it is not a priority to be completed or updated for the AR at this time. If SPC/SPA comes across additional SDWTs as they are completing their existing AR work, this information can be included in the AR; however additional consultation will be required with those new landowners who have been identified as undertaking a SDWT. If this particular task applies to your SPC/SPA and will impact your timelines to submit your UAR/amended proposed AR, notify your Liaison Officer in order to determine how this may be included in the AR or in the next round of planning.

The tasks that are listed as updated/amended above are within the scope of the UAR/amended proposed AR and are eligible expenditures under your transfer payment allocation. As part of the annual business plan review, the ministry will be assessing the work plans and requests for funds to undertake this work against the funds available. Please note that the direction in this letter does not consider the availability of program funds to complete the tasks rather whether the tasks are within scope. The province also reserves the right to verify and to recover transfer payment funds if it is determined that program funds were not

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used, or will not be used, for the intended purposes.

As a reminder, the consultation requirements are outlined in section 18 under O. Reg. 287/07, and must be completed for the updated tasks. For the amended tasks, the SPC/SPA must determine the appropriate extent of consultation required (i.e., letters to stakeholders, posting AR to internet, newspaper notices and/or public meetings) based on the changes that they impose on the AR.

Based on the UAR workplan submitted, the technical work will be completed by April 2011 for the Central Lake Ontario SPA. It is presumed that there will be a 30-day consultation period in May 2011. The UAR workplan has identified a June 2011 submission to the ministry. My decision letter will state the actual submission date and the additional directions regarding the submission format of the work associated with the UAR/amended proposed AR. Your Liaison Officer may be in contact with you prior to the receipt of my decision letter to discuss any necessary details, (including the submission date) pertaining to the above.

I recommend at this time that the updated/amended tasks contained in the submitted UAR workplan and identified as eligible proceed according to the timelines presented. If additional tasks arise that the SPC/SPA wants to include as new/updated information and/or if there are delays that will occur that will result in deviations from the timelines in the workplan submitted, please notify your Liaison Officer immediately. If the delays are significant, it is important for the SPC/SPA to know that the updated tasks may not be accepted by the ministry for review for this round of source protection planning, and that the amended AR may have to be submitted without all of the new work in order to get approval in support of the Plan. Extensions to UAR/amended proposed AR submissions will not generally be considered due to the extremely tight timelines that exist between now and the due date of the source protection plans by August 20, 2012.

I appreciate the amount of hard work the CTC Source Protection Region SPC and Central Lake Ontario SPA have done for their ARs and I anticipate that this high level of effort will continue in order to complete the UAR work for the Central Lake Ontario SPA and source protection plans by August 20, 2012.

I assure you that the ministry will continue to support Source Protection Committees and Authorities in achieving their compliance dates, whenever possible. I look forward to receiving your UAR/amended proposed AR.

...5

Ms. Susan Self & Ms. Beverley Thorpe  
Page 5

Sincerely,



Ian Smith, Director  
Source Protection Programs Branch  
Ministry of the Environment

- c: Gerri Lynn O'Connor, Chair, Board of Directors, Toronto and Region Conservation Authority  
Brian Denney, Chief Administrative Officer, Toronto and Region Conservation Authority  
Rick Johnson, Chair, Board Directors, Central Lake Ontario Conservation Authority  
Russell Powell, Chief Administrative Officer, Central Lake Ontario Conservation Authority  
Charely Worte, Conservation Ontario  
Mike Garraway, Ministry of Natural Resources  
Charlene Vantighem, Ministry of Natural Resources  
Keith Willson, Manager, Source Protection Approvals, MOE  
Katie Fairman, Supervisor, Source Protection Implementation, MOE  
John Westlake, Liaison Officer, Source Protection Implementation, MOE  
Heather Malcolmson, Manager, Source Protection Planning, MOE  
Melanie Ward, Compliance Team Lead, Source Protection Approvals, MOE  
Andrea Pearlstone, Program Analyst, Source Protection Approvals, MOE  
Tu Van Duong, Partnership and Program Coordinator, Source Protection Planning, MOE

**CORRESPONDENCE F**

**Town of Whitchurch-Stouffville - Council in Committee Report, dated December 21, 2010, Re: Proposed Assessment Report: TRSPA prepared by Director of Engineering and Capital Projects**

Council in Committee Report  
December 21, 2010



Town of  
Whitchurch-Stouffville

**DRINKING WATER SOURCE PROTECTION – PROPOSED ASSESSMENT REPORT:  
TORONTO AND REGION SOURCE PROTECTION AREA (E13)**

Report prepared by: Director of Engineering and Capital Projects

**RECOMMENDATION:**

The Director of Engineering and Capital Projects recommends:

- 1) **THAT the Draft Proposed Assessment Report: Toronto and Region Source Protection Area be received and forwarded to the Credit Valley Toronto and Region and Central Lake Ontario (CTC) Source Protection Committee for their information.**

**1. PURPOSE:**

The purpose of this report is to provide Council with an overview of the Proposed Assessment Report: Toronto and Region Source Protection Area, and to provide comments on the report for Council's submission to the Credit Valley, Toronto and Region, and Central Lake Ontario (CTC) Source Protection Committee.

**2. EXECUTIVE SUMMARY:**

The Staff Report on Drinking Water Source Protection – Proposed Assessment Report Toronto and Region Source Protection Area – provides Council with a high level overview of the Assessment Report. The report was released on November 15, 2010, and has been placed on the public record by the CTC Source Protection Committee for review and comment. The Assessment Report is a requirement of the *Clean Water Act*. It describes the physical features and water resources in the Toronto and Region Source Protection Area, delineates vulnerable areas, and assesses threats to both groundwater and surface water drinking water sources.

Staff acknowledge that the Proposed Assessment Report is very technical and

thoroughly describes the watershed drinking water sources and threats to them. As it relates to Whitchurch-Stouffville, the Assessment Report identifies 247 significant threats to the Town's drinking water sources.

### **3. BACKGROUND:**

In 2007, the *Clean Water Act* (CWA) set the legal framework that ensures communities are able to protect their municipal drinking water supplies by developing protection plans. The key components of the CWA include legislation that establishes Source Protection Areas, Source Protection Authorities, Source Protection Committees, requires the preparation of an Assessment Report and the preparation of a Source Protection Plan.

The objectives of Source Water Protection are to identify areas where municipal drinking water sources may be at risk from both quantity and quality perspectives; to assess the level of risk; and to put in place measures to eliminate or manage the risk. It is the responsibility of the Source Protection Committee to develop a Source Protection Plan.

The Source Protection Committee (SPC) for the Credit Valley, Toronto and Region and Central Lake Ontario (CTC) Source Protection Area have completed the assessment report for the Toronto and Region Source Protection Area and have posted it for a public comment period ending December 16<sup>th</sup>, 2010. The SPC held a Public Information Centre in Stouffville on October 6, 2010 to present the draft plan to area residents.

#### **3.1 Overview of the Assessment Report**

The Assessment Report describes the physical features and water resources within the Source Protection Area. It delineates vulnerable areas and assesses specific activities within these areas that could threaten both groundwater and surface water drinking water sources. A separate assessment report has been prepared for each of the three watersheds in the CTC Source Protection Area. Part of Whitchurch-Stouffville is in the Toronto and Region Source Protection Area (TRSPA).

#### **3.2 Watershed Characterization**

The study team undertook a watershed characterization including:

- natural features,
- population size and distribution,
- land use,
- groundwater and surface water quality and quantity,
- location of municipal and other drinking water systems,
- water use,
- a preliminary list of land use threats, and
- known landfill locations, stormwater management ponds, golf courses.

The assessment revealed that groundwater quality across the TRSPC is generally high. Surface water quality and the streams discharging into Lake Ontario show some elevated chloride and phosphorous levels, believed to be associated with the impact of

urbanization. The surface water in these streams is not used as a drinking water supply.

### 3.3 Water Budget

The Assessment Report includes a detailed water budget analysis of both surface water (not including Lake Ontario) and groundwater. Groundwater sources are used for drinking water supplies for both municipal and private wells and to support ecosystem functions. The surface water in streams in the study area is important for supporting ecosystems, irrigation and other non-drinking water purposes.

