



CTC SOURCE PROTECTION COMMITTEE MEETING #1/21

Chair: Douglas Wright

AGENDA

Thursday January 21, 2021

9:00 a.m. to Noon

Zoom Virtual Meeting¹

Page
Number

1. **Welcome and Call to Order**
2. **Roll Call and Certification of Quorum - 15 Members Constitute a Quorum (2/3 of Members plus Chair)**
3. **Chair's Remarks**
 - 3.1 **Program Challenges and Opportunities**
4. **Review of Agenda**

THAT the agenda of January 21, 2021 be approved as distributed.
5. **Disclosure of Pecuniary Interest**
6. **Minutes of Previous Meetings**

THAT the amended minutes of the April 29, 2020 Part 1 meeting, the amended minutes of the May 13, 2020 meeting, and the minutes of the November 23, 2020 meeting be approved as circulated.

 - 6.1 **Business arising from Previous Minutes**
 - a. Update to the proposed schedule of 2021 CTC SPC meetings
7. **Committee Business**
 - 7.1 **Presentations**
 - a. **CTC Program Update**
 - **2021/2022 Work Plan Development**
 - **Source Protection Committee member recruitment and orientation**

Presentation by J. Ivey, Chief Specialist, Watershed Plans and Source Water Protection; C. Jacques, Specialist, Watershed Plans and Source Water Protection, Credit Valley Conservation

THAT the presentation be received.

 - 7.2 **Reports to Committee**
 - a. **Municipal Work Plans to Complete Risk Management Plans for Existing Significant Drinking Water Threats**

¹ CTC Source Protection Committee meetings are video recorded for the purpose of minute taking.



IT IS RECOMMENDED THAT the CTC Source Protection Committee receive the report on municipal work plans to complete risk management plans for existing significant drinking water threats for information;

AND FURTHER THAT CTC staff be directed to submit the municipal work plans, accompanied by this report, to the Ministry of the Environment, Conservation and Parks by May 1, 2021.

7.3 Other Business

8. Correspondence

8.1 Letter advising of resignation from the CTC Source Protection Committee.

From N. Crawhall. Dated November 19, 2020, to J. Ivey, Chief Specialist, Watershed Plans and Source Water Protection, Credit Valley Conservation.

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8.2 Letter requesting extension for s. 58 work plan. From J. Ivey, Chief Specialist, Watershed Plans and Source Water Protection, Credit Valley Conservation. Dated December 10, 2020, to T. Pesheva, Liaison Officer, Conservation and Source Protection Branch, Ministry of the Environment, Conservation and Parks.

5

8.3 Email advising of climate change vulnerability assessment training sessions. From D. Balika, Source Water Protection Lead, Conservation Ontario, Dated January 4, 2021, to Source Water Protection Program Managers.

6

8.4 Letter granting approved for extended deadline for s. 58 work plan. From D. Scanlon, Manager Approvals Unit, Conservation and Source Protection Branch, Ministry of the Environment, Conservation and Parks, Dated January 12, 2021, to J. Ivey, Chief Specialist, Watershed Plans and Source Water Protection, Credit Valley Conservation.

8

THAT the correspondence be received.

9. Next Meeting

March 2021 – virtual meeting

10. Adjourn

THAT the CTC Source Protection Committee meeting of January 21, 2021 be adjourned.

¹ CTC Source Protection Committee meetings are video recorded for the purpose of minute taking.

TO: Chair and Members of the Source Protection Committee
Meeting #1/21

DATE: January 21, 2021

FROM: Janet Ivey, Chief Specialist, Watershed Plans and Source Water Protection,
Credit Valley Conservation

RE: Municipal Work Plans to Complete Risk Management Plans for Existing
Significant Drinking Water Threats

KEY ISSUE

Municipal work plan to complete Risk Management Plans for existing Significant Drinking Water Threats by the extended deadline of December 31, 2023.

