



**DRINKING WATER  
SOURCE PROTECTION**  
ACT FOR CLEAN WATER

CTC Source Protection Region



## **TERMS OF REFERENCE PREPARATION**

### **SPC Update Seeking Approval of New Timelines/Approach**

**April 14, 2008  
Beverley Thorpe  
CTC SWP Project Manager**



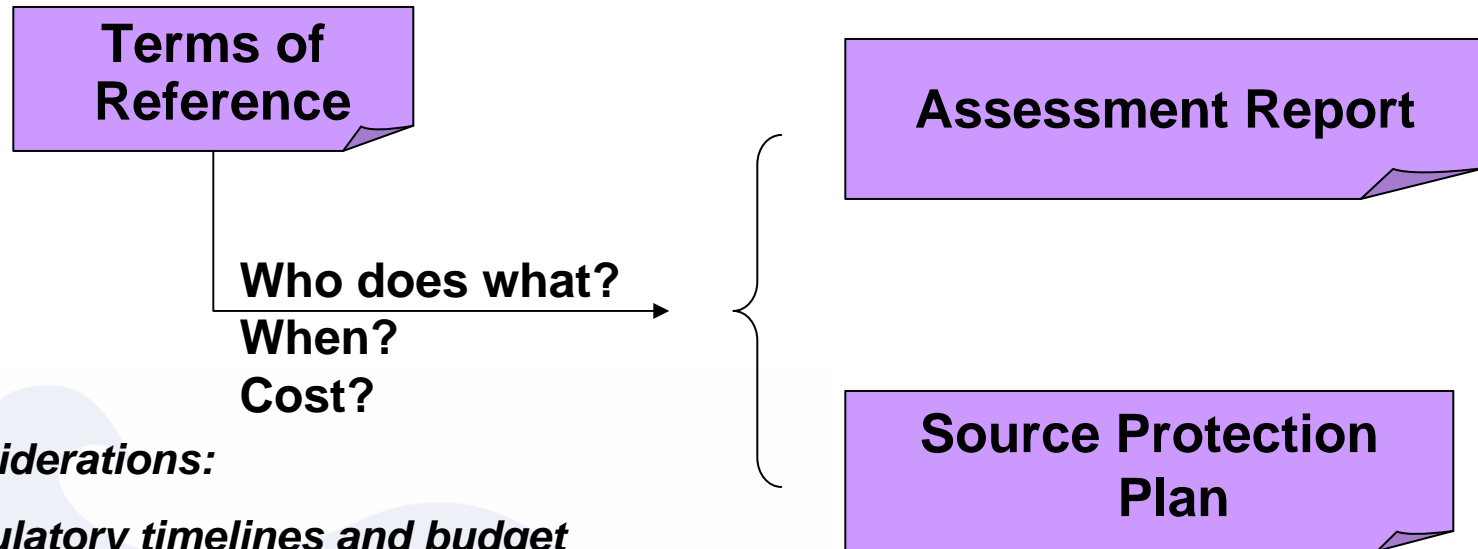
## Decisions & Information Sought

1. Approval to revise timetable for SPC approval and public consultation on Terms of Reference **Note this is updated from staff report Agenda Item 7.1**
2. Approval to engage a facilitator for SPC meetings to review and approve TOR – May 13, 2008 & June 9, 2008 and to provide advice on report suitable for public consultation
3. Approval to plan for 3 formal consultation sessions, one in each SPA on TOR
4. SPC members to identify issues/matters they wish addressed in next draft of Terms of Reference

## Outline of Presentation

- Background on work required and completed to date to complete TOR
- Proposed revisions to schedule to complete TOR & SPC to submit to each SPA
- Proposal to engage SPC facilitator
- Next steps

## Background Terms of Reference: At a Glance



### **Considerations:**

- **Regulatory timelines and budget**
- **Work already done**
- **Matters that may affect other source protection areas**
- **Consultation**
- **Great Lakes agreements**

