

# DRINKING WATER SOURCE PROTECTION

Our Actions Matter

CATARAQUI  
Source Protection Area

## THE CATARAQUI SOURCE PROTECTION COMMITTEE - MINUTES OF MEETING # 75

Wednesday, February 8, 2023

Hybrid

In-Person Cataraqui Conservation Administration Office Boardroom *and* virtually through Microsoft Teams

**Participants:** In-Person:  
John Williamson, Chair Cataraqui Source Protection Committee  
Richard Lindgren  
Luke MacDonald  
Chris Mangan-Greene  
Jeff Peters

Virtually:  
Steve Allen  
John Conley  
Niall Oddie  
Natasha Prepas-Strobeck  
Mark Schjerning  
Terry Shea  
Kim Sytsma

**Non-voting  
Participants:** In-Person:  
Mary Wooding

Virtually:  
Gordon Ohlke  
Adora Kwong

**Regrets:** Michael Farrell

**Participating  
Staff:** In-Person:  
Donna Campbell, Assistant, Chair & General Manager  
Kelsey Guerette, Source Protection Coordinator  
Tessa Latchmore, Assistant, Source Protection  
Andrew Schmidt, Manager, Watershed Planning & Engineering

Chair called the meeting to order at 6:35 p.m.

1) **Roll Call, Notice of Proxies and introductions**

There were ten (10) voting members who participated in the meeting and no proxies.

2) **Adoption of Agenda**

Moved by Mark Schjerning and seconded by Jeff Peters.

3) **Declarations of Conflict of Interest**

There were none.

4) **Acknowledgement of Previous Meeting Minutes**

The minutes of October 6, 2022 were accepted on a motion by Luke MacDonald and seconded by Natasha Prepas-Strobeck.

5) **Business Arising**

There was none.

6) **Delegations**

There were none.

7) **Correspondence**

a) Ministry Risk Management Official and Inspector Training Notification

Kelsey Guerette, Source Protection Coordinator, noted that the Ministry of the Environment, Conservation and Parks sent out a notification for Risk Management Official training and that all Risk Management Offices were notified.

8) **Updates from the Source Protection Committee**

a) Roundtable Updates and Introductions from the Source Protection Committee

Steve Allen	Steve Allen noted that City of Brockville Staff have been very busy and are often wearing multiple hats due to staffing shortages. Additionally, there are currently no water issues or flooding concerns to note.
Niall Oddie	No update at this time.
Luke MacDonald	Luke MacDonald introduced himself as the new Western Municipal representative on the committee.
John Conley	No update at this time.
Natasha Prepas-Strobeck	No update at this time.
Richard Lindgren	No update at this time.
Chris Mangan-Greene	No update at this time.
Mark Schjerning	Mark Schjerning introduced himself as the new Lake Association representative on the committee. He indicated that the opportunity to reach out to Nona Mariotti regarding the position. He is currently working on pulling together a list of all Lake Associations in the CSPA to continue that engagement and provide education and outreach.
Jeff Peters	Attending the AGM for Beef Farmers of Ontario end of February.
Terry Shea	No updates at this time.
Kim Sytsma	Kim indicated that she has concerns with non-compliance related to minimum set-back distances to barns. The concern went to the Land Tribunal where it was ruled non-compliant but was ultimately approved by the Municipality. Kim also noted that she believes this to be an issue occurring across the province.
Adora Kwong	No update at this time.
Gordon Ohlke	No update at this time.
John Williamson	John acknowledged and thanked Nona Mariotti for her time and commitment to the Source Protection Committee and welcomed the new Lake Association representative Mark Schjerning. John also welcomed the new Western Municipal representative, Luke MacDonald.

b) Local Drinking Water Source Protection Program and Risk Management Update – Kelsey Guerette, Source Protection Coordinator

Kelsey provided the following updates:

- 1) Kelsey introduced Tessa the new Source Protection Assistant at Cataraqui Conservation and indicated that she will be working on implementing the Best Practices for Source Water Protection in the Cataraqui Source Protection Area.
- 2) Kelsey provided the Committee with an update on the process for term appointments and re-appointments. The process involves advertising for each position at the end of a member’s term and current members are eligible to re-apply.

c) Provincial Drinking Water Source Protection Program, Mary Wooding Source Protection Liaison

Mary provided the following updates:

- 1) John Williamson was re-appointed as the Chair to the Cataraqi Source Protection Committee. The Ministry is still undergoing the hiring process for chairs for several Source Protection Committees. Additionally, the Director is looking forward to scheduling one on one meetings with the Chairs.
- 2) As part of the Source Protection Annual reporting the Ministry prepared a report on policy implementation progress and made the report available to the Source Protection Authority on February 1<sup>st</sup>.
- 3) Mary indicated that Source Protection Areas and Regions across the Province are undergoing Section 36 Amendments including the Cataraqi.
- 4) Under the Best Practices for Source Water Protection the branch is currently working on pilot programs with two First Nations.

9) Business/Reports

a) Best Practices for Source Water Protection

- Presentation - Tessa Latchmore, Source Protection Assistant ([Attachment #1](#))

**Resolution:** CSPC-001-23  
**Moved By:** Kim Sytsma  
**Seconded By:** Chris Mangan-Greene

**That** the presentation by Tessa Latchmore, Source Protection Assistant, on Best Practices for Source Water Protection, **Be Received.**

Question #1 – Rick Lindgren noted that the Municipal letter is a good idea but asked if the Ministry has any education and outreach program on-going or planned for the Best Practices. Mary indicated that when the document was first released the Ministry had a social media campaign and the document is housed on the Ontario website. Mary indicated she will take this back to see if there are any continued efforts.

