DATE: WEDNESDAY, OCTOBER 25, 2017

TIME: 6:30 P.M.

LOCATION: CRCA ADMINISTRATION OFFICE – BOARDROOM

1. ROLL CALL

2. APPROVAL OF AGENDA

   A. THAT the agenda BE APPROVED as circulated.

3. DECLARATION OF CONFLICT OF INTEREST

4. APPROVAL OF PREVIOUS MINUTES

   B. THAT the minutes of the February 22, 2017 meeting of the Cataraqui Source Protection Authority, BE APPROVED.
5. BUSINESS ARISING

6. ITEMS FOR CONSIDERATION


C. THAT report IR-087-17-CSPA, Drinking Water Source Protection – Regional Risk Management Office Update, BE RECEIVED; and,

THAT the Cataraqui Source Protection Authority AUTHORIZES a regional risk management office to be hosted by the Cataraqui Region Conservation Authority for an additional three-year period, per staff report IR-087-17-CSPA, Drinking Water Source Protection – Regional Risk Management Office Update (dated October 25, 2017).

7. COMMITTEE REPORTS

7.1. Remarks from John C. Williamson, Cataraqui Source Protection Committee Chair (verbal)

D. THAT the Cataraqui Source Protection Authority RECEIVE the verbal remarks from the Cataraqui Source Protection Committee Chair, Mr. John Williamson, as presented at the October 25, 2017 meeting.

8. ANNOUNCEMENTS OR INQUIRIES/INFORMATION

9. MOTIONS/NOTICE OF MOTIONS

10. ADJOURNMENT
The meeting commenced at 6:30 P.M.

1. ROLL CALL

There were ten (10) members present.
2. ADOPTION OF AGENDA

Moved by: Lisa Osanic  
Seconded by: Ross Sutherland

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

There were none.

4. APPROVAL OF PREVIOUS MINUTES

Moved by: Ross Sutherland  
Seconded by: Gerry Last

THAT the minutes of the May 25, 2016 meeting of the Cataraqui Source Protection Authority be approved as circulated.

CARRIED

5. BUSINESS ARISING

There was none.
6. BUSINESS / REPORTS

6.1. Risk Management Official Annual Reporting (Report IR-014-17-CSPA)

At the time of the meeting annual reports had been received from the regional risk management office hosted by the Cataraqui Region Conservation Authority, but had not yet been received from the risk management office at the Township of Leeds and the Thousand Islands.

Resolution: CSPA-001-17
Moved by: Jim Garrah
Seconded by: Gerry Last

THAT report IR-014-17-CSPA, Risk Management Official Annual Reporting, BE RECEIVED; and,

THAT the Cataraqui Source Protection Authority RECEIVE the annual reports from risk management officials in the Cataraqui Source Protection Area, pursuant to Section 81 of the Ontario Clean Water Act.

CARRIED

6.2. Cataraqui Source Protection Plan – Administrative Amendments (Report IR-015-17-CSPA)

Resolution: CSPA-002-17
Moved by: Ross Sutherland
Seconded by: Bert Herfst

THAT report IR-015-17-CSPA, Cataraqui Source Protection Plan – Administrative Amendments Report, BE RECEIVED; and,

THAT the Cataraqui Source Protection Authority APPROVE the amendment proposal and subsequent internet posting of the revised documents and the related notice, pursuant to Section 51 of Ontario Regulation 287/07 under the Clean Water Act.

CARRIED
7. ANNOUNCEMENTS OR INQUIRIES/INFORMATION

There were none.

8. MOTIONS/NOTICE OF MOTIONS

There were none.

9. ADJOURNMENT

The meeting adjourned at 6:34 P.M. on a motion by Lisa Osanic, seconded by Rob Layng.