The detailed water budget work included determining the extent and thickness of the various aquifers such as the Oak Ridges and Thorncliffe aquifer, and modelling surface and groundwater stress.

Water budget work is completed in up to four stages beginning with a conceptual water budget and then proceeding to more detail (Tier 1, 2, or 3) in specific areas that may be experiencing stress.

Based on the Tier 2 Water Budget Analysis for the TRSPA, it was determined that five subwatersheds were found to have moderate or significant groundwater stress levels, and 17 have moderate or significant stress levels during the winter months. Only two of these contain groundwater-based drinking water systems: the Little Rouge River and the Reesor/Stouffville Creeks. The TRCA in partnership with the Region of York and Region of Durham will carry out a Tier 3 analysis of the municipal water supplies in these two watersheds.

### 3.4 Assessing Vulnerability of Drinking Water Sources

The study assesses four types of Vulnerable Areas that may be present in an SPA. These vulnerable areas include:

- Highly Vulnerable Aquifers - HVAs
- Significant Groundwater Recharge Areas - SGRAs
- Wellhead Protection Areas - WPAs
- Intake Protection Zones - IPZs

The results of the HVA and SGRA vulnerability analysis identified the presence of many shallow aquifers that are naturally vulnerable.

The study assigned a vulnerability score (high, medium or low) that depends on the speed with which a contaminant could move from the source to the drinking water intake or to the aquifer. In areas identified as vulnerable, the vulnerability scores are used to evaluate threats and determine potential drinking water threats. Attachment Number 1 shows the Whitchurch-Stouffville Wellhead Protection Areas (WHPA) with vulnerability scoring. The Stouffville wells 5 and 6 are also classified as (GUDI) Groundwater Under the Direct Influence of Surface Water because of their shallow depth and the permeable nature of the soil. The WHPA have already been incorporated into the Town's Official Plan.

The study identified significant groundwater recharge areas and assigned vulnerability scores in accordance with the Ministry of the Environment (MOE) technical rules. The significant groundwater recharge areas in Whitchurch-Stouffville have moderate to higher vulnerability scores.

### 3.5 Drinking Water Threats

Under the *Clean Water Act*, a prescribed threat is defined as an activity or condition that adversely affects or has the potential to adversely affect the quality or quantity of any water that is used or may be used as a source of drinking water the CWA focuses on protecting municipal supplies of drinking water.

The Province has identified 21 activities that, if they are present in vulnerable areas, could pose a threat. These include:

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

If the drinking water threat is significant, the Source Protection Committee is required to identify where these activities are located and count the instances. If the threat is moderate or low the province simply requires the identification of all the circumstances that could potentially pose a threat to drinking water.

The Source Protection Committee uses a series of technical rules provided by the Ministry of environment to determine the level of risk. The study identified threats to highly vulnerable aquifers and threats in significant groundwater recharge areas from agricultural managed lands and non-agricultural lands (golf courses, etc.), and threats to well head protection zones.

The number and type of threats to the Stouffville wells are shown in Table 5.13. Threats Identified in Whitchurch-Stouffville, included as Attachment #2. A total of 494 significant drinking water quality threats were identified within the Toronto and region Source Protection Area of which 247 are located in the well head protection zones for the Stouffville well.

### 3.6 Next Steps

The CTC Source Protection Committee will use this assessment report to develop a Source Protection Plan. Work will continue to update the assessment report including the Tier 3 Water Budget for the Whitchurch-Stouffville area, Intake Protection Zone three analyses for the Lake Ontario intakes that supply much of the municipal drinking water in the area, and to consider whether the presence of transport pathways requires the vulnerability scores be increased for portions of the WHPAs and significant groundwater resource areas.

The Source Protection Committee must develop policies in the Source Protection Plan to address the 494 significant drinking water quality threats identified in the Assessment Report, and may also consider policies to address the moderate and low-level threats.

The technical work on the Tier 3 water budget is scheduled for completion in early 2011. The Source Protection Plan must be submitted to the Ministry of the Environment for approval by August 2012.

### **3. ANALYSIS & OPTIONS:**

The Assessment Report is the result of a very thorough investigation of the watershed including the watershed characterization, water resources, areas of potential vulnerability and potential threats to the drinking water. It is based on guidance documents and technical rules established by the Ministry of the Environment, and the terms of Reference approved by the M.O.E.

The Assessment Report was prepared by a team of professional staff at the Toronto and Region Conservation Authority and reviewed by technical and planning staff at the Region of York, Region of Durham, Region of Peel and the City of Toronto. Town staff provided information and comments on the Study as it was being prepared.

The study acknowledges that the information available at the time of writing was sufficient to characterize, delineate and analyse vulnerability and threats. However, some gaps in the data were identified such as the Tier 3 Water Budget Analysis for the Whitchurch-Stouffville aquifers, impact of spills, detailed consideration of transport pathways, more analysis of recharge areas and highly vulnerable aquifers as they relate

to drinking water. Additional work is also required to update land use classifications and land management data. This work will continue and be accounted for the final preparation of the Source Protection Plan.

#### **4. FINANCIAL IMPLICATIONS:**

Adoption of this report will have no impact on the Town's current or operating budgets. It is expected that once the Source Protection Plan is completed, responsible policies addressing significant threats must be complied with by those responsible for implementing them. For municipalities, this could include such activities as enhanced salt management plans and on site septic re-inspections which will have budget implications.

#### **5. ALIGNMENT WITH STRATEGIC PLAN:**

This report is aligned with the Town's Strategic Plan in the following manner:

1. *Balanced Growth & Community Sustainability*
  - 1.2 Balanced land use planning – environment, economic and social considerations
5. *Community Health & Safety*
  - 5.1 Develop and maintain effective community health and safety services
  - 5.2 Enhance public safety through collaboration

**For further information on this report, please contact Tom Parry, Director of Engineering and Capital Projects, at 905-640-1910 or 905-895-5299 ext. 232 [tom.parry@townofws.ca](mailto:tom.parry@townofws.ca)**

#### **7. ATTACHMENTS: (not reproduced for this report)**

Map showing Whitchurch-Stouffville Areas of Low, Moderate, and Significant Threats  
Whitchurch-Stouffville Wellhead Protection Areas vulnerability scoring



## **BACKGROUND**

### **Communications and Outreach Working Group**

On December 7, 2010, the Communications and Outreach Working Group met to review communications and outreach objectives and activities for 2011. **Attachment 1** summarizes the major objectives and initiatives as agreed to by the working group at that meeting. The major initiatives include the further strengthening of communications with stakeholder municipalities as well as engagement with potentially affected stakeholders in a pre-consultation on the source protection planning process starting this fall.

### **Landowner Notification**

As part of the mandated Source Protection Plan consultation process, the SPC is required to submit notification to all those who, according to the information in an Assessment report *is or could be* a significant threat. Notification also must be sent to clerks of all municipalities in a Source Protection Area's jurisdiction as well as the chair of the Niagara Escarpment Commission where a source protection area falls in its jurisdiction.

Like the Assessment Report landowner notification, there are a number of pieces of information we must include in this notice. The notification shall:

- a) *specify in writing that the source protection committee is giving the person the notice because the committee believes the person could be engaging in one or more activities that are or would be significant drinking water threats according to the information contained in the assessment report under clauses 15 (2) (g) and (h) of the Act and,
  - i) specify those activities in writing, or
  - i) provide a complete or partial list of activities listed in the assessment report under clause 15 (2) (g) of the Act;*
- b) *specify in writing that the source protection plan will contain policies that may affect the manner in which an activity referred to in clause (a) is engaged in; and*
- c) *specify in writing that if the person is engaging in an activity that is regulated by a prescribed instrument, the person is requested to advise the source protection committee of the number, if any, of the prescribed instrument and a description of the provisions of the prescribed instrument that regulate the activity. O. Reg. 246/10, s. 12.*

In addition, the notice proposed (**Attachment 2**) outlines opportunities for further engagement and lets landowners know that stewardship staff may be contacting them by mail in the spring to discuss funding opportunities. **Attachment 3** is the proposed notification to municipal clerks of the CTC SPR.