## Background - Terms of Reference Content Requirements

- Separate ToR required for each of the 3 source protection areas in CTC
- Content Requirements of ToR
  - Maps (source protection area and region)
  - List of Municipalities in the Source Protection Area
  - List of Drinking Water Systems
  - List of Exempted Drinking Water Systems (municipal residential)
  - List of Matters that Affect Other SPCs.
  - Work Plan (Task, Lead, Completion Date, and Estimated Cost)
  - Submission of the Source Protection Plan to the Minister
  - Council resolutions for “other” systems and exempted systems



## CTC Draft TOR Documents Overview of Work To Date/Underway

- MLTORWG had 2 workshops to identify key tasks for SPP
- CA project staff have reviewed & updated workplans for assessment report completion
- April 11 TOR versions capture only part of work in-progress, e.g.
  - Included is the list of the water systems & historical costs
  - Missing are, e.g.:
    - estimates for new work to complete assessment report and prepare source protection plans
    - information on Lake Ontario studies & Great Lakes issues,
    - matters affecting adjacent SPRs
    - Consultation proposals for assessment report & SPP
    - maps

## CTC Draft TOR Documents – Overview of Work Underway

- Project leads and planning staff of 3 CAs are currently preparing this information for inclusion in next draft
  - CA staff meeting April 16 to add more information to TOR
  - MLTORWG will be briefed on this work @ April 18 meeting and asked for response to specific questions/issues, e.g.
    - Is the list of drinking water systems correct
    - Further discussion on how to develop SPP elements – joint coordinated effort or individual municipal leads
  - Municipal Technical Advisory Committee meeting for April 18 is being deferred until more work completed.

## CTC Draft TOR Documents – Overview of Planned Work

- Lake Ontario work is awaiting response from MOE on proposed scope changes
  - Meeting tentatively set for April 18 to develop further within CTC
- Discussions with individual municipalities on the information in TOR
  - Will be undertaken by CA project leads to clarify/confirm information
- Target May 2 to circulate penultimate draft to SPC for review at May 13 meeting



## REVISED TIMELINE

- See revised schedule attached to slide deck
- Decision points
  1. Delay completion of draft TOR & posting until after June 9 meeting – additional time required to complete TOR and provide review by SPC
  2. Facilitation of SPC discussions at May 13 & June 9 meeting. Is facilitation required at Aug 11 meeting also when final TOR approved?
  3. Public Consultation would be delayed to mid-July.

## Formal Public Consultation on Each TOR Background

- Publish a notice in one or more newspaper and in other areas, that includes:
  - Availability of ToR on Internet for inspection and commenting
  - Hold a public meeting (at least 21 days of notice)
  - Written comments submitted to the SPC (within 35 days of the notice)

**Notice**

**Public Meeting**

**Written comments  
submitted to SPC**

**At least 21 days**

**Within 35 days**

## Finalizing Proposed ToR

- SPC will consider:
  - All written comments from the 35 day posting
  - Comments made at the public meeting
  - Written comments made on the draft when submitted to the parties listed previously (e.g. municipalities, Great Lake Groups, SPCs with matters)



## Formal Consultation

- Decision points
  - Confirm timing of consultation in July
    - Propose holding 3 formal sessions, 1 in each SPA scheduled over weeks of July 7 & 14
    - Intention is to provide greater opportunity for persons to attend if away during one of the weeks
  - Investigating option to have more interactive consultation opportunities over the internet
  - Propose developing and implementing ongoing consultation on the assessment report elements well in advance of formal consultation requirements at the end (fall 2008).

