



BOARD OF DIRECTORS
Thursday, April 21, 2022

Ausable Bayfield Conservation Authority Administration Centre
Morrison Dam Conservation Area
VIA VIDEO CONFERENCE

10:00 a.m.

HEARING

Pursuant to Ontario Regulation 147/06

(Development, Interference with Wetlands & Alteration to Shoreline and Watercourses)

Regarding Permit Application #2022-33

BOARD OF DIRECTORS MEETING

AGENDA

1. Chair's Welcome and Land Acknowledgement
2. Adoption of Agenda
3. Discloser of Pecuniary Interest
4. Disclosure of intention to record this meeting by video and/or audio device
5. Adoption of Minutes from March 17, 2022
6. Business Out of the Minutes
7. **Presentation** – Investments Update – Adam Skillen, *Skillen Wealth Management*
8. **Program Reports**
 - Report 1: (a) Development Review (O Reg147/06) – Daniel King
(b) Violations/Appeals Update – Geoff Cade/Daniel King
 - Report 2: CA Act Update – Brian Horner/Kate Monk
 - Report 3: Working From Home Policy – Brian Horner
 - Report 4: ABCA Land Acquisition Policy – Kate Monk
 - Report 5: Butternut Archive Orchard – Ian Jean/Nathan Schoelier
 - Report 6: 1st Quarter Profit and Loss Statement – Brian Horner
9. **Committee Reports**
 - Friends of the South Huron Trail – Nathan Schoelier
 - Source Protection Committee – Mary Lynn MacDonald
10. **Correspondence**
11. New Business
12. **Committee of the Whole** – *legal matters*
13. Adjournment

Source Protection Authority Meeting to follow

Upcoming Meetings

May 19

Board of Directors Meeting at 10:00 a.m.

BOARD OF DIRECTORS MEETING

Thursday, March 17, 2022

Ausable Bayfield Conservation Authority Boardroom
Morrison Dam Conservation Area

VIA VIDEO CONFERENCE

DIRECTORS PRESENT

Ray Chartrand, Doug Cook, Adrian Cornelissen, Bob Harvey, George Irvin, Dave Jewitt, Mike Tam, Marissa Vaughan, Alex Westman

STAFF PRESENT

Geoff Cade, Tina Crown, Abbie Gutteridge, Davin Heinbuck, Brian Horner, Daniel King, Mary Lynn MacDonald, Tracey McPherson, Nathan Schoelier, Meghan Tydd-Hrynyk

OTHERS PRESENT

Paul Seebach, *Seebach & Company*

CALL TO ORDER

Chair Dave Jewitt called the meeting to order at 10:04 a.m., welcomed everyone in attendance, both in person and virtually, and read the Land Acknowledgement Statement.

ADOPTION OF AGENDA

MOTION #BD 26/22

**Moved George Irvin
Seconded by Ray Chartrand**

“RESOLVED, THAT the agenda for the March 17, 2022 Board of Directors Meeting be approved,”

Carried.

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest at this meeting or from the previous meeting.

DISCLOSURE OF INTENTION TO RECORD

Chair Jewitt noted that this meeting was being recorded on Zoom for temporary posting online, and is not an official record. The official record of this meeting will be the approved minutes.

ADOPTION OF MINUTES**MOTION #BD 27/22**

**Moved by Bob Harvey
Seconded by Doug Cook**

“RESOLVED, THAT the minutes of the Board of Directors meeting held on February 17, 2022 and the motions therein be approved as circulated.”

Carried.

BUSINESS OUT OF THE MINUTES

None

PRESENTATION

Paul Seebach, of Seebach and Company, presented the 2021 audited financial statement for the Ausable Bayfield Conservation Authority. There were no audit issues found or unusual transactions. The statements of financial position and operations were reviewed and the Board had no questions.

MOTION #28/22

**Moved by George Irvin
Alex Westman**

“RESOLVED, THAT the 2021 audited financial statement be approved as presented.”

Carried.

PROGRAM REPORTS1. (a) Development Review

Daniel King, Regulations Coordinator, presented the Development Review report pursuant to Ontario Regulation 147/06 *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses*. Through the application process, proposed developments within regulated areas are protected from flooding and erosion hazards. Staff granted permission for 10 *Applications for Permission* and 7 *Minor Works Applications*.

(b) Violations/Appeals Update

Daniel King, Regulations Coordinator, advised that staff are continuing to work on a number of violations, but that there has been no change since last month's report.

MOTION #BD 29/22

**Moved by Ray Chartrand
Seconded by Adrian Cornelissen**

“RESOLVED, THAT the Board of Directors affirm the approval of applications as presented in Program Report # 1 – a) Development Review and receive the Violations and Appeals update as presented.”

Carried.