## **COMMUNICATIONS AND OUTREACH 2011**

### **Landowner Consultation**

There are to be 3 formal public consultation initiatives this year:

- Notice of commencement of Source Protection Plans** (Winter 2011)
- Consultation on Updated Assessment Report** (Spring 2011)
- Pre-consultation on the Source Protection Plan** (Fall 2011)

### **Source Protection Plan Commencement Notice**

The communications and outreach working group drafted and approved the landowner

notification which was mailed to all committee members on January 3, 2011 for their review. Comments made by January 12, 2011 were incorporated into the draft proposed for approval today (**Attachment 2**). The pamphlet/magazine: "Assessing our Water Sources: Protecting our Drinking Water" will also be included in the package to residents. It provides a plain language summary of the results to date of the assessment reports. An additional page will be added to this pamphlet to give plain language information on prescribed instruments.

In addition to these materials, a postcard will also be included which asks residents to respond with their interest in joining the source protection process. It will ask residents to indicate (check-off) their preferred method of involvement so that further consultation can be tailored to suit those potentially affected. Municipal partners have been given the option of enclosing a companion letter with the package. At the time of this report, Peel, Durham and York have confirmed that they will be including a companion letter and it is expected that other municipalities may choose to do so as well. Unlike the consultation process for the Assessment Reports, only landowners who are or could be a *significant* threat will receive this mailing.

It is also a requirement to inform municipal clerks of the commencement of source protection plans. **Attachment 3** is the draft of the notification to be sent to clerks in the CTC SPR

### **Updated Assessment Report Consultation**

Because the focus is shifting to the planning phase, consultation on the technical aspects of the updated assessment reports will be incorporated into a broader discussion about the development of source protection plans. This consultation will not be as extensive as the Assessment Report consultation of the fall of 2010. Until there are substantive policy and planning issues, it is felt that a broad consultation on the technical aspects will serve to detract from the upcoming consultation on planning and policy. However, landowners will be notified if, through the updated technical work, the vulnerability score of their property has increased to a point where significant threat activities could occur. Landowners whose score has not changed, or not increased sufficiently to make their property highly vulnerable will not be notified. Public open houses may be scheduled to consult on the Lake Ontario work as well as where Tier 3 work has identified potential significant *quantity* threats. The mandatory consultation on updated assessment reports does not require public meetings and is a single 30-day period, rather than a two step consultation period.

### **Pre-Consultation on SPP**

This initiative will follow the development, by the Source Protection Committee of draft Source Protection Plans. The pre-consultation is mandatory with those stakeholders who are identified in the draft policies as having *implementation* responsibilities rather than those stakeholders who would be governed by the policies. It is recommended that early consultation with affected stakeholders is also undertaken. The form this takes will be largely dependent on responses from residents to the above notice. However, it is envisioned that this outreach initiative may consist of *citizen round tables* where by selected individuals are invited to review draft policies and make comments/suggestions before the committee formally consults on source protection plans in the late winter-spring of 2012.

## **OTHER COMMUNICATIONS INITIATIVES**

### **Newsletter**

In February, the pamphlet on the Assessment Report will be mailed to region-wide stakeholders. SPC members will be given the opportunity to identify groups or individuals who should receive this mail out. Municipal and Economic representatives will be given the opportunity to enclose an introductory letter with this mailout, introducing its content. An email follow up to this will be sent to SPC members in early February with details. The mailing of this magazine is intended to be the initial contact in a series of communications. Following the distribution of the pamphlet/magazine, Source Water Protection newsletters will be published quarterly. The first issue of the Source Water newsletter for 2011 is anticipated to be distributed in April. Content of the newsletters will be reviewed and approved by the communications and outreach working group prior to release.

### **French Language Services**

As the cities of Toronto, Brampton and Mississauga are designated French language service areas, the source protection committee is required to translate material communicating to residents in these areas. The material to be available in French includes the website, as well as a number of other documents (e.g. executive summaries of reports and public notifications where the notice will affect residents in these areas). On January 7, 2011 an RFQ was sent for translation services of the website and several other documents. This tender closes on the 28<sup>th</sup> of January, and in the following week a vendor will be chosen per TRCA's purchasing policy. Translation of website will begin immediately thereafter.

### **Google Calendar (internal communications tool)**

It is recognized that as the source protection planning phase develops that there will be a number of additional meetings which will have to be managed. Staff has developed a password protected portion of the website at [www.ctcswp.ca](http://www.ctcswp.ca) which houses a calendar, maintained by staff with all meetings, events and important dates. SPC members may print the calendar, or access it on-line. The password for access to this site will be provided to SPC members by staff. Members who need help accessing the calendar or wish to include events on the calendar should contact Megan Price.

### **Municipal Council Briefings**

Staff and SPC members have received a number of requests to provide briefing on source protection planning, especially following the municipal elections in the fall of 2010. When the notice of commencement letters are sent out, additional requests may arise. Staff will be working with the municipal SPC member and where appropriate, the adjacent source protection region(s) staff and Chair. The objective is to coordinate the content of the briefing to cover all the source water protection work underway in that municipality. To date there are briefings scheduled for Town of Halton Hills and Dufferin County lower tier municipalities. A request has been received from Town of Uxbridge, but the date has not been set.

## **NEXT STEPS**

### *Consultation Letters*

Notification packages will be sent to residents as address data is received from municipalities. It is anticipated that this mail out will occur by the end of February. Municipalities will receive a draft of the notice prior to its distribution to the public and will be encouraged to contact their

SPC member, or staff at the CTC Source Protection Region with any questions or follow up. As with the Assessment Report consultation, residents who receive the letter will be encouraged to contact CTC staff, or municipal staff, if they have opted to enclose a letter.

#### *Newsletter*

Staff will begin to develop the content of the upcoming newsletters and has scheduled Communications and Outreach working group meetings to coincide with the completion dates of the drafts. The communications and outreach working group will give review and approve each newsletter before it is distributed.

#### *Public Events*

Staff continue to seek out public events at which showcase Source Water Protection. These include upcoming Lake Ontario Evenings, community ecological or environmental fairs, or presentations to community groups as requested. SPC members are encouraged to advise Megan of events that we should consider participating in or providing information at.

**Report prepared by: Megan Price, extension 5568**

**Emails: [mprice@trca.on.ca](mailto:mprice@trca.on.ca)**

**For Information contact: Megan Price, extension 5568**

**Emails: [mprice@trca.on.ca](mailto:mprice@trca.on.ca)**

**Date: January 13, 2011**

**Attachments: 3**

**Attachment 1**

**CTC Source Protection Committee  
Communications and Outreach Working Group Minutes  
Meeting #2/10 – December 7, 2010 10:00am – 2:00pm**

<b>Location:</b>	Moraine Boardroom, 70 Canuck Ave, Downsview Park
<b>Attendees:</b>	CO WG Members: Fred Ruf, Peter Orphanos CA Staff and Consultants: Megan Price

<b>Detail</b>	<b>Follow Up</b>
Introductions - Purpose of meeting & desired outcomes	No Follow up required
Assessment Report Consultation Feedback a. Open houses b. Poster series/magazine	No Follow up required
2011-2012 Objectives <i>To continue to engage potentially affected landowners and support partner municipalities in the development of Source Protection</i> Plans by: a) <i>Engaging landowners in policy development</i> b) <i>Increasing attendance at public events</i> c) <i>Targeting outreach to smaller municipalities</i> d) <i>Working with municipalities on inter-jurisdictional issues</i>	The Communications and Working Group (COWG) approved these Objectives
Consultation requirements through 2012	No Follow up required
Target Audiences a) <i>Landowners who are, or would be significant</i> b) <i>Municipalities</i> c) <i>Landowners who are, or would be low, moderate</i> d) <i>General Public</i>	The COWG approved these target audiences, with the addition under the General Public category of exploring outreach and education initiatives to children through schools/libraries.
Communications Strategy a) <i>Source Protection Plan (see Attachment 1 steps 2&amp;3)</i> b) <i>Updated Assessment Reports</i>	The COWG approved the plan as put forward by the communications supervisor to: 1) Send SPP commencement notification after the approval of the notification by the SPC at the January 25 SPC meeting a. The commencement notification will request that residents respond to the committee (through an enclosed postcard) to help us

