

**NORTH BAY-MATTAWA SOURCE PROTECTION AUTHORITY
MINUTES
of the**

Annual General Meeting of the North Bay-Mattawa Source Protection Authority held at 6:30 p.m. on January 31, 2018 in the North Bay-Mattawa Conservation Authority Natural classroom, 15 Janey Avenue North Bay, Ontario.

MEMBERS PRESENT:

Chisholm, Township of	-	Nunzio Scarfone	(6:31pm – 6:51pm)
Mattawan, Municipality of	-	Carole Curran	(6:31pm – 6:51pm)
Nipissing, Township of	-	Tom Marchant	(6:31pm – 6:51pm)
North Bay, City of	-	Dave Mendicino	(6:31pm – 6:51pm)
North Bay, City of	-	Jeff Serran	(6:31pm – 6:51pm)
North Bay, City of	-	Chris Mayne	(6:31pm – 6:51pm)
Powassan, Municipality of	-	Dave Britton	(6:31pm – 6:51pm)
Strong, Township of	-	Vi Montpetit	(6:31pm – 6:51pm)

MEMBER(S) ABSENT:

Bonfield, Township of	-	Jane Lagassie
Callander, Municipality of	-	Rob Noon
Calvin, Township of	-	Ian Pennell
East Ferris, Municipality of	-	Mike Voyer
Mattawa, Town of	-	Lorne Mick
Papineau –Cameron, Township of	-	Alvina Neault
South River, Village of	-	Les Mahon

ALSO PRESENT:

Adam Whyte, Maintenance Foreman
Brian Tayler, CAO, Secretary-Treasurer
Crystal Barnes, Senior Inspector, On-Site Sewage Systems
Katelyn Lynch, Water Resources Engineer (P. Eng)
Helen Cunningham, Supervisor, Finance & Human Resources
Joel Harrison, Water Resources Specialist
Madeleine Poitras, Data Base Management Technician
Maria Russell, Accounts Payable Clerk
Paula Scott, Director of Planning and Development
Paula Loranger, Community Relations Coordinator
Rebecca Morrow, Administrative Assistant
Robert Palin, Manager, On-Site Sewage System Program
Shawn Kozmick, Geographic Information System Specialist
Sue Buckle, Supervisor, Communications and Outreach
Sue Miller, Manager, Source Water Protection
Valerie Murphy, Regulations Officer

1. Welcome & Approval of the Agenda

The Chair welcomed everyone to the meeting and extended regrets on behalf of Jane Lagassie, Mike Voyer, Lorne Mick, Alvina Neault and Les Mahon for not being able to attend the meeting. After discussion, the following resolution was presented:

Resolution No. SPA01-18, Serran-Voyer

THAT the agenda is approved as amended.

Carried Unanimously

2. Declaration of Pecuniary Interest

None declared.

3. Appointment of Chief Administrative Officer as Chair

After discussion the following resolutions were presented:

Resolution No. SPA02-18, Montpetit-Britton

THAT the Chief Administrative Officer be appointed as Chair for the purpose of conducting the election of Source Protection Authority Chair and Vice Chair.

Carried Unanimously

Resolution No. SPA03-18, Serran-Marchant

THAT Paula Scott and Helen Cunningham be appointed as Scrutineers for the election of Officers.

Carried Unanimously

4. Election of Officers

The Acting Chair called for nominations for the position of Chair.

Dave Britton nominated Dave Mendicino

After a second and third call for nominations with no response the acting Chair asked Dave Mendicino if he was willing to accept the nomination. Dave accepted, and was acclaimed as Chair.

The Acting Chair then called for nominations for the position of Vice Chair.

Dave Mendicino nominated Chris Mayne

After a second and third call for nominations and with no response, the acting Chair asked Chris Mayne if he was willing to accept the nomination. Chris accepted, and was acclaimed as Vice Chair.

5. Adoption of Previous Minutes of September 27, 2017

After discussion the following resolution was presented:

Resolution No.SPA04-18, Montpetit-Curran

THAT the minutes of the meeting held on September 27, 2017 be adopted as written.

Carried Unanimously

6. Board Meeting Schedule

After discussion the following resolution was presented:

Resolution No.SPA 05-18 Serran-Mayne

THAT the following regular meeting dates of the Board of Directors be approved:

- Wednesday March 28, 2018
- Wednesday April 25, 2018

Carried Unanimously

7. Power Point Presentation – NBMCA 2017 Year in Review and A Look Forward

Brian Tayler presented a power point presentation to the members on the NBMCA's 2017 year in review. The power point presentation included 2017 highlights, program statistics and 2018 priorities. After discussion, the members thanked Brian for the presentation.