2. Ontario Community Environment Fund

Angela Van Niekerk, Wetlands Specialist, presented a report on the Ontario Community Environment Fund, which is collected from environmental penalties and used for local restoration projects. The ABCA applied for funding for “Enhancing Rural Green Infrastructure in the Ausable and Bayfield Watersheds,” the goal of which is to collaborate with community partners and landowners to restore and enhance wetlands, plant trees and increase awareness through education and outreach using media, social media and events. The ABCA was a successful recipient of the funding, in the amount of \$82, 575 over two years, which will help to leverage other funds and provide capacity to do more projects in the watershed. Staff recommend entering into the funding agreement with the Province to receive the funding.

MOTION #BD 30/22

**Moved by Alex Westman
Seconded by Doug Cook**

“RESOLVED, THAT the Board of Directors authorize the Ausable Bayfield Conservation Authority to enter into the Transfer Payment Agreement with the Province of Ontario for the Ontario Community Environment Fund *Enhancing Rural Green Infrastructure in the Ausable and Bayfield Watersheds.*”

Carried.

3. Stewardship Projects Update

Angela Van Niekerk presented an update on stewardship efforts and funding. Since the last report, 5 tree planting projects have been approved for funding from the Canada Nature Fund.

MOTION #BD 31/22

**Moved by Bob Harvey
Seconded by Mike Tam**

“RESOLVED, THAT the Stewardship Project update report be received as presented.”

Carried.

4. Flood Emergency Planning Meeting

Davin Heinbuck, Water Resources Coordinator, reported on the 2022 annual Flood emergency Planning meeting, which was held virtually on February 22. Attendees totaled 31, and included representatives from eight member municipalities, four counties, two conservation authorities, as well as law enforcement. Some of the topics covered included a presentation on the Parkhill Dam and Flood Management, a review of flood events in 2021, and a watershed conditions update and flood outlook for the next few months.

MOTION #BD 32/22

**Moved by George Irvin
Seconded by Mike Tam**

“RESOLVED, THAT the Flood Emergency Planning meeting report be received as presented.”

Carried.

COMMITTEE REPORTS

None

CORRESPONDANCE

None

COMMITTEE OF THE WHOLE

None

NEW BUSINESS

1. Alex Westman reported that the Municipality of Lucan Biddulph is in the process of drafting a site alteration by-law to require permits and engineering reporting. At present there has been no by-law for site alteration, which can have negative effects on neighbouring properties.
2. George Irvin brought up the possibility of in person presentations at Board Meetings. It was determined that this discussion will be added to next month’s Board Meeting agenda.

ADJOURNMENT

The meeting was adjourned at 10:59 a.m.

Dave Jewitt
Chair

Abigail Gutteridge
Corporate Services Coordinator

*Copies of program reports are available upon request.
Contact Abigail Gutteridge, Corporate Services Coordinator*

ABCA Program Report

To: Board of Directors
Date: April 21, 2022
From: Daniel King, Regulations Coordinator
Subject: Applications for Permission - Ontario Regulation 147/06 - *Development, Interference with Wetlands and Alteration to Shorelines and Watercourses*

The following *Applications for Permission* have been issued by staff since the last Board of Directors Meeting.

* A Coastal Assessment was required as part of the application

** Work commenced without a permit

MAJOR PERMITS

1. * **PERMIT # 2022-19
NAME: Phil Pavona
ADDRESS: 7270 Seth Lane
MUNICIPALITY: Lambton Shores
PERMISSION TO: Replace existing shore protection
COMPLETE APPLICATION RECEIVED ON DATE: February 15, 2022
PERMISSION GRANTED BY STAFF ON DATE: February 24, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 7 days
STAFF NAME: Daniel King

2. PERMIT # 2021-118A
NAME: Rodney & Lucy Lord
ADDRESS: 75568 Elliot Street
MUNICIPALITY: Bluewater
PERMISSION TO: Rebuild of an existing dwelling
COMPLETE APPLICATION RECEIVED ON DATE: February 16, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 10, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 16 days
STAFF NAME: Daniel King

3. PERMIT # 2022-25
NAME: Russell Montgomery
ADDRESS: 9911 Superior Street
MUNICIPALITY: Lambton Shores
PERMISSION TO: Construct a garage with living space above area
COMPLETE APPLICATION RECEIVED ON DATE: March 10, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 17, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 6 days
STAFF NAME: Meghan Tydd-Hrynyk