	<p>determine how they would like to be contacted (i.e. mailing list, public meetings, round tables, etc)</p> <ol style="list-style-type: none"> <li>2) Engage affected landowners through the fall of 2011 with a pre-consultation on the draft plans developed by the SPC (format to be determined by resident response to the above SPP commencement notification)</li> <li>3) Use planned 2011 outreach to begin to develop strategies to communicate the SPP in formal consultation period of Spring 2012.</li> <li>4) Engage councillors and municipalities through delegations to council as well as the distribution of a quarterly newsletter.</li> <li>5) That the consultation on the Updated Assessment Reports be designed to meet regulatory minimums in order to concentrate messaging on the SPP, except in the case where residents are greatly affected by changes to the Assessment Reports</li> </ol>
<p>Proposed Communications Materials</p> <ol style="list-style-type: none"> <li>a) <i>Newsletter (quarterly)</i></li> <li>b) <i>Website</i></li> <li>c) <i>Google Maps/Earth Tool</i></li> <li>d) <i>"Protecting our Water: Volume 2"</i></li> <li>e) <i>Other material as required</i></li> </ol>	<p>The COWG approved these communications materials, with the addition of a review of the existing E-learning module to determine if there should be further modules, and if so, what content they should include.</p>

**Attachment 2**

This package contains important information about efforts to protect your drinking water!

This notification letter is required by law to be sent to you under the *Clean Water Act, 2006*.

In this notice, you will find out:

1. Why you are getting this notification
2. Actions on how you can help to develop new policies
3. Information on what will happen as new policies are written
4. Who you can contact to get further information

The enclosed brochure is a summary of the scientific results to date and will give you valuable information about your municipal drinking water supplies.

Name  
Property Owner  
Address 1  
Address 2

Date

Dear <<name>>,

As part of the ongoing conversation we have started with you regarding protection of our municipal drinking water, we are writing to advise you about the upcoming preparation of a **Source Protection Plan** for the Credit Valley, Toronto and Region and Central Lake Ontario (CTC) Source Protection Region. This plan must address activities that, under the *Clean Water Act, (2006)*, are defined as *Significant Drinking Water Threats* to ensure that a specific activity does not result in risk to the municipal drinking water. The plan may also have policies addressing activities that are defined as *Moderate or Low Drinking Water Threats*. **Source Protection Plans** will build on the science of the now-completed **Assessment Reports**, which identify vulnerable areas where drinking water sources might be at risk of contamination or depletion.

**You live, own property or operate a business in a highly vulnerable area near <<SYSTEM>>'s municipal well.** You are receiving this notification because, according to the information contained in the <<Source Protection Area>> Assessment Report, the Source Protection Committee believes there are activities, which, if occurring on your property (now or in the future), are defined as a "*significant threat*" to drinking water under provincial law.

Examples of things that could be a "*significant threat*" in a highly vulnerable area include septic systems, fuel storage, manure spreading, handling or storage of road salt or application of pesticides. (For a complete list of things that could be significant drinking water threats, and how vulnerable areas are calculated, please see the attached brochure).

**According to provincial law, Landowners with "significant threat" activities on their property will be required to follow Source Protection Plan policies. The process for developing these policies is starting, and we want your opinion.**

**Join the conversation!**

Over the course of the next year, the Source Protection Committee will be working to develop discussion papers which outline policy options for the Source Protection Plans. The committee will use these as a base in writing the Source Protection Plans. We invite you to join us to review the draft proposed policies during the latter part of 2011. If interested, please complete and return the attached postcard, which will help us determine your preferred way to have a voice in protecting municipal drinking water.

**Background**

As a response to the tainted water tragedy in Walkerton in 2000, the Ontario government passed into law the *Clean Water Act, 2006*, which requires the development of science-based drinking water **Source Protection Plans**. The **Source Protection Committee** is overseeing this process. Planning to protect drinking water before it becomes contaminated or depleted is the best, most cost effective way to keep your water costs down, and protect your community's health for years to come.

## Source Protection Plan

The Source Protection Plan will:

1. Protect water supplies from activities currently happening in the vulnerable areas that might pollute our municipal drinking water; and
2. Make sure no future activities in these vulnerable areas will pollute our municipal drinking water.

The committee has a number of “tools” at its disposal to write the Source Protection Plans, they include:

- Prescribed Instruments (see attached information);
- Risk Management Plans (negotiated between municipalities and business owners);
- Prohibition of Activities;
- Restriction of Activities;
- Education and Outreach; or
- Combination of the above

The Source Protection Committee is committed to ensure **maximum accountability and transparency in the preparation, consultation and implementation of Source Protection Plan policies.**

If you are aware of a “significant threat” activity on your property, the Source Protection Committee is required to ask if that activity is governed by a *prescribed instrument* (for example a Certificate of Approval from the Ministry of the Environment or a Nutrient Management Plan). If so, could you please provide to us the instrument number and a description of the applicable provisions that regulate the activity? (More information on prescribed instruments is attached).

**(This section is only for WHPAs that Stewardship is targeting)** This spring, stewardship staff may be contacting you to discuss potential funding opportunities that are available for you to help protect drinking water in your community.

For more information or to sign up to have a say, go to our website at [www.ctcswp.ca](http://www.ctcswp.ca), or contact Megan Price, communications supervisor at [mprice@trca.on.ca](mailto:mprice@trca.on.ca) or 416-661-6600 extension 5752.

Yours sincerely,

Susan Self  
Chair, CTC Source Protection Committee

## NOTICE

«Clerkname\_first»«clerkname\_last»  
«clerktitle»  
«clerkaddress1»  
«clerkaddress2»  
«Clerkcity»  
«clerkpostal»

<<date>>

For the Attention of council:

Notice under O.Reg.287/07 Source Protection Plan Preparation for  
Drinking Water Source Protection in the Credit Valley, Toronto and  
Region and Central lake ontario (ctc) source protection region

Dear «clerkname\_last»,

We are writing to advise you about the upcoming preparation of a Source Protection Plan for Drinking Water Threat activities in the CTC Source Protection Region. This letter serves as a notice under Ontario Regulation 287/07.

### Background

The Ontario Clean Water Act, 2006 and the associated Regulations have prompted the formation of the CTC Source Protection Committee. The mandate of this Committee is to develop a science-based Source Protection Plan to ensure the protection of clean and plentiful municipal drinking water sources. «LTMunicipality»'s representative on the committee is «spcrep», «spcreptitle»

The first task of the Source Protection Committee was to develop its own Terms of Reference (TOR) for each of the three Source Protection Areas within the CTC Source Protection Region. The Terms of Reference outlined all the steps to be taken to develop and implement a Source Protection Plan. The TOR for the Toronto and Region, Credit Valley and Central Lake Ontario Source Protection Areas of the CTC Source Protection Region were approved by the Ministry of the Environment on August 17, 2009.

The second step in the process was to develop an Assessment Report (AR) for each Source Protection Area in the CTC Source Protection Region. The Assessment Reports identify vulnerable areas where municipal drinking water sources might face a risk of contamination or depletion and identifies drinking water threats within those vulnerable areas. After two consultation periods, the Central Lake Ontario Source Protection Area (CLOSPA) Proposed Assessment Report was submitted to the Director of the Ministry of the Environment's Source Protection Programs Branch on August 9, 2010 and the Toronto and Region Source Protection Area (TRSPA) and Credit Valley Source Protection Area (CVSPA) Proposed Assessment Reports were submitted on December 21, 2010.

The third step in the Drinking Water Source Protection process, the preparation of a science-based Source Protection Plan for each Source Protection Area in the CTC Source Protection Region has now begun.