Comment #1 – Chris Mangan-Greene indicated the importance of continued education and outreach as there are still a lot of people who do not know about this program and the work it does. Chris provided the road signs as an example of people seeing them but not really knowing what they mean.

Comment #2 – John Williamson noted that starting efforts with South Frontenac would be a good idea as they move forward with communal systems.

Kelsey provided a presentation to accompany reports (b) to (g) Source Protection Plan Updates ([Attachment #2](#))

b) Cataraqui Source Protection Plan – Policy Updates (Waste) (Report IR-011-23-CSPC)

**Resolution:** CSPC-002-23  
Moved By: Luke MacDonald  
Seconded By: John Conley

**That** Report IR-011-23-CSPC, Cataraqui Source Protection Plan – Policy Updates (Waste), **Be Received;** and,

**That** staff **Be Directed** to revise the draft policies and format as recommended within this report; and,

**That** the resulting updated policies and revised format **Be Included** in the amended Cataraqui Source Protection Plan for further consultation.

**Carried**

c) Draft Policy Changes (Sewage) (Report IR-012-23-CSPC)

A spelling error was noted in Policy SE-19-CW so the policy was amended.

**Resolution:** CSPC-003-23  
Moved By: Chris Mangan-Green  
Seconded By: Terry Shea

**That** Report IR-012-23-CSPC, Cataraqui Source Protection Plan – Policy Updates (Sewage), **Be Received, As Amended;** and,

**That** staff **Be Directed** to revise the draft policies and format as recommended within this report; and,

**That** the resulting updated policies and revised format **Be Included** in the amended Cataraqui Source Protection Plan for further consultation.

**Carried**

d) Draft Policy Changes (Hydrocarbon Pipelines) (Report IR-013-23-CSPC)

**Resolution:** CSPC-004-23  
**Moved By:** Kim Systma  
**Seconded By:** Richard Lindgren

**That** Report IR-013-23-CSPC, Cataraqui Source Protection Plan – Policy Updates (Liquid Hydrocarbon Pipelines), **Be Received**; and,

**That** staff **Be Directed** to revise the draft policies and format as recommended within this report; and,

**That** the resulting updated policies and revised format **Be Included** in the amended Cataraqui Source Protection Plan for further consultation.

Comment #1 – Jeff Peters asked for clarification on reference to likelihood of future significant threats. Kelsey indicated that the policies proposed would aid in managing any future threats but by incorporating the notification policy the Committee would have the opportunity to comment on any proposed future pipelines.

**Carried**

e) Draft Policy Changes (Monitoring Policies) (Report IR-014-23-CSPC)

Policy wording was amended to remove reference to Section 65 of Ontario Regulation 287/07 in all policies with the exception of the Risk Management Official (RMO) monitoring policy as that section is specific to the RMOs.

**Resolution:** CSPC-005-23  
**Moved By:** Niall Oddie  
**Seconded By:** Natasha Prepas-Strobeck

**That** Report IR-014-23-CSPC, Cataraqui Source Protection Plan – Policy Updates (Monitoring Policies), **Be Received, As Amended**; and,

**That** staff **Be Directed** to revise the draft policies and format as recommended within this report; and,

**That** the resulting updated policies and revised format **Be Included** in the amended Cataraqui Source Protection Plan for further consultation.

**Carried**

- f) Cataraqui Source Protection Plan – Policy Updates (Moderate and Low Drinking Water Threats (Report IR-015-23-CSPC))

**Resolution:** CSPC-006-23  
Moved By: John Conley  
Seconded By: Mark Schjerning

**That** Report IR-015-23-CSPC, Cataraqui Source Protection Plan – Policy Updates (Moderate and Low Drinking Water Threats), **Be Received**; and,

**That** staff **Be Directed** to revise the draft policies and format as recommended within this report; and,

**That** the resulting updated policies and revised format **Be Included** in the amended Cataraqui Source Protection Plan for further consultation.

Question 1 – Mark Schjerning noted that the policy revisions seemed to remove all the specifics associated with the threats and the potential challenges associated with that removal. Kelsey indicated that the tool noted in the presentation and the preamble to that policy section is able to provide that detail and make it easier during any future technical rule changes. The removal from the policy text does not change the threat circumstances but provides a more clear concise policy.

- g) Overview of the Draft Source Protection Plan

➤ Presentation – Kelsey Guerette, Source Protection Coordinator ([Attachment #1](#))

**Resolution:** CSPC-007-23  
Moved By: Kim Sytsma  
Seconded By: Chris Mangan-Greene

**That** the presentation by Kelsey Guerette, Source Protection Coordinator, on Overview of the Draft Source Protection Plan, **Be Received**.

**Carried**

## 10) Announcements or Inquiries

There were none.

## 11) Motions/Notice of Motion

There were none.

**12) Opportunity for Questions from the Media**

There were no questions.

**13) IN CAMERA Session**

This was not required.

**14) Next Meeting**

To be held at the call of the Chair. Looking at a potential meeting for mid to end of March.

**15) Adjournment**

The meeting was adjourned at 8:33 p.m. on a motion by Jeff Peters, seconded by Luke MacDonald.

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John Williamson, Chair

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Kelsey Guerette,  
Coordinator, Source Protection