8. Source Protection Committee (SPC) appointments

Brian Tayler presented a report in regards to Source Protection Committee membership. After discussion, the following resolution was presented:

Resolution No.SPA 06-18 Montpetit-Curran

THAT the following people be appointed to the Source Protection Committee for a 5 year term commencing January 31, 2018:

Beverly Hillier
Randall McLaren
Hector Lavigne
Peter Murray
John MacLachlan

AND THAT a sincere Thanks be extended to retiring members Dennis MacDonald and Doug Brydges for their years of service on the Source Protection Committee, and

FURTHER THAT this report be received and appended to the minutes of this meeting.

Carried Unanimously

9. Project Managers Report

The members reviewed Sue Millers report. After discussion the following resolutions were presented:

Resolution No.SPA 07-18 Neault- Curran-Serran

THAT the Project Manager's report dated January 25, 2018 be received and appended to the minutes of this meeting.

Carried Unanimously

10. New Business

Members thanked staff for their hard work and dedication during a busy and successful year.

11. Adjournment (6:51p.m.)

As there was no further new business, the following resolution was presented:

Resolution No. 08-18, Mayne-Serran

THAT the meeting be adjourned, and the next meeting will be held at 5:30pm on Wednesday March 28, 2018 or at the call of the Chair.

Carried Unanimously



Dave Mendicino, Chair



Brian Tayler, Chief Administrative Officer, Secretary Treasurer

TO: The Chairman and Members of the
North Bay-Mattawa Source Protection Authority

ORIGIN: Sue Miller, Manager Source Water Protection

DATE: January 24, 2018 (for meeting January 31, 2018)

SUBJECT: **Recommendations of the Selection Committee for SPC Appointments**

RECOMMENDATION: That the following be appointed as members of the North Bay-Mattawa Source Protection Committee for a term of five years, commencing January 31, 2018:

Municipal sector: Beverly Hillier (City of North Bay Resolution 2017-328)
Randall McLaren (Municipality of Bonfield Resolution 7- Oct 10, 2017)
Hector Lavigne (Municipality of Callander Resolution 2017/09/188)

Economic sector: Peter Murray

Public-at-large: John MacLachlan

And, that sincere thanks be extended to retiring members Dennis MacDonald (Economic) and Doug Brydges (Municipal) their years of service on the Source Protection Committee.

BACKGROUND:

The Source Protection Committee (SPC) consists of nine members appointed by the SPA, and the Chair who is appointed by the Minister of Environment and Climate Change. The committee is structured to provide equal representation for each of three sectors: municipal, economic and the general public. The Committees Regulation (O. Reg. 288/07) under the Clean Water Act requires that terms of service for all members of the North Bay-Mattawa SPC expire between January 1, 2018 and January 1, 2020. Although the SP Authority may reduce the number of SPC members, SPA Resolution 08-16 resolved that:

- the size of the SPC remain at nine,
- incumbent members may reapply when their terms expire, and
- the term for members going forward be five years.

The first group of SPC member replacements is to be made at the January, 2018 meeting of the SPA. A selection committee was formed by SPA resolution 17-17 on September 27, 2017 consisting of SPA board members Jane Lagassie and Vi Montpetit; the SPC Chair, Jeff Celentano; and the Program Manager. The selection committee was charged to recommend appointments for five SPC positions, which include all three municipal members, one member of the economic sector and one member of the public-at-large.

Position openings had been posted online on August 31, 2017 at actforcleanwater.ca and promoted through a media release, advertising in the North Bay Nugget, an email notification to municipal clerks, social media, and invitations to several public interest groups. Candidates for municipal positions must be endorsed by resolution of a municipal council with territory in the North Bay-Mattawa Source Protection Area. The original closing date for applications was October 31, 2017.

ANALYSIS:

By the October 31st deadline, applications were received for all but one municipal position. Therefore, the acceptance period was extended until November 24, 2017, municipal clerks notified and the website posting amended. Interviews for candidates who had applied by the October 31, 2017 deadline were held November 9, 2017. The two municipal candidates who had applied were current serving members of the SPC and were deemed acclaimed to two positions. The Economic sector position and the position for the Public-at-large were contested by current SPC members and one new applicant. With respect to the remaining municipal sector position, there was one application received on November 6, 2017 from a candidate who would be a new appointee. Said candidate was interviewed on November 29, 2017, briefed on the nature of the position and given the opportunity to ask questions of both the SPC Chair and the Program Manager.

Recommendations of the selection committee are listed on the first page of this report.