### Source Protection Plans

The Source Protection Plans will build on the information contained in the earlier reports. The Source Protection Plans will outline policies and programs to eliminate or mitigate existing Significant Threats and to ensure that no new threats develop and may include policies and programs to address Moderate or Low Drinking water threats.

The CTC Source Protection Region is committed to keeping our municipal partners informed and engaged in the Source Protection Process, specifically now that we are entering the policy development phase. The Source Protection Committee has formed a Source Protection Plan working group which is overseeing development of policy options for the committee. The Working Group is supported by the Source Protection Plan Steering Committee, a committee made up of conservation authority and municipal staff representing a cross-section of municipalities. Municipal staff from the planning and water departments of all municipalities where there are municipal wells have been invited to participate in a series of facilitated workshops to develop the policy options. The whole Source Protection Committee will review the policy options to select draft proposed policies on which they will consult with municipalities and other stakeholders starting in later 2011.

The Source Protection Committee has a number of tools at their disposal to develop source protection plans, including:

1. Prescribed Instruments (provincial approvals such as Certificates of Approval)
2. Risk Management Plans (site-specific plans negotiated with owner and Risk Management Official)
3. Prohibition of Activities
4. Restriction of Activities (for example using municipal planning tools under the Planning Act)
5. Education and Outreach and Incentive Programs
6. Combination of the above

The Source Protection Committee will strive to maximize accountability and transparency in the preparation, consultation and implementation of Source Protection Plan policies. Municipalities' Official Plans must conform to the source protection plan policies that deal with significant drinking water threats and have regard for policies addressing moderate and low drinking water threats, when approved by the Minister of the Environment.

Your municipality is being represented by «sppscrep» on the Source Protection Committee. If your council would like further information, a presentation or a discussion with staff or councillors, please let your representative or our staff know. You will have also received notification when there is a formal opportunity for «LTMunicipality» to review and to provide input on the draft policies.

The Steering Committee and planned policy development workshops are the first step in developing policy options for the Source Protection Committee's consideration in developing the Source Protection Plans over the next 18 months. We look forward to working with you as we make progress towards completion of this process by August 2012. Thank you for your ongoing assistance with Drinking Water Source Protection. Should you require further information or have any questions, please contact Beverley Thorpe, Project Manager at 416 661-6600 extension 5577.

Yours sincerely,

Susan Self  
Chair,  
CTC Source Protection Region Committee

Cc, insert name of respective SPC municipal rep

RES. #227/11

**Receipt of the Fifth CTC Chair's Quarterly Report: TRSPA.**

CTC Chair's Quarterly Report to the three CTC Source Protection Authorities

Moved by:

Irv Harrell

Seconded by:

Louise Foster

**THAT CTC SPC receives the TRSPA Fifth Chair's Quarterly Report from the CTC Source Protection Committee Chair, to the appropriate CTC Source Protection Authority.**

**CARRIED**

**BACKGROUND**

As required by Section 21 of the *Clean Water Act, 2006* the CTC Source Protection Committee (SPC) must provide a quarterly report to each of the Source Protection Authorities within the CTC Source Protection Region. The CTC Chair, in agreement with the CAO of **Toronto and Region Source Protection Authority**, will provide written quarterly reports in the months of December, March, June and September until the Source Protection Plan is submitted in August, 2012. It is the preference of all three Source Protection Authorities within the CTC Source Protection Region that these quarterly reports be received by the Conservation Authority board and accepted as correspondence by the Source Protection Authority at the subsequent convened Source Protection Authority meeting.

**Assessment Report: TRSPA**

*Proposed Assessment Report: TRSPA*

On December 21, 2010 the *Proposed Assessment Report: TRSPA* was delivered to the Director of Drinking Water Source Protection at the Ministry of the Environment (MOE). This submission followed two consultation periods: the first period ran from September 16, 2010 to October 22, 2010 and included a number of initiatives to engage potentially affected landowners. Following the first consultation, the SPC revised the Draft and on November 17, 2010 the *Proposed Assessment Report: TRSPA* was released for a second consultation period. The second, 30-day consultation ended on December 16, 2010. Additional information on the public consultation process for both consultation periods is provided below.

*Updated Assessment Report: TRSPA*

The CTC SPC has received receipt of approval of the TRSPA Updated Assessment Report workplan from the Director of Drinking Water Source Protection at the MOE which includes additional technical studies. These studies include further work on groundwater systems (Tier 3 Water Budget and assessment of transport pathways) as well as work on lake-based systems through the Lake Ontario Collaborative (Intake Protection Zone 3 threats modeling). The majority of these studies are being prepared by consultants under the supervision of the municipality responsible for the water system. The updated Assessment Report: TRSPA is due to the province in June, 2011 following another consultation period.

### **Source Protection Plans**

With the submission of the *Proposed Assessment Report: TRSPA* to the MOE, the program focus shifts to the development of Source Protection Plans. Under the direction of the Source Protection Plan Working Group, consultants have been hired to facilitate and organize a series of policy development workshops which began on January 12, 2011. There will be a series of at least four workshops, designed to cover the different types of threats identified in the region, review existing policies and instruments covering these types of threats, and write draft policies for the SPC to consider.

Following the completion of the workshops, a policy discussion paper will be drafted for consideration by the SPC in their development of Source Protection Plans.

### **Public Consultation**

#### Assessment Report

On September 16, 2010 the *Draft Proposed Assessment Report: TRSPA* was made available electronically at [www.ctcswp.ca](http://www.ctcswp.ca) as well as in paper copy at Conservation Authority offices. During this first consultation period ads were also taken out in area-wide newspapers to notify residents of the dates, locations and times of the various open houses. Copies of the *Draft Proposed Assessment Report: TRSPA* were sent to clerks of municipalities wholly or partially within the TRSPA.

As part of the mandated consultation process of the Assessment Report, the SPC is required to submit notification to “every person who the SPC believes could be engaging in one or more activities that are or would be significant drinking water threats.” Approximately 3,400 Notifications were sent in the TRSPA jurisdiction.

Five public open houses were scheduled during the first consultation period for residents in the TRSPA. **Attachment 1** provides a summary of the location and attendance at each open house. Response from both public and SPC members who attended was generally positive. Many people wanted to know what the implication for their property would be. Staff and committee members encouraged people to stay up to date and involved through the policy development phase.

Following receipt of public comments, the *Proposed Assessment Report: TRSPA* was released for a second round of consultation on November 17, 2010. Copies of the *Draft Proposed Assessment Report: TRSPA* were sent to clerks of municipalities wholly or partially within the Toronto and Region Source Protection Area. The comment period closed on December 16, 2010. Comments received were submitted to the MOE along with the proposed report on December 21, 2010.

Source Protection Planning Commencement Notification

The next round of consultation will happen in February, 2011. As part of the *Clean Water Act, 2006* and its regulation, the SPC is required to inform residents on whose property there are, or could be significant threats of the fact that the SPC is beginning to develop source protection plans. This mailing is anticipated to occur in February, 2011. The notification letters will set out the process and timing of the source protection plan development steps. Affected individuals and municipalities will be consulted during the development of the proposed source protection plans as well as have opportunity for formal consultation on the proposals prior to submission to the province in August 2012.

Presentation to Council

The Chair of the CTC Source Protection Region and/or Senior Staff periodically make delegations to municipal councils in the region's jurisdiction to keep them informed of the source protection process. There has recently been a request from Uxbridge's council for a presentation. The date is TBD, likely in February, 2011. The briefing is being coordinated with the staff and chair of the South Georgian Bay Lake Simcoe Source Protection Region to ensure that the full range of source water protection tasks underway within Uxbridge are included.

**NEXT STEPS**

The next CTC SPC Chair's quarterly report will be delivered in April 2011 and will provide an update on the Updated Assessment Report work, public consultation planning update for the Source Protection Plans and update on the Source Protection Planning Workshops.

