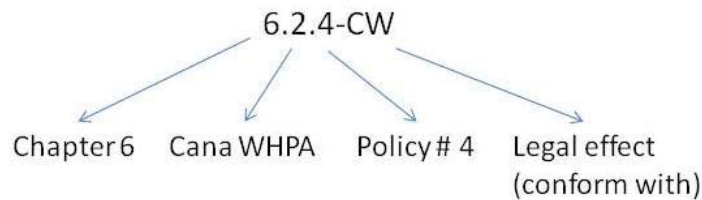


# Appendix D. Summary of Roles and Responsibilities

The following table sorts the source protection policies by main implementing body and timeline for implementation once the Source Protection Plan takes effect. Where a policy has a phased timeline; the earliest timeline is specified.

Implementing bodies are reminded that policies may require or encourage them to notify the Cataraqui Source Protection Authority once a policy is implemented, or when a decision is made under the *Planning Act*, the *Condominium Act*, or a prescribed instrument. The notification is required so that the Source Protection Authority can monitor the implementation of the Source Protection Plan.

There is a reference number associated with each policy in the Plan. For example:



The various types of legal effect are described in detail in Table 1-1 of the Plan. In summary,

CW = the implementing body must conform with / comply with the policy

HR = the implementing body must have regard to the policy

NB = the policy is not legally binding under the *Clean Water Act*.

## A. Municipalities

### Township of Athens

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required

### City of Brockville

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.2-CW	emergency and spill response	2 years
4.3.3-NB	emergency and spill response	2 years
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
7.2.1-NB	septic maintenance inspections consideration	October 2016
7.2.2-CW, 7.2.3-CW, 7.2.4-HR	land use planning in IPZ	Immediate
7.2.6-CW, 7.2.7-NB	reporting	As required
7.2.8-NB	stormwater retrofit plan	2 years

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
7.4.1-CW, 7.4.2-CW	risk management plans	2 years
7.4.3-CW, 7.4.4-CW	prohibition	Immediate
7.4.5-CW	restricted land uses	As required

Township of Elizabethtown-Kitley

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.2-CW	emergency and spill response	2 years
4.3.3-NB	emergency and spill response	2 years
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
7.2.1-NB	septic maintenance inspections consideration	October 2016
7.2.2-CW, 7.2.3-CW, 7.2.4-HR	land use planning in IPZ	Immediate
7.2.6-CW, 7.2.7-NB	reporting	As required
7.2.8-NB	stormwater retrofit plan	2 years
7.4.1-CW, 7.4.2-CW	risk management plans	2 years
7.4.3-CW, 7.4.4-CW	prohibition	Immediate
7.4.5-CW	restricted land uses	As required

Township of Front of Yonge

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.2-CW	emergency and spill response	2 years
4.3.3-NB	emergency and spill response	2 years
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
6.2.1-CW	septic maintenance inspections education	Prior to October 2016
6.2.2-NB	septic maintenance inspections	Not specified
6.2.3-CW	reporting	Following implementation
6.2.5-CW, 6.2.6-CW, 6.2.7-HR, 6.2.8-HR	land use planning in WHPA	Immediate
6.2.9-CW, 6.2.10-NB	reporting	As required
6.5.1-CW, 6.5.2-CW, 6.5.3-CW, 6.5.4-CW	risk management plans	2 years
6.5.5-CW, 6.5.6-CW, 6.5.7-CW	prohibition	Immediate
6.5.8-CW	restricted land uses	As required

Township of Frontenac Islands

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.3-NB	emergency and spill response	2 years
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
7.2.5-HR	land use planning in IPZ	Immediate
7.2.7-NB	reporting	As required

Town of Gananoque

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.2-CW	emergency and spill response	2 years
4.3.3-NB	emergency and spill response	2 years
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
7.2.1-NB	septic maintenance inspections	October 2016
7.2.2-CW, 7.2.3-CW, 7.2.4-HR	land use planning in IPZ	Immediate
7.2.6-CW, 7.2.7-NB	reporting	As required
7.2.8-NB	stormwater retrofit plan	2 years
7.5.1-CW, 7.5.2-CW	risk management plans	2 years
7.5.3-CW	prohibition	Immediate
7.5.4-CW	restricted land uses	As required

Town of Greater Napanee

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.3-NB	emergency and spill response	2 years
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
7.2.5-HR	land use planning in IPZ	Immediate
7.2.7-NB	reporting	As required
7.2.8-NB	stormwater retrofit plan	2 years

City of Kingston

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.2-CW	emergency and spill response	2 years
4.3.3-NB	emergency and spill response	2 years
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
6.2.1-CW	septic maintenance inspections education	Prior to October 2016
6.2.2-NB	septic maintenance inspections	Not specified