RECOMMENDATION

IT IS RECOMMENDED THAT the CTC Source Protection Committee receive the report on municipal work plans to complete risk management plans for existing significant drinking water threats for information;

AND FURTHER THAT CTC staff be directed to submit the municipal work plans, accompanied by this report, to the Ministry of the Environment, Conservation and Parks by May 1, 2021.

BACKGROUND

At meetings #1/20 and #2/20 on April 29 and May 13 of 2020, respectively, the Credit Valley - Toronto and Region - Central Lake Ontario (CTC) Source Protection Committee (SPC) received reports and presentations on the status of implementation of the CTC Source Protection Plan (SPP) between January 1 and December 31, 2019. At that time, of the 10,583 significant drinking water threats (SDWTs) that were enumerated in December 2015 when the CTC SPP came into effect, 424 of the threats remained to be addressed by policies in the SPP. As a result, the committee chose to report the status of SPP implementation as "Progressing well, but short of target" in its submission to the Province for 2019.

In 2019, 41 Risk Management Plans (RMPs) were established in the CTC Source Protection Region, the most RMPs finalized in any one calendar year to date. On an annual basis, there is great variation across municipalities in the number of RMPs that can be developed based on: the complexity of these documents; the number of threats being addressed through the RMP; and the willingness of the parties carrying out the activity(ies) to negotiate the parameters of the RMP.

The timeline to complete all Risk Management Plans to address existing activities designated under section 58 of the Clean Water Act was December 31, 2020, five (5) years from the effective date of the SPP (Policy T-6). At meeting #2/20, the CTC SPC authorized a 3-year extension to the December 31, 2020 deadline to complete RMPs for existing SDWTs. This decision acknowledged the number of SDWTs remaining to be addressed, typical RMP development timelines, Risk Management Official (RMO) capacity for SPP implementation, anticipated clarifications to the Director's Technical Rules for threats identification, and

challenges and delays anticipated in RMP development as a result of the COVID-19 pandemic. The deadline extension was contingent on submission of municipal work plans to the SPC at Meeting #1/21 and annual updates on workplan progression by February 1st of each calendar year through 2024.

The 3-year extension to December 31, 2023, was further approved by the Ministry of Environment, Conservation and Parks. The CTC Source Protection Region is required to submit a work plan on establishing the RMPs by the updated deadline, to the Ministry by May 1, 2021 (recently amended from February 1, 2021).

CTC SPR staff provided a template for municipal work plans in late December 2020. In early January, municipal RMOs submitted work plans and accompanying letters summarizing implementation challenges and proposed mitigation strategies to address challenges.

As a result of 2020 implementation efforts, municipalities have reduced outstanding existing SDWTs from the original SPP to 344, requiring approximately 208 RMPs. Outstanding RMPs are predominantly associated with application of road salt; livestock grazing, pasturing, or outdoor confinement areas; and agricultural source materials. Some outstanding RMPs are needed to address commercial fertilizer, pesticides, road salt, fuel, non-agricultural source materials, dense non-aqueous phase liquids and organic solvents, and snow storage. Table 1 summarizes municipal targets for RMP completion over the 3 years to the extended December 31, 2023 deadline. Due to challenges related to negotiating RMPs during the COVID-19 pandemic, targets for RMP completion in 2021 are modest, reflecting the expectation that the pandemic will continue to impact activities through much of this year.

TABLE 1: ANNUAL TARGETS FOR RISK MANAGEMENT PLAN COMPLETION

	2021	2022	2023	Total
Target # of RMPs to be completed	41	95	66	202 ¹

¹ Total RMPs excludes the 6 outstanding RMPs in the Town of Mono as of December 31, 2019. The Town of Mono s. 58 work plan was not received prior to report finalization.

Municipal work plans generally identified annual timelines for issuance of warning letters, notices or orders under s. 58 of the Clean Water Act. Section 58 notices allow RMOs to give a person notice that if no RMP is agreed to by a specified date, the RMO intends to impose a RMP. RMOs must allow at least 120 days after the notice is given for a person to agree to a RMP, prior to the RMO establishing a RMP by order.