**Report prepared by: Megan Price, extension 5568**

**Emails: [mprice@trca.on.ca](mailto:mprice@trca.on.ca)**

**For Information contact: Megan Price, extension 5568**

**Emails: [mprice@trca.on.ca](mailto:mprice@trca.on.ca)**

**Date: January 13, 2011**

**Attachment: 1**

**Attachment 1**

<b>Date</b>	<b>Venue</b>	<b>System</b>	<b>Public</b>	<b>SPC Members/Staff</b>
September 30	Ajax Community Centre	Lake Ontario Collaborative/Ajax	0	5
October 6	Latcham Hall	Stouffville/Uxville	35	8
October 7	Nobleton Community Centre	Nobleton/King City	45	7
October 13	Caledon Community Complex	Caledon/Alton/ Inglewood/ Cheltenham	20	9
October 14	Clarke Memorial Hall	Lake Ontario Collaborative	4	4

RES. #228/11

**Receipt of the Fifth CTC Chair's Quarterly Report: CVSPA.**

CTC Chair's Quarterly Report to the three CTC Source Protection Authorities

Moved by:

Irv Harrell

Seconded by:

Louise Foster

**THAT CTC SPC receives the CVSPA Fifth Chair's Quarterly Report from the CTC Source Protection Committee Chair, to the appropriate CTC Source Protection Authority.**

**CARRIED**

**BACKGROUND**

As required by Section 21 of the *Clean Water Act, 2006* the CTC Source Protection Committee (SPC) must provide a quarterly report to each of the Source Protection Authorities within the CTC Source Protection Region. The CTC Chair, in agreement with the CAO of **Credit Valley Source Protection Authority**, will provide written quarterly reports in the months of December, March, June and September until the Source Protection Plan is submitted in August, 2012. It is the preference of all three Source Protection Authorities within the CTC Source Protection Region that these quarterly reports be received by the Conservation Authority board and accepted as correspondence by the Source Protection Authority at the subsequent convened Source Protection Authority meeting.

**Assessment Report: CVSPA**

*Proposed Assessment Report: CVSPA*

On December 21, 2010 the *Proposed Assessment Report: CVSPA* was delivered to the Director of Drinking Water Source Protection at the Ministry of the Environment (MOE). This submission followed two consultation periods: the first period ran from October 29 to November 2 and included a number of initiatives to engage potentially affected landowners. Following the first consultation, the SPC revised the Draft and on November 17, 2010 the *Proposed Assessment Report: CVSPA* was released for a second consultation period. The second, 30-day consultation ended on December 16, 2010. Additional information on the public consultation process for both consultation periods is provided below.

*Updated Assessment Report: CVSPA*

The CTC SPC has received receipt of approval of the CVSPA Updated Assessment Report workplan from the Director of Drinking Water Source Protection at the MOE which includes additional technical studies. These studies include further work on groundwater systems (Tier 3 Water Budget and assessment of transport pathways) as well as work on lake-based systems through the Lake Ontario Collaborative (Intake Protection Zone 3 threats modeling). The majority of these studies are being prepared by consultants under the supervision of the municipality responsible for the water system. The updated Assessment Report: CVSPA is due to the province in June, 2011 following another consultation period.

### **Source Protection Plans**

With the submission of the *Proposed Assessment Report: CVSPA* to the MOE, the program focus shifts to the development of Source Protection Plans. Under the direction of the Source Protection Plan Working Group, consultants have been hired to facilitate and organize a series of policy development workshops which began on January 12, 2011. There will be a series of at least four workshops, designed to cover the different types of threats identified in the region, review existing policies and instruments covering these types of threats, and write draft policies for the SPC to consider.

Following the completion of the workshops, a policy discussion paper will be drafted for consideration by the SPC in their development of Source Protection Plans.

### **Public Consultation**

#### Assessment Report

On September 16, 2010 the *Draft Proposed Assessment Report: CVSPA* was made available electronically at [www.ctcswp.ca](http://www.ctcswp.ca) as well as in paper copy at Conservation Authority offices. During this first consultation period ads were also taken out in area-wide newspapers to notify residents of the dates, locations and times of the various open houses. Copies of the *Draft Proposed Assessment Report: CVSPA* were sent to clerks of municipalities wholly or partially within the CVSPA.

As part of the mandated consultation process of the Assessment Report, the SPC is required to submit notification to every person who the SPC believes could be engaging in one or more activities that are or would be significant drinking water threats. Approximately 13,000 Notifications were sent in the CVSPA jurisdiction.

Five public open houses were scheduled during the first consultation period for residents in the CVSPA. **Attachment 1** provides a summary of the location and attendance at each open house. Response from both public and SPC members who attended was generally positive. Many people wanted to know what the implication for their property would be. Staff and committee members encouraged people to stay up to date and involved through the policy development phase.

Following receipt of public comments, the *Proposed Assessment Report: CVSPA* was released for a second round of consultation on November 17, 2010. Copies of the *Draft Proposed Assessment Report: CVSPA* were sent to clerks of municipalities wholly or partially within the Credit Valley Source Protection Area. The comment period closed on December 16, 2010. Comments received were submitted to the MOE along with the proposed report on December 21, 2010.

#### Source Protection Planning Commencement Notification

The next round of consultation will happen in February, 2011. As part of the *Clean Water Act, 2006* and its regulation, the SPC is required to inform residents on whose property there are, or could be significant threats of the fact that the SPC is beginning to develop source protection plans. This mailing is anticipated to occur in February, 2011. The notification letters will set out the process and timing of the source protection plan development steps. Affected individuals and municipalities will be consulted during the development of the proposed source protection plans as well as have opportunity for formal consultation on the proposals prior to submission to the province in August 2012.

### Presentation to Council

The Chair of the CTC Source Protection Region and/or Senior Staff periodically make delegations to municipal councils in the region's jurisdiction to keep them informed of the source protection process. On February 17<sup>th</sup>, 2011, the CTC Source Protection Committee Chair and staff, in conjunction with the South Georgian Bay Lake Simcoe (SGBLS) Source Protection Region and the Lake Erie Source Protection Region will attend an information session for municipal councilors of the Dufferin Headwaters area being hosted by Bob Burnside, the CTC SPC municipal member for this area. Because the headwaters' municipalities straddle several SPRs, these neighbouring Source Protection Regions have committed to sharing technical results with each other and these municipalities. This evening will be an important information session which will communicate the results of the Assessment Reports and the development of source protection plans in the Source Protection Areas which encompass the headwaters region.

On March 8<sup>th</sup>, 2011, the Chair of the Source Protection Committee will be making a presentation to the council of Halton Hills on behalf of both the CTC and Halton-Hamilton Source Protection Regions. Coordination of briefings with the staff and chairs of adjacent Source Protection Regions will ensure that the full range of source water protection tasks underway within the municipality are included.

### **NEXT STEPS**

The next CTC SPC Chair's quarterly report will be delivered in April 2011 and will provide an update on the Updated Assessment Report work, public consultation planning update for the Source Protection Plans and update on the Source Protection Planning Workshops.

**Report prepared by: Megan Price, extension 5568**

**Emails: [mprice@trca.on.ca](mailto:mprice@trca.on.ca)**

**For Information contact: Megan Price, extension 5568**

**Emails: [mprice@trca.on.ca](mailto:mprice@trca.on.ca)**

**Date: January 13, 2011**

**Attachment: 1**

**Attachment: 1**

<b>Date</b>	<b>Venue</b>	<b>System</b>	<b>Attendance</b>
October 13	Caledon Community Complex	Caledon/Alton/ Inglewood/ Cheltenham	29
October 14	Clarke Memorial Hall	Lake Ontario Collaborative	8
October 19	David's Restaurant	Erin/Bel-Erin/Hillsburgh	29
October 20	Monora Park	Orangeville/Mono/ Amaranth	18
October 27	Acton High School	Acton/Georgetown	33

RES. #229/11

**Receipt of the Fifth CTC Chair's Quarterly Report: CLOSPA.**

CTC Chair's Quarterly Report to the three CTC Source Protection Authorities

Moved by:  
Seconded by:

Irv Harrell  
Louise Foster

**THAT CTC SPC receives the CLOSPA Fifth Chair's Quarterly Report from the CTC Source Protection Committee Chair, to the appropriate CTC Source Protection Authority.**

**CARRIED**

**BACKGROUND**

As required by Section 21 of the *Clean Water Act, 2006* the CTC Source Protection Committee (SPC) must provide a quarterly report to each of the Source Protection Authorities within the CTC Source Protection Region. The CTC Chair, in agreement with the CAO of the **Central Lake Ontario Source Protection Authority**, will provide written quarterly reports in the months of December, March, June and September until the Source Protection Plan is submitted in August, 2012. It is the preference of all three Source Protection Authorities within the CTC Source Protection Region that these quarterly reports be received by the Conservation Authority board and accepted as correspondence by the Source Protection Authority at the subsequent convened Source Protection Authority meeting.