4. PERMIT # 2022-27
NAME: Ben McCann c/o MR Engineering
ADDRESS: 70805 Bluewater Highway
MUNICIPALITY: South Huron
PERMISSION TO: Construct a detached garage
COMPLETE APPLICATION RECEIVED ON DATE: March 17, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 22, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 4 days
STAFF NAME: Andrew Bicknell
5. PERMIT # 2021-26
NAME: Sam Morham & Katharine Jowett
ADDRESS: Vacant lot – Sydney Walkway
MUNICIPALITY: Lambton Shores
PERMISSION TO: Install new steel shore protection
COMPLETED APPLICATION RECEIVED ON DATE: February 24, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 16, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 15 days
STAFF NAME: Geoff Cade
6. *PERMIT # 2022-21
NAME: Danielle Robitaille & Mark Sanagan
ADDRESS: 73931 Durand Ave
MUNICIPALITY: Bluewater
PERMISSION TO: Install new steel shore protection
COMPLETED APPLICATION RECEIVED ON DATE: March 4, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 16, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 9 days
STAFF NAME: Geoff Cade
7. *PERMIT # 2022-29
NAME: Chantale Pits c/o KB Shoring INC.
ADDRESS: 77795 Norma Street
MUNICIPALITY: Central Huron
PERMISSION TO: Install new steel shore protection
COMPLETED APPLICATION RECEIVED ON DATE: March 1, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 24, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 17 days
STAFF NAME: Daniel King
8. *PERMIT # 2022-08
NAME: Dianne Hamulacki c/o KB Shoring INC.
ADDRESS: 73453 Sandy Beach Road
MUNICIPALITY: Bluewater
PERMISSION TO: Install new steel shore protection
COMPLETED APPLICATION RECEIVED ON DATE: March 23, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 24, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 1 day
STAFF NAME: Daniel King

9. PERMIT # 2022-09A
NAME: RS Invest Inc. c/o Radu Rotariu
ADDRESS: Vacant lot - Lakeview Avenue
MUNICIPALITY: Lambton Shores
PERMISSION TO: Construct a new dwelling in a regulated area
was transferred by staff
COMPLETED APPLICATION RECEIVED ON DATE: March 22, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 25, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 3 days
STAFF NAME: Daniel King
10. PERMIT # 2022-26
NAME: O'Donoghue / Heinemann c/o Oke Woodsmith
ADDRESS: 72765 Ravine Drive
MUNICIPALITY: Bluewater
PERMISSION TO: Construct a building addition
COMPLETED APPLICATION RECEIVED ON DATE: March 18, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 31, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 9 days
STAFF NAME: Andrew Bicknell
11. PERMIT # 2022-30
NAME: John Deroon
ADDRESS: 8420 Lazy Lane
MUNICIPALITY: Lambton Shores
PERMISSION TO: Construct a detached garage
COMPLETED APPLICATION RECEIVED ON DATE: March 25, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 4, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 6 days
STAFF NAME: Andrew Bicknell
12. PERMIT # 2022-31
NAME: Michael McCarthy
ADDRESS: 6945 Line 36
MUNICIPALITY: West Perth
PERMISSION TO: Construct a detached garage
COMPLETED APPLICATION RECEIVED ON DATE: March 29, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 4, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 4 days
STAFF NAME: Andrew Bicknell
13. PERMIT # 2022-32
NAME: Phillip Alves
ADDRESS: 7605 Biddulph Street
MUNICIPALITY: Lambton Shores
PERMISSION TO: Construct a detached garage
COMPLETED APPLICATION RECEIVED ON DATE: March 30, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 5, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 4 days
STAFF NAME: Andrew Bicknell

14. PERMIT # 2022-35
NAME: Christopher & Elizabeth Masse
ADDRESS: 71741 Bluewater Highway
MUNICIPALITY: Bluewater
PERMISSION TO: Construct a dwelling
COMPLETED APPLICATION RECEIVED ON DATE: March 31, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 7, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 6 days
STAFF NAME: Meghan Tydd-Hrynyk
15. PERMIT # 2022-33
NAME: John Suljak
ADDRESS: 74621 Elgin Avenue
MUNICIPALITY: Bluewater
PERMISSION TO: Demolish and reconstruct a dwelling
COMPLETED APPLICATION RECEIVED ON DATE: April 4, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 7, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 4 days
STAFF NAME: Meghan Tydd-Hrynyk
16. PERMIT # 2022-34
NAME: Sauble Line Farms Ltd. c/o Bill DeGroot
ADDRESS: 35239 Kippen Road
MUNICIPALITY: Bluewater
PERMISSION TO: Construct an addition to an existing barn
COMPLETED APPLICATION RECEIVED ON DATE: March 31, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 7, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 6 days
STAFF NAME: Meghan Tydd-Hrynyk

MINOR WORKS PERMITS

1. PERMIT: MW # 2022-09
NAME: Zoltan Lakatos
ADDRESS: 72838 Bluewater Highway
MUNICIPALITY: Bluewater
PERMISSION TO: Construct a bioswale
COMPLETED APPLICATION RECEIVED ON DATE: February 22, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 10, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 12 days
STAFF NAME: Daniel King