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
6.2.3-CW	reporting	Following implementation
6.2.5-CW, 6.2.6-CW, 6.2.7-HR, 6.2.8-HR	land use planning in WHPA	Immediate
6.2.9-CW, 6.2.10-NB	reporting	As required
6.3.1-CW	land purchasing strategy	1 year
6.3.2-CW, 6.3.3-CW, 6.3.4-CW	risk management plans	2 years
6.3.5-CW, 6.3.6-CW, 6.3.7-CW	prohibition	Immediate
6.3.8-CW	restricted land uses	As required
6.3.9-CW, 6.3.10-NB	sewer laterals	2 years
6.3.11-CW	wastewater treatment plant standard operating procedure	As required
6.3.12-NB	local drainage	6 months
7.2.5-HR	land use planning in IPZ	Immediate
7.2.7-NB	reporting	As required
7.2.8-NB	stormwater retrofit plan	2 years
7.6.1-NB	sewage infrastructure	Not specified

Frontenac County

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.2-CW	emergency and spill response	2 years
4.3.3-NB	emergency and spill response	2 years
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
7.2.2-CW	land use planning in IPZs	Immediate
7.2.3-CW	land use planning in IPZs	Immediate
7.2.4-HR	land use planning in IPZs	Immediate

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
7.2.5-HR	land use planning in IPZs	Immediate
7.2.6-CW	reporting	Immediate
7.2.7-NB	reporting	Immediate
7.3.4-CW	restricted land use in Sydenham IPZ	Immediate
7.3.5-HR	Stormwater management in Sydenham IPZ	Immediate

United Counties of Leeds and Grenville

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.2-CW	emergency and spill response	2 years
4.3.3-NB	emergency and spill response	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
6.2.5-CW	land use planning in WHPAs	Immediate
6.2.6-CW	land use planning in WHPAs	Immediate
6.2.7-HR	land use planning in WHPAs	Immediate
6.2.8-HR	stormwater management in WHPAs	Immediate
6.2.9-CW	reporting	As required
6.2.10-HR	reporting	As required
6.4.9-CW	restricted land use in Lansdowne WHPA	Immediate
6.5.8-CW	restricted land use in Miller Manor WHPA	Immediate
6.5.9-NB	local drainage	6 months
7.2.2-CW	land use planning in IPZs	Immediate
7.2.3-CW	land use planning in IPZs	Immediate



<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
7.2.4-HR	land use planning in IPZs	Immediate
7.2.6-CW	reporting	Immediate
7.2.7-NB	reporting	Immediate
7.5.4-CW	restricted land use	Immediate

Township of Leeds and the Thousand Islands

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.2-CW	emergency and spill response	2 years
4.3.3-NB	emergency and spill response	2 years
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
6.2.1-CW	septic maintenance inspections education	Prior to October 2016
6.2.2-NB	septic maintenance inspections	Not specified
6.2.3-CW	reporting	Following implementation
6.2.5-CW, 6.2.6-CW, 6.2.7-HR, 6.2.8-HR	land use planning in WHPA	Immediate
6.2.9-CW, 6.2.10-NB	reporting	As required
6.4.1-CW	land purchasing strategy	1 year
6.4.2-CW, 6.4.3-CW, 6.4.4-CW, 6.4.5-CW	risk management plans	2 years
6.4.6-CW, 6.4.7-CW, 6.4.8-CW	prohibition	Immediate

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
6.4.9-CW	restricted land uses	As required
6.4.10-CW	sewer evaluation procedures	2 years
6.4.11-NB	lagoon monitoring plan	2 years
6.4.12-NB	local drainage	3 years
6.4.13-NB	maintenance yard water quality monitoring	2 years
6.4.14-CW	By-law 06-056	Immediate
7.2.1-NB	septic maintenance inspections	October 2016
7.2.2-CW, 7.2.3-CW, 7.2.4-HR	land use planning in IPZ	Immediate
7.2.6-CW, 7.2.7-NB	reporting	As required
7.5.1-CW, 7.5.2-CW	risk management plans	2 years
7.5.3-CW	prohibition	Immediate
7.5.4-CW	restricted land uses	As required

Lennox and Addington County

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.3-NB	emergency and spill response	2 years
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	Reporting	As required
7.2.5-HR	land use planning in IPZ	Immediate
7.2.7-NB	reporting	As required

Loyalist Township

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.3-NB	emergency and spill response	2 years
4.4.4-NB	waste management evaluation	2 years

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
7.2.5-HR	land use planning in IPZ	Immediate
7.2.7-NB	reporting	As required
7.2.8-NB	stormwater retrofit plan	2 years
7.7.1-NB	stormwater management	Immediate
7.7.2-NB	transport pathway strategy	2 years

Township of Rideau Lakes

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required

Township of South Frontenac

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.3.2-CW	emergency and spill response	2 years
4.3.3-NB	emergency and spill response	2 years