**Assessment Report: CLOSPA**

*Proposed Assessment Report: CLOSPA*

On August 13, 2010 the *Proposed Assessment Report: CLOSPA* was delivered to the Director of Drinking Water Source Protection at the Ministry of the Environment (MOE). The SPC is awaiting approval from the MOE on this document.

*Updated Assessment Report: CLOSPA*

The CTC SPC has received receipt of approval of the CLOSPA Updated Assessment Report workplan from the Director of Drinking Water Source Protection at the MOE which includes additional technical studies. These studies include work on lake-based systems through the Lake Ontario Collaborative (Intake Protection Zone 3 threats modeling) and an assessment of transport pathways. The majority of these studies are being prepared by consultants under the supervision of the municipality responsible for the water system. The updated Assessment Report: CLOSPA is due to the province in June, 2011 following another consultation period.

**Source Protection Plans**

With the submission of the *Proposed Assessment Report: CLOSPA* to the MOE, the program focus shifts to the development of Source Protection Plans. Under the direction of the Source Protection Plan Working Group, consultants have been hired to facilitate and organize a series of policy development workshops which began on January 12, 2011. There will be a series of at least four workshops, designed to cover the different types of threats identified in the region, review existing policies and instruments covering these types of threats, and write draft policies for the SPC to consider.

Following the completion of the workshops, a policy discussion paper will be drafted for

consideration by the SPC in their development of Source Protection Plans.

## **Public Consultation**

### Source Protection Planning Commencement Notification

The next round of consultation will happen in February, 2011. As part of the *Clean Water Act, 2006* and its regulation, the SPC is required to inform residents on whose property there are, or could be significant threats of the fact that the SPC is beginning to develop source protection plans. This mailing is anticipated to occur in February, 2011. The notification letters will set out the process and timing of the source protection plan development steps. Affected individuals and municipalities will be consulted during the development of the proposed source protection plans as well as have opportunity for formal consultation on the proposals prior to submission to the province in August 2012.

### Presentation to Council

The Chair of the CTC Source Protection Region and/or Senior Staff periodically make delegations to municipal councils in the region's jurisdiction to keep them informed of the source protection process. There has recently been a request from Uxbridge's council for a presentation. The date is TBD, likely in February, 2011. The briefing is being coordinated with the staff and chair of the South Georgian Bay Lake Simcoe Source Protection Region to ensure that the full range of source water protection tasks underway within Uxbridge are included.

## **NEXT STEPS**

The next CTC SPC Chair's quarterly report will be delivered in April 2011 and will provide an update on the Updated Assessment Report work, public consultation planning update for the Source Protection Plans and update on the Source Protection Planning Workshops.

## SECTION IV - ITEMS FOR THE INFORMATION OF THE COMMITTEE

RES. #230/11

### Source Protection Plan Working Group Update.

Update on the Source Protection Plan Groundwater Policy Options Workshop #1 - Waste and Sewage, held on January 12, 2011 at Black Creek Pioneer Village.

Moved by: Peter Miasek  
Seconded by: Andrea Bourrie

**THAT the Source Protection Committee receive this report for their information.**

**CARRIED**

### BACKGROUND

The first of five facilitated workshops to formulate Source Protection Plan (SPP) Groundwater Quality policy options was held on January 12, 2011 at Black Creek. A total of 70 people were invited to attend the workshop from various stakeholder groups as follows (Participant list included as **Attachment 1**):

- Source Protection Committee/SPP working group members (SPC, SPPWG)
- SPP steering committee members (SPPSC)
- Planners and works staff from municipalities not represented on the SPPSC, but working in CTC municipalities with wells (as participants or observers)
- CTC staff and consultants
- Project managers from adjacent Source Protection Regions, plus
- Resource people with subject matter expertise from the Environmental Assessment and Approvals Branch, Ministry of Environment (MOE) and a municipal Chief Building Official (CBO).

This first workshop dealt with waste and sewage significant drinking water threats (SDWT) both existing and future. One week prior to the workshop all invitees were advised by email that the workshop materials, as prepared by consultants and approved for distribution by CTC staff, were available for download from the CTC Source Protection web portal. These materials included a Workshop Agenda, Discussion Paper #1: Waste and Sewage, and a Policy Options Toolkit. Members who have not received this material will be given copies on January 25th. These documents plus additional resources (*Clean Water Act, Regulation 287/07*, MOE Bulletins and Training Workshop Materials) were packaged in a binder and provided at the workshop to all attendees.

The Policy Options Toolkit is a resource document useful for all workshop/SDWT topics that provides: an overview of the mandatory and optional content of a SPP and the policy development process; descriptions and definitions of SDWT; a list of the significant threats in the TRSPA and CVSPA; a summary of the available policy tools; a glossary of SPP terms and; sets out a policy evaluation process based on previous direction from the CTC SPC.

Discussion Paper #1 provides information including: specific details for each of the Waste and Sewage SDWT, including definitions; where and why it is a DWT; the local scale of the threat; existing relevant legislation, policies and programs; examples of potential policies to address the threat for both existing threats and possible future threats and; a sample policy evaluation table. In keeping with one of the policy development principles advanced by the CTC SPC to minimize duplication of work through effective liaison and information sharing with other Source Protection Regions (SPR), staff give credit to and acknowledge the work done by Conservation Ontario and the Cataraqui and Halton-Hamilton SPR, which helped to inform the format and content of the CTC discussion paper.

### **WORKSHOP FORMAT AND PROCESS**

The workshop venue comprised both theatres at Black Creek Pioneer Village, with tables arranged at opposite ends for each of two break-out discussion groups, separated by round tables in the middle of the two rooms for the plenary presentations. The workshop was scheduled to run from 9:00 a.m. to 4:00 p.m. however the start was delayed due to a snowstorm and attendees arriving late. A Welcome and Introduction presentation was delivered by SPPWG Chair, Juli Abouchar, followed by presentations by the consultants to provide an overview of the Agenda plus the Policy Options Toolkit, and an explanation of Waste Threats. Attendees then relocated from plenary session tables to break-out discussion group tables, based on prior allocation by CTC staff to ensure a good mix of participants at each of the two break-out groups. Where participants were unable to attend, observers were assigned a place at the table so that each break-out group was comprised of approximately 15 invitees, one of the consultant facilitators and at least two CTC staff as resource people. The consultant planner plus MOE and CBO resource people floated between break-out groups to answer questions or provide advice as requested. Additionally, a recorder was present at each break-out group and projected live on-screen the policy options that were captured on computer through the facilitated discussions.

The afternoon session followed a similar format to the morning session, starting with a presentation by the consultant on sewage threats, and then approximately two hours spent in the facilitated break-out groups discussing policy options for sewage SDWT. There are nine subcategories of sewage threats, with four of those being existing SDWT in the CTC SPR. One break-out group tackled the list of existing sewage SDWT from the top down, while the other group worked from the bottom up, so that overall, policy options for each existing threat was discussed. Each group also spent some time discussing the remaining threats as one block of future threats that may be addressed together through a common set of policy options. This format was also used in the morning discussions on waste threats, for which three of ten threat subcategories are existing threats. CTC staff and consultants, in finalizing the planning for the workshops, determined that the most productive and efficient use of time would be to focus on significant DWT, and leave discussion of moderate and low threats to the final wrap-up workshop that will discuss the full range of optional SPP policies.