Implementation challenges identified by municipal RMOs through presentations to the SPC in Spring 2020 included the time consuming nature of the threat verification and RMP negotiation process, the priority placed on RMPs initiated through the land use planning and building permit process, additional complexities in negotiating agricultural RMPs (seasonal availability, multiple threats, regulatory burden), and COVID-19 pandemic impacts. Further, RMOs noted that use of the legal instruments under s. 58 could be an equally lengthy process.

RMOs elaborated on COVID-19 pandemic effects in the letters accompanying their section 58 work plans:

- RMOs are working remotely with limited field work due to health and safety considerations. While RMOs continue to engage property and business owners through letters, emails, phone calls, and available virtual tools, communications are requiring

additional time to ensure the RMP process is fully understood and will be successfully implemented.

- Provincial restrictions have coincided in some cases with availability of property or business owners (e.g., lockdown during the November – March window for working with farmers).
- Municipal staff are mindful of the economic impact and stress of the pandemic on business owners and have, in some cases, elected to postpone engagement on RMPs.
- The pandemic has affected recruitment for vacant staff positions, with resulting impacts on municipal capacity.

Mitigation strategies identified by RMOs include:

- Filling vacant staff positions for which recruitment was put on hold in 2020.
- Pacing annual RMP completion targets to reflect anticipated greater potential for field work and engaging of property and business owners in 2022 and 2023, when it is hoped pandemic-related restrictions will lessen.

DETAILS OF WORK TO BE DONE

Annual implementation progress reporting for January 1 to December 31, 2020, is underway. Municipal progress reports are due February 1, 2021, and the draft progress report will be brought forward to the SPC for endorsement in March. CTC staff will submit the provided s. 58 municipal work plans to the Ministry of Environment, Conservation and Parks by May 1, 2021, along with the annual progress report. RMOs will continue to be engaged in resolving implementation challenges through Municipal Implementation Group Meetings in 2021.

Report prepared by:

Janet Ivey, Chief Specialist, Watershed Plans and Source Water Protection, Credit Valley Conservation

T: 905-670-1615, ext. 379

Email: Janet.ivey@cvc.ca

Date: January 14, 2021

Ivey, Janet

From: Crawhall, Nicola <Nicola.Crawhall@york.ca>
Sent: Thursday, November 19, 2020 4:00 PM
To: Ivey, Janet
Cc: Lister, Scott
Subject: [External] My membership on the CTC SPC

Follow Up Flag: Follow up
Flag Status: Completed

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Hi Janet,

Congratulations on your not so recent appointment as the CTC SPC project manager. I'm sorry this has to be my first communication with you. I am currently a member at large, bringing a general municipal perspective by virtue of my mainly municipal base of clients in my consulting business. However, in October I accepted a position at York Region. As you know, Scott Lister is York Region's representative. Scott and I spoke and we agreed that it makes most sense for him to continue on as York rep. I therefore have to resign from the committee. It has been a great pleasure serving on the committee. I will miss the committee members and learning about the great progress that the RMOs and RMIs are making in protecting sources of drinking water throughout the CTC region.

Please let me know if you need a formal letter from me or York Region to make my resignation official.

Regards,

Nicola

Nicola Crawhall | Program Manager, Policy and Research, Strategy and Innovation Branch, Environmental Services Department

The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1
289-763-4620 | nicola.crawhall@york.ca | york.ca

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

Ivey, Janet

From: Ivey, Janet
Sent: Thursday, December 10, 2020 3:21 PM
To: Pesheva, Tea (MECP)
Subject: CTC SPR - request re: S. 58 extension work plan
Attachments: 11-COR_20200729_MECP_s58_Extension.pdf

Hi Tea,

Regarding CTC's s. 58 extension to the deadline for municipalities to complete RMPs for existing SDWTs.

It is anticipated that 5 municipalities within the CTC SPR will take advantage of the s. 58 extension described in the attached letter from Debbie Scanlon. Work plans will be prepared by the affected municipalities and reviewed by the CTC SPC. The attached letter requests a work plan summary be submitted to the Ministry by February 1, 2020.