RECOMMENDED RESOLUTION:

That this report be received and the following be appointed to the SPC for a period of five years commencing January 31, 2018: Beverly Hillier, Randall McLaren, Hector Lavigne, Peter Murray and John MacLachlan. And further, that sincere thanks be extended to retiring members Dennis MacDonald and Doug Brydges for their years of service on the Source Protection Committee.



Susan Miller
Manager, Source Water Protection



CAO, Secretary Treasurer

APPENDIX 2

TO: The Chairman and Members of the
North Bay-Mattawa Source Protection Authority (SPA)

ORIGIN: Sue Miller, Manager Source Water Protection

DATE: January 25, 2018 (for AGM meeting January 31)

SUBJECT: **Project Manager's Report**

RECOMMENDATION: That this report of the Project Manager be received for information and appended to the minutes of this meeting.

1. SPA Annual Report on Progress of Implementation of SP Plan – Mar 28, 2018
2. Workplan to Review and Revise the Source Protection Plan – Sept 26, 2018
3. EBR proposal to add liquid hydrocarbon pipelines to prescribes activities

BACKGROUND:

Since 2007, the SPA has been charged with the task of overseeing the development and implementation of a local Source Protection Plan (SP Plan) developed by the Source Protection Committee (SPC). The SPA works to ensure compliance with the Clean Water Act (2006) and its regulations which are administered by the Ministry of Environment and Climate Change (MOECC). The North Bay-Mattawa Conservation Authority (NBMCA) administers the program and provides necessary resources according to an agreement with the SPA. The NBMCA also has a role in watershed management mandated by legislation other than the CWA.

ANALYSIS:

1. First Annual Report to MOECC on SP Plan Implementation due May 1, 2018

On May 1, 2018 the first annual report on the progress of SP Plan implementation is due to MOECC. Last year program staff completed a preliminary exercise with municipalities, other implementing bodies, the Source Protection Committee (SPC) and the Source Protection Authority. MOECC reviewed the submission and provided comments. Current reports from implementing bodies are all due to the SPA by February 1, 2018. These will be compiled into the Draft Annual Report which will be considered by the Source Protection Committee on March 21, 2018 and then brought to the SPA for review and approval on March 28, 2018. The findings will be posted online on our local source protection website www.actforcleanwater.ca.

2. Workplan to Amend the Current Assessment Report and Source Protection Plan

The current Source Protection Plan has been in effect since July 1, 2015. Therefore, the MOECC requires the Source Protection Committee and the Authority to work with municipalities and other implementing bodies to undertake a review of the existing Assessment Report and SP Plan under s.36 of the Clean Water Act. The purpose is to ensure that we have an appropriate understanding of

factors that affect the vulnerability of our drinking water sources and that policies to protect them are both effective and appropriate. A work plan for the review and amendment is due to MOECC by November 30, 2018. We expect to have the draft ready to present to the SPA on September 26, 2018.

At this point, we have identified the need to proceed with reconsideration of the vulnerability of the North Bay intake including some revisions to the delineation of vulnerable areas. As well, the approaches used to address the Callander Issue will also be reviewed and may be revised based on our improved understanding of the contributing factors. In his 2015 approval of the SP Plan, the Minister directed that we examine the success of using “soft tools” such as research, monitoring and outreach rather than requiring risk management plans of landowners undertaking significant threat activities.

Public consultations are not normally required at this stage, but we would like to keep the public informed and gather their input. Sessions are planned in Callander on June 13 and in North Bay on June 14, 2018.

During this review we will also verify the need for any minor wording changes or edits in the Assessment Report or SP Plan which will be completed under s.51 of O. Reg. 287/07. It is hoped those will be completed and posted before August 1, 2018.

3. EBR Proposal to Add Liquid Hydrocarbon Pipelines to Prescribed Activities

On October 5, 2016, TransCanada announced it would withdraw its proposal for the EnergyEast project which included conversion of approximately 3,000 km of existing natural gas pipeline to carry crude oil products including diluted bitumen. The affected line runs through the Trout Lake watershed and there was substantial concern for the risk it might pose to North Bay’s drinking water source.

Several Source Protection Regions identify liquid fuel pipelines as significant threats. The activity was added as a Local Threat in North Bay-Mattawa based on the EnergyEast Project, but the threat level has not been determined. The Source Protection Committee may continue its work to include oil pipelines in the SP Plan to establish a policy prior to any future proposal. Comments on the EBR posting will be submitted.

RECOMMENDED RESOLUTION:

1. That this report be received and appended to the minutes of this meeting.



Susan Miller
Manager, Source Water Protection



Brian Tayler
CAO, Secretary Treasurer