At the conclusion of the afternoon break-out discussion groups and prior to the end of the workshop, a plenary discussion was held with attendees to solicit their feedback on the workshop process, materials provided and any recommendations for improving future workshops. Additionally, an evaluation sheet was provided for comments to be submitted anonymously, with 19 sheets being completed and returned. The majority of the respondents were, very positive, and a few suggestions for improvements were included in the comments .

Workshop attendees were advised that further comments on policy options for waste and sewage threats could be submitted up to one week after the workshop, for consideration for inclusion in the consultants' follow-up report. This sparked a discussion and questions about how and when this initial revised draft Discussion Paper #1: Waste and Sewage, would be finalized. The initial conclusions to this discussion were that comments on any category of SDWT could be received at any time up to the drafting of the final Policy Options Discussion Paper (May 2011). Workshop attendees were subsequently reminded that their role was to provide advice, operational expertise and policy options, through the consultant, SPP WG and Steering Committee to the SPC. The SPC has the ultimate responsibility for what policy options were chosen for future consultation and for selection to be included in the draft Source Protection Plan. The SPC will be going through the process of selecting these options at the two-day session scheduled from June 20 to 22 (note the location for this session is being changed to another venue - more details will be forthcoming).

#### **WORKSHOP OUTPUT, FOLLOW-UP AND NEXT STEPS**

A debriefing teleconference was held the day after the workshop with SPC staff, consultants and the SPPWG Chair to assess the results of the workshop and evaluation sheets and to brainstorm any changes required for the future workshops. Key observations and conclusions included:

- workshop participants did not read the background materials fully prior to the workshop. To overcome this problem presentations on the policy tools and options, in addition to the nature of the threats, will be included in future workshops;
- the suite of policy options in the discussion paper needs to be expanded to include more diverse tools and options, but also simplified and consolidated to highlight the key approaches of addressing threats by "managing, phasing out or prohibiting". Accordingly, a small policy development group consisting of CTC staff, consultants, the SPPWG Chair and SPC members with subject matter expertise will meet prior to scheduled SPP Working Group and Steering Committee meetings to formulate more robust, creative and comprehensive policy options for subsequent workshop discussion papers;
- the time spent in the break-out groups to evaluate the various policy options was not seen as the best use of time for this group. Questions about the criteria - were they complete? how should they be weighted? - led to the observation that workshop participants should focus on ensuring a full range of policy options is developed while leaving the evaluation of the various policy options to the SPC, supported by staff consultants and consultation with subject matter experts and as part of the consultation process.

Following up from the workshop, two documents will be produced by the consultants. A Workshop Report will summarize the purpose, agenda and participants for the workshop; list the questions and answers from the plenary sessions; highlight the policy approaches for each sub-category of SDWT, along with the proposed policy options and comments about rationale, strengths and weaknesses of the various options. Several appendices will be included that identify break-out session participants, resource people, "parking lot" issues and responses; and provide a copy of the workshop presentations and a summary of the workshop evaluation forms filled out by participants. This document will be produced in time for its discussion at the February 8 meeting of the SPP WG & SPPSC. It will be made available to SPC members on the portal.

The second document will be a finalized Discussion Paper #1, that incorporates any comments submitted after the workshop and addresses any corrections or omissions from the original paper. New or revised policy options will be included in the Workshop Report, as described above, as well as incorporated into the final policy options paper that will be the key deliverable from the consultants to the SPC as part of the overall final Policy Options Discussion Paper for May, 2011. This will also provide opportunity to include emerging information and options as the province continues to provide guidance bulletins and we have the opportunity to share and learn from other source protection regions.

As the above documentation from Workshop #1 is being compiled, planning for Workshop #2 is underway. Workshop #2 will deal with SDWT from agricultural and non-agricultural source material, fertilizers, pesticides and livestock. Draft Discussion Paper (DP)#2 will be provided to SPP WG & SPPSC members for their review one week prior to their next meeting on February 8. A revised DP #2 will be available to all workshop invitees one week prior to the workshop date of February 22. The format of the workshop will be tweaked according to the points discussed above. Resource people are being invited from several organizations to attend the workshop, including from the Ontario Federation of Agriculture, Ontario Ministry of Agriculture and Rural Affairs, the Ontario Soil and Crop Association, golf course industry regarding pesticides and fertilizers, and TRCA staff knowledgeable in the Audubon certification process for golf courses. SPC members with subject matter expertise will be invited to contribute their expertise to the small group policy development working session prior to the SPP WG & SPPSC meeting on February 8.

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**Date: January 13, 2011**  
**Attachment: 1**

**Attachment 1 - Participant List**

		<b>WS #1</b>
<b>SPC Members</b>	Doug Brown	<b>X</b>
<b>(not on Working</b>	Wendy Burgess	<b>X</b>
<b>Group)</b>	Bob Burnside	✓
	Michael D'Andrea	<b>X</b>
	Louise Foster	✓
	Michael Garrett	<b>X</b>
	Robert Goodings	✓
	Irv Harrell	<b>X</b>
	Laura McDowell	<b>X</b>
	Peter Miasek	✓
	Lynne Moore	✓
	John Presta	<b>X</b>
	Fred Ruf	✓
	Mark Schiller	<b>X</b>
	Norine Schofield	<b>X</b>
	Howard Shapiro	<b>X</b>
	John Westlake	<b>X</b>
<b>Working Group</b>	Juli Abouchar	✓
	Andrea Bourrie	<b>X</b>
	Jessica Ginsburg	✓
	Dave Kentner	✓
	Heather Laidlaw	<b>X</b>
	Peter Orphanos	✓
	Susan Self	✓
<b>Steering Committee</b>	Laura Atkins-Paul	✓
	Rodney Bouchard	<b>X</b>
	Richard Clark	✓
	Chris Darling	✓
	Mark Head	✓
	Ohi Izirein	✓
	John Linhardt	✓
	Greg Lymer	✓
	Tammy Silverstone	✓
	James Stiver	<b>X</b>
<b>Municipal</b>	Sarah Cannon (Halton)	✓
<b>Representatives</b>	Gary Cousins (Wellington)	<b>X</b>
	Mark Early (Mono)	<b>X</b>
	Christine Gervais (Amaranth)	<b>X</b>
	Tara Gudgeon (Halton)	<b>X</b>
	Tony Iacobelli (Vaughan)	<b>X</b>
	Stephen Kitchen (King)	<b>X</b>
	John McIntosh (Halton)	<b>X</b>
	Andrew McNeely (Whitchurch-Stouffville)	<b>X</b>
	Robert Muir (Markham)	✓
	Shelley Partridge (Halton)	✓
	Nancy Rutherford (Durham)	✓
	Frank Smedley (Erin)	✓
	Margaret Smith (Halton)	✓

	Sally Stull (Erin)	✓
	Richard Vandezande (Uxbridge)	✓
<b>Project</b>	Diane Bloomfield (HH SPR)	✓
<b>Managers and Staff/</b>	Ruth Victor (HH SPR)	✓
<b>Consultants from</b>	Don Goodyear (SGBLS)	X
<b>Neighbouring SPRs</b>	Martin Keller (Lake Erie SPR)	X
	Lorrie Minshall (Lake Erie SPR)	X
	Jennifer Stephens (Trent)	✓
<b>Resource People</b>	David Potter (Chief Building Official)	✓
	Ian Parrott (MOE, Cs of A Review Section)	✓
	Edgar Tovilla (MOE, Cs of A Review Section)	✓
<b>CTC Staff</b>	Bev Thorpe	✓
	David Burnett	✓
	Andrea Dube-Goss	✓
	Megan Price	✓
	Sylvia Waters	✓
	Don Ford	✓
	Gayle Soo Chan	✓
	Kerry Mulchansingh	✓
	Kathy Padgett	✓
<b>Consultants and</b>	Suzanne Barrett	✓
<b>Note-takers</b>	Joanna Kidd	✓
	Tony Usher	✓
	Alissa Golden	✓
	Ariana Cancelli	✓

**11. NEW BUSINESS**

**TERMINATION**

ON MOTION, the meeting terminated at 3:00., on January 25, 2011.

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