Some municipalities have requested SPA guidance regarding work plan development. Work plan guidance has been delayed by the 4 month gap and subsequent replacement of the CTC Program Manager. Further, development of the s. 58 work plan will be concurrent with collecting 2020 municipal implementation progress data (by February 1, 2021). To synchronize these two processes, on behalf of the CTC SPR, I am requesting that the work plan summary be submitted to the Ministry with the 2020 Annual Progress Report by May 1, 2021.

Best regards,

Jan

Janet Ivey, BSc (Env), MA, PMP

Chief Specialist, Watershed Plans and Source Water Protection | Credit Valley Conservation

905-670-1615 ext 379 | C: 437-247-8078 | 1-800-668-5557

Janet.ivey@cvc.ca | cvc.ca

Ivey, Janet

From: Deborah Balika <DBalika@conservationontario.ca>
Sent: Monday, January 4, 2021 4:10 PM
To: Amy Dickens (Quinte); Angela Mills (Catarauqui) ; Bill Thompson (LSRCA); Brian Stratton (RVCA) ; Carl Seider (Grey Sauble) ; Chitra Gowda (HRCA); Crystal Percival (MRCA); David Ellingwood (NBMCA); Don Ford (TRCA); Donna Clarkson (ABCA); Gail Willis (Lakehead); Holly Evans (CRCA); Ilona Feldmann (Grand River); Ivey, Janet; Jenna Allain (UTRCA); Katie Stammler (ERCA); Keith Taylor (LTC); Mulchansingh, Kerry; Madison Keegans (NDCA); Marika Livingston (Mississippi-Rideau); Marlene McKinnon (SSMRCA) ; Martin Keller (GRCA); Mary Lynn MacDonald (ABCA); Phil Barnes (RRCA); Richard Pilon (RRCA); Roderick Wilmot (CLOCA); Tammy Cook; Thomas Proks (NPCA)
Subject: [External] Climate Change Vulnerability Assessment Tool for Drinking Water Sources Training Sessions-2021
Attachments: DWSP CCVAT Training Sessions March 2021 Promotion.pdf

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Good afternoon Project Managers,
Happy New Year!

Why not start the year off with a great professional development opportunity?

Conservation Ontario would like to invite you to a **virtual Climate Change Vulnerability Assessment Tool (CCVAT) training session** in early March 2021. There are 2 days to choose from- **March 2 or March 4, 2021**. See the flyer below for more details. I have attached the original flyer in PDF format for sharing purposes.

We listened to feedback received from the CCVAT training needs survey, and the Climate Change Vulnerability Assessment Working Group has designed an enhanced CCVAT training session, built on previous training sessions, to meet **your** needs.

Please share with your municipal and CA colleagues. Don't miss out on this great opportunity!

Sincerely,
Debbie



Climate Change Vulnerability Assessment Tool for Drinking Water Sources Training Sessions-2021

Conservation Ontario (CO) is pleased to invite you to attend an enhanced **virtual** training session on the use of the DWSP Climate Change Vulnerability Assessment Tool for the water quality of drinking water sources, in early March 2021. There are 2 dates to choose from: **March 2** or **March 4, 2021**.

This full, **one day, hands on** session builds on previous training provided (early 2020) and includes:

- Climate data curation & dataset creation
- Plotting historic and future data
- Basic statistical analysis
- Using the Climate Change Vulnerability Assessment Tool step by step
- A Multi- discipline training team

This tool applies a climate change lens to drinking water source protection. It is a semi-quantitative, Excel-based tool developed through a multi-stakeholder, collaborative project coordinated by CO under the Drinking Water Source Protection program.