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.4.4-NB	waste management evaluation	2 years
4.7.2-NB	salt management plan	3 years following Code of Practice update
4.7.3-NB	managing hauled sewage	5 years
5.4.1-NB	septic system maintenance inspections consideration	October 2016
5.5.1-HR	land use planning in HVA	Immediate
5.5.2-NB	reporting	As required
7.2.1-NB	septic maintenance inspections	October 2016
7.2.2-CW, 7.2.3-CW, 7.2.4-HR	land use planning in IPZ	Immediate
7.2.6-CW, 7.2.7-NB	reporting	As required
7.2.8-NB	stormwater retrofit plan	2 years
7.3.1-CW, 7.3.2-CW	risk management plans	2 years
7.3.3-CW	prohibition	Immediate
7.3.4-CW	restricted land uses	As required
7.3.5-HR	stormwater management	Immediate
7.3.6-NB	fertilizer free buffer zone	2 years
7.3.7-CW	lakeshore capacity assessment proposal	5 years

## B. Health Units

KFL&A Public Health and Leeds, Grenville, Lanark and District Health Unit

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
5.4.1-NB	septic system maintenance inspections consideration	October 2016
6.2.1-CW	septic maintenance inspections education	Prior to October 2016
6.2.2-NB	septic maintenance inspections	Not specified
6.2.3-CW	reporting	Following implementation of above policies
7.2.1-NB	septic maintenance inspections	October 2016

## D. Provincial Ministries

### Ministry of Agriculture, Food and Rural Affairs

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.7.8-NB	nutrient management regulations	Not specified
6.2.21-CW	NASM plans in WHPA	Immediate
6.2.22-CW, 6.2.23-HR	nutrient management in WHPA	Immediate
6.2.24-CW, 6.2.25-NB	reporting	As required
7.2.17-CW, 7.2.18-HR	NASM plans in IPZ	Immediate
7.2.19-CW, 7.2.20-HR	nutrient management in IPZ	Immediate
7.2.21-CW, 7.2.22-NB	reporting	As required

### Ministry of Consumer Services

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.7.5-NB	fuel storage safety Code review	Next scheduled code review
4.7.6-NB	fuel storage safety Regulation review	Not specified

### Ministry of the Environment

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.2.1-NB	Drinking Water Surveillance program	2 years
4.3.1-NB	emergency and spill response	1 year
4.4.5-NB	pesticide education program	5 years
4.5.1-NB	incentive program	Not specified
4.5.3-NB	business recognition program	5 years
4.6.2-NB	water softener discharge research	5 years
4.7.4-NB	stormwater management manual	Next review or 5 years
4.7.5-NB	fuel storage safety Code review	Next Code review

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.7.6-NB	fuel storage safety Regulation review	Not specified
5.5.3-HR	waste approvals in HVA	Immediate
5.5.4-NB	waste program planning	Not specified
5.5.5-HR	sewage approvals in HVA	Immediate
5.5.6-NB	reporting	As required
6.2.11-CW, 6.2.12-HR	waste approvals in WHPA	Immediate
6.2.13-CW, 6.2.14-CW, 6.2.15-CW, 6.2.16-HR	sewage approvals in WHPA	Immediate
6.2.17-CW, 6.2.18-HR	septic system maintenance inspections in WHPA	Not specified
6.2.19-CW, 6.2.20-NB	reporting	As required
6.2.24-CW	reporting	As required
6.2.25-NB	reporting	As required
6.2.27-NB	Regulation 903 program analysis	2 years
6.2.28-NB	Regulation 903 – decommissioning	Not specified
7.2.9-CW, 7.2.10-HR	waste approvals in IPZ	Immediate
7.2.11-CW, 7.2.12-HR	sewage approvals in IPZ	Immediate
7.2.13-CW, 7.2.14-NB	reporting	As required
7.2.15-NB	barge spill response	Immediate
7.2.16-NB	industry spill response	3 years
7.2.21-CW	reporting	As required
7.2.22-NB	reporting	As required

Ministry of Municipal Affairs and Housing

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.6.2-NB	water softener discharge research	5 years
5.2.3-NB	groundwater info sessions	5 years

Ministry of Natural Resources

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
5.5.7-HR	aggregate site plans	Immediate
5.5.8-NB	reporting	As required
7.2.23-NB	caged aquaculture in IPZ	Immediate

Ministry of Transportation

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.4.1-NB	road signs	2 years
4.7.1-NB	road salt management	Not specified
7.6.2-NB	Wolfe Island Ferry spill response	1 year

E. Other Implementers

Cataraqui Region Conservation Authority

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
5.3.2-NB	groundwater monitoring network	2 years
6.2.26-NB	transport pathways in WHPA	Immediate
7.2.24-NB	transport pathways in IPZ	Immediate

Cataraqui Source Protection Authority

<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.2.2-NB	raw water sampling	1 year
4.4.2-CW, 4.4.3-NB	local education and outreach	6 months to 2 years



<b>Policy Number</b>	<b>Topic</b>	<b>Implementation Timeline</b>
4.5.2-NB	local incentive program	2 years
4.6.1-NB	sewage system – well separation research	10 years
4.7.7-NB	fuel storage safety information sharing	Immediate
5.2.1-NB	rural settlement areas	1 year
5.2.2-NB	targeting clusters of contamination	Not specified
5.3.1-NB	organize groundwater data	1 year
7.4.6-CW	targeted education	Immediate