## Consulting on the FINAL Proposed ToR

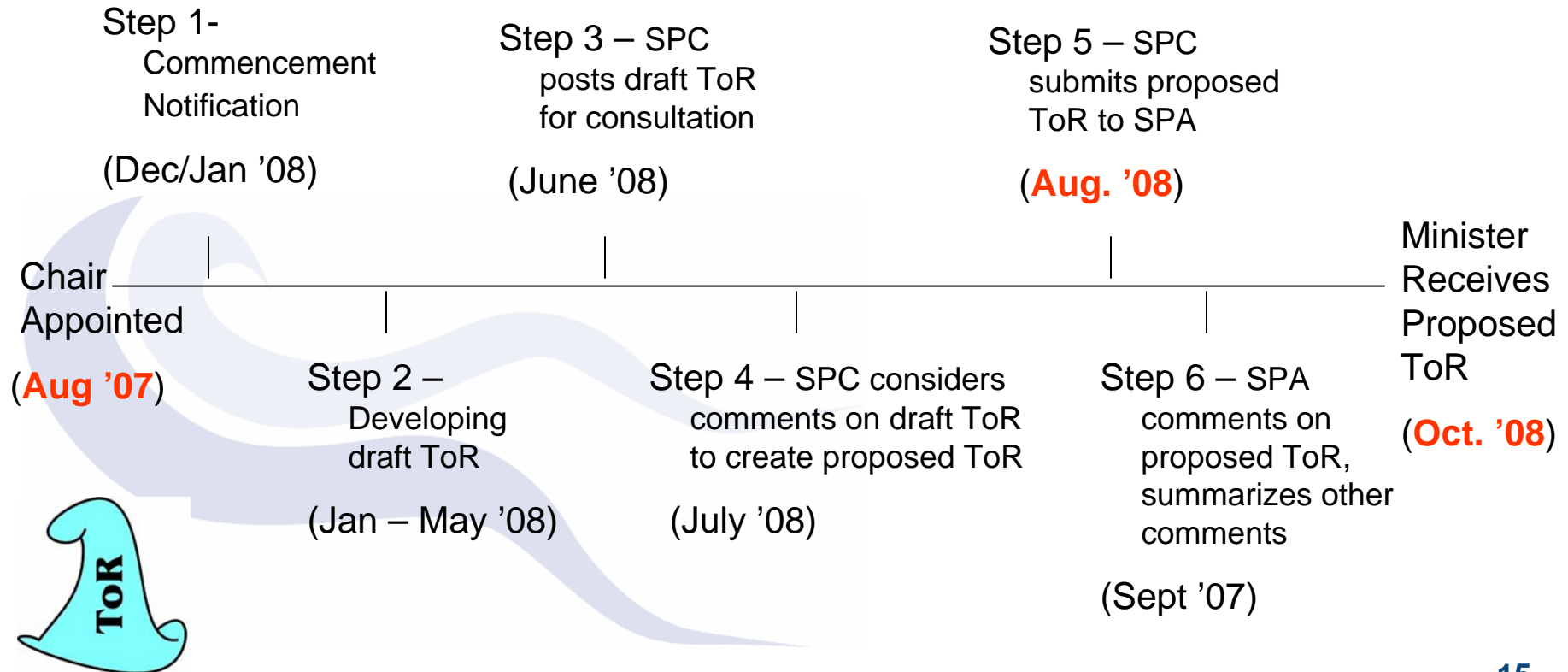
- Source protection committee will :
  - submit the proposed to the source protection authority and any comments that were unresolved
  - submit a copy to the clerks of municipalities in the area
  - publish the proposed ToR back on the Internet with an invitation to invite comments within 30 days to be submitted to the source protection authority



## Submitting Proposed ToR

- Source protection authority will :
  - submit the proposed ToR to the Minister with:
    - any comments the SPA wishes to make
    - any unresolved comments made by municipalities
    - any written comments made on the proposed ToR during the 30-day posting period
  - submit the comments from the 30-day posting back to the SPC

## ToR Timeline Summary



## CONSTRAINING FACTORS

- Province is still developing guidance on some key pieces
  - Regulation on the assessment report and White Paper on source protection plan
  - Director's Rules and refining Guidance, e.g.
    - on dealing with Great Lakes Issues,
    - Look-up tables to do semi-quantitative risk assessment
  - Policy & tools to guide municipalities in how to assess if/whether additional drinking water supplies should be added
  - *Tools to create the ToR in approved-MOE format were received March 5, 2008 – originally promised for November 2007*
- Need to consult with adjacent SPRs

## SPC Comments Directions on TOR

- Updated version provided April 14 has historical financial information & formatted to reduce blank pages
- Are there any
  - Early comments
  - Questions
  - Suggestions
  - Advice