To register please contact Debbie Balika, CO Source Water Protection Lead, (dbalika@conservationontario.ca) indicating the date you wish to attend.



www.conservationontario.ca

Debbie Balika (M.Sc)
Source Water Protection Lead
Conservation Ontario
120 Bayview Parkway
Newmarket ON L3Y 3W3
dbalika@conservationontario.ca
Cell: 905-251-2802

DRINKING WATER
SOURCE PROTECTION
Remembering Walkerton

Ivey, Janet

From: Scanlon, Debbie (MECP) <Debbie.Scanlon@ontario.ca>
Sent: Tuesday, January 12, 2021 4:10 PM
To: Ivey, Janet
Cc: Jacques, Craig; Katona, Keley (MECP); Pesheva, Tea (MECP); DesLauriers, Angelune (MECP)
Subject: [External] RE: CTC SPR - request re: S. 58 extension work plan

[CAUTION] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. If in doubt contact help211@cvc.ca

Hi Janet,

Thank you for your email regarding the summary of work (workplan) necessary to complete the establishment of risk management plans by the new CTC policy timeline of December 31, 2023.

I understand that the source protection authority did not have a full-time project manager for several months last year, and this resulted in delays in completing the workplan by the requested date of February 1, 2021. In addition as you note, the workplan would be informed by data collected from municipalities for the purpose of annual progress reporting.

I therefore amend the submission date for the workplan to May 1, 2021. The timeline for the implementation of risk management plan policies remains December 31, 2023.

Please don't hesitate to let us know if you have any questions.

Regards,

Debbie Scanlon (she/her) | Manager Approvals Unit | Conservation and Source Protection Branch | Ministry of the Environment, Conservation and Parks | 647.627.5917

From: Ivey, Janet <janet.ivey@cvc.ca>
Sent: January 7, 2021 2:40 PM
To: Pesheva, Tea (MECP) <Tea.Pesheva@ontario.ca>
Cc: Jacques, Craig <craig.jacques@cvc.ca>
Subject: RE: [External] RE: CTC SPR - request re: S. 58 extension work plan

Hi Tea – Thank you for following up on this before the holiday break. I am urgently hoping for a response, as if the extension isn't approved I'll need to move forward with a January 21st SPC meeting (agenda to go out in a week). Please advise as soon as possible.

Best,

Jan

**** I am working from home and best reached by email or my cell # below.**

Janet Ivey, BSc (Env), MA, PMP

From: Pesheva, Tea (MECP) <Tea.Pesheva@ontario.ca>
Sent: Monday, December 21, 2020 12:53 PM
To: Ivey, Janet <janet.ivey@cvc.ca>
Subject: [External] RE: CTC SPR - request re: S. 58 extension work plan

Hi Janet,

Thank you for sending in your question. I just wanted to reach out to let you know that I have raised this for awareness with our management. And we will send you an official response to your request in the new year.

In the meantime, please let me know if you have any other questions.

Otherwise, I'm wishing you a happy, safe and restful holiday season! 😊

All the best,

Tea Pesheva
Liaison Officer
Conservation and Source Protection Branch
Ministry of the Environment, Conservation and Parks
40 St. Clair W, 14th Floor, ON, M4V 1M2
Mobile: 289-962-3912

From: Ivey, Janet <janet.ivey@cvc.ca>
Sent: Thursday, December 10, 2020 3:21 PM
To: Pesheva, Tea (MECP) <Tea.Pesheva@ontario.ca>
Subject: CTC SPR - request re: S. 58 extension work plan

Hi Tea,

[Regarding CTC's s. 58 extension to the deadline for municipalities to complete RMPs for existing SDWTs.](#)

It is anticipated that 5 municipalities within the CTC SPR will take advantage of the s. 58 extension described in the attached letter from Debbie Scanlon. Work plans will be prepared by the affected municipalities and reviewed by the CTC SPC. The attached letter requests a work plan summary be submitted to the Ministry by February 1, 2020.

Some municipalities have requested SPA guidance regarding work plan development. Work plan guidance has been delayed by the 4 month gap and subsequent replacement of the CTC Program Manager. Further, development of the s. 58 work plan will be concurrent with collecting 2020 municipal implementation progress data (by February 1, 2021). To synchronize these two processes, on behalf of the CTC SPR, I am requesting that the work plan summary be submitted to the Ministry with the 2020 Annual Progress Report by May 1, 2021.

Best regards,

Jan

Janet Ivey, BSc (Env), MA, PMP

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