2. **PERMIT: MW # 2022-16
NAME: Susan Schaefer
ADDRESS: 74319 Homestead Heights
MUNICIPALITY: Bluewater
PERMISSION TO: Construct a shed
COMPLETED APPLICATION RECEIVED ON DATE: February 27, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 14, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 11 days
STAFF NAME: Meghan Tydd-Hrynyk

3. PERMIT: MW # 2022-19
NAME: Bill Robinson
ADDRESS: 76735 Wildwood Line
MUNICIPALITY: Bluewater
PERMISSION TO: Construct an enclosed porch
COMPLETED APPLICATION RECEIVED ON DATE: March 8, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 16, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 6 days
STAFF NAME: Andrew Bicknell

4. PERMIT: MW # 2022-20
NAME: Enbridge Gas Inc.
ADDRESS: Lot 11, Concession 16 Stephen
MUNICIPALITY: South Huron
PERMISSION TO: Undertake a utility crossing of a watercourse
COMPLETED APPLICATION RECEIVED ON DATE: March 7, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 16, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 7 days
STAFF NAME: Andrew Bicknell

5. PERMIT: MW # 2022-22
NAME: Parry Homes Inc.
ADDRESS: Lot 6, Greene Street
MUNICIPALITY: South Huron
PERMISSION TO: Construct a new residence
COMPLETED APPLICATION RECEIVED ON DATE: March 8, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 16, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 6 days
STAFF NAME: Andrew Bicknell

6. PERMIT: MW # 2022-23
NAME: Parry Homes Inc.
ADDRESS: Lot 7, Greene Street
MUNICIPALITY: South Huron
PERMISSION TO: Construct a new residence
COMPLETED APPLICATION RECEIVED ON DATE: March 8, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 16, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 6 days
STAFF NAME: Andrew Bicknell
7. PERMIT: MW # 2022-24
NAME: Parry Homes Inc.
ADDRESS: Lot 5, Greene Street
MUNICIPALITY: South Huron
PERMISSION TO: Construct a new residence
COMPLETED APPLICATION RECEIVED ON DATE: March 8, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 16, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 6 days
STAFF NAME: Andrew Bicknell
8. PERMIT: MW # 2022-25
NAME: Brad Boere
ADDRESS: 75559 Lidderdale Street
MUNICIPALITY: Bluewater
PERMISSION TO: Install a park model trailer and deck
COMPLETED APPLICATION RECEIVED ON DATE: March 23, 2022
PERMISSION GRANTED BY STAFF ON DATE: March 24, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 1 days
STAFF NAME: Meghan Tydd-Hrynyk
9. PERMIT: MW # 2022-26
NAME: Jeremy Reid
ADDRESS: 45 Snider Crescent
MUNICIPALITY: South Huron
PERMISSION TO: Construct a swimming pool
COMPLETED APPLICATION RECEIVED ON DATE: March 29, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 4, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 4 days
STAFF NAME: Andrew Bicknell
10. PERMIT: MW # 2022-28
NAME: Brett Meadows
ADDRESS: Vacant lakefront lot – Bluewater Hwy
MUNICIPALITY: Bluewater
PERMISSION TO: Install drainage swales
COMPLETED APPLICATION RECEIVED ON DATE: March 24, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 5, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 8 days
STAFF NAME: Daniel King

11. PERMIT: MW # 2022-32
NAME: Tracey Ratz
ADDRESS: 7568 Riverside Drive
MUNICIPALITY: Lambton Shores
PERMISSION TO: Install a swimming pool
COMPLETED APPLICATION RECEIVED ON DATE: April 6, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 11, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 3 days
STAFF NAME: Andrew Bicknell
12. PERMIT: MW # 2022-27
NAME: Harbour Lights Marina
MUNICIPALITY: Bluewater
PERMISSION TO: Reset posts and dredge in Bayfield River
COMPLETED APPLICATION RECEIVED ON DATE: March 21, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 7, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 14 days
STAFF NAME: Meghan Tydd-Hrynyk
13. PERMIT: MW # 2022-34
NAME: Harm Bakker
ADDRESS: 8458 Lazy Lane
MUNICIPALITY: Lambton Shores
PERMISSION TO: Repair shoreline wall and install floating dock
COMPLETED APPLICATION RECEIVED ON DATE: March 28, 2022
PERMISSION GRANTED BY STAFF ON DATE: April 11, 2022
NUMBER OF BUSINESS DAYS TO REVIEW: 10 days
STAFF NAME: Daniel King

ABCA Program Report

To: Board of Directors
Date: April 21, 2022
From: Brian Horner, General Manager/Secretary