Geoff Rae, MBA, P.Eng.
General Manager/Secretary-Treasurer

Alan Revill
Chair
DATE: OCTOBER 25, 2017          REPORT # IR-087-17-CSPA

TO: CATARAQUI SOURCE PROTECTION AUTHORITY BOARD

FROM: ROB MCRAE
       MANAGER, WATERSHED PLANNING & ENGINEERING

1.0 TYPE OF REPORT

   □ CONSENT ITEM
   □ ITEM FOR BOARD CONSIDERATION

2.0 TOPIC

   DRINKING WATER SOURCE PROTECTION – REGIONAL RISK MANAGEMENT OFFICE UPDATE

3.0 RECOMMENDATION

   THAT report IR-087-17-CSPA, Drinking Water Source Protection – Regional Risk Management Office Update, BE RECEIVED; and,

   THAT the Cataraqui Source Protection Authority AUTHORIZES a regional risk management office to be hosted by the Cataraqui Region Conservation Authority for an additional three-year period, per staff report IR-087-17-CSPA Drinking Water Source Protection – Regional Risk Management Office Update (dated October 25, 2017).

4.0 PURPOSE

   This report recommends that a regional risk management office continue to operate under the mandate of the Cataraqui Source Protection Authority, and be hosted by the Cataraqui Region Conservation Authority (CRCA), for an additional three-year period.
5.0 BACKGROUND

Section 48(1) of the Ontario Clean Water Act, 2006 enables source protection authorities to deliver drinking water source protection risk management services on behalf of interested municipalities. This has become a common practice across Ontario.

The Cataraqui Source Protection Plan (2014) requires that seven local municipalities undertake risk management tasks to protect drinking water sources. Six of the municipalities are participants in a regional risk management office that is organized under the mandate of the Cataraqui Source Protection Authority and hosted by the CRCA.

The service delivery agreements between the participating municipalities and the CRCA expire in December 2017, but are renewable. The Township of Leeds and the Thousand Islands is not currently a participant in the regional office, but has collaborated with the Conservation Authority on related methods and tools.

Staff reports IR-039-17, Drinking Water Source Protection – Risk Management Office (May 2017) and IR-052-17, Drinking Water Source Protection – Risk Management Office Update (June 2017) to the CRCA Board outlined options for the future delivery of risk management services across the Cataraqui Source Protection Area. The options range from independent work by each municipality to a regional approach involving all seven municipalities.

At its June 2017 meeting, the CRCA Board directed staff to consult with the seven municipalities about the service delivery options and an appropriate cost-share approach.
6.0 STRATEGIC PLAN

This report supports Goal A in the Strategic Plan, Cataraqui to 2020:

To conserve CRCA’s water resources, including the safeguarding, management and restoration of rivers, lakes and streams, and to work cooperatively with our partners to protect the water cycle.

- Produce watershed management plans for our major watersheds to help ensure their long-term health.
- Develop with other groups a coordinated approach to managing water quantity.
- Cooperate with agencies on research to maintain or improve the quality of surface water and groundwater resources.
- Provide technical advice to municipalities in implementing storm water management.

7.0 INPUT FROM OTHER SOURCES

Staff has consulted with representatives from the six municipalities that are current participants in the regional risk management office, as well as the Township of Leeds and the Thousand Islands.

Staff has also conferred with the Ontario Ministry of the Environment and Climate Change (regarding staff training and accreditation opportunities) and the adjacent source protection regions in eastern Ontario (regarding their plans for service delivery).
8.0 ANALYSIS

Staff conferred with the municipalities about the service delivery options. The current participants indicated that a regional approach remains their preferred option, and expressed interest in-principle to continue with the arrangement. Staff from the Township of Leeds and the Thousand staff also expressed interest to explore participation. All of the municipalities support a cost-share model in which all participants contribute a base amount, with the balance shared among them based on anticipated workload.

The adjacent source protection regions also have regional risk management offices, which are planned to continue over the next few years. However, there are no apparent opportunities to combine offices or to share staff on a broader basis.

The Ontario Ministry of the Environment and Climate Change staff have indicated that there will be further training opportunities available for Risk Management Officials and Inspectors in 2018.

Based on the findings above, staff recommend that the Cataraqui Source Protection Authority Board authorize the continued operation of a regional office, to be hosted by the CRCA.

9.0 FINANCIAL IMPLICATIONS

N/A
10.0 CONCLUSION

The Cataraqui Source Protection Authority has assisted local municipalities by providing a mandate for the CRCA to deliver risk management services during the past three years. Based on interest expressed by municipal representatives, staff recommend that this arrangement continue for an additional three years.

Respectfully submitted, 

Approved for circulation, 

Rob McRae MCIP, RPP 
Manager, Watershed Planning & Engineering

Geoff Rae, MBA, P.Eng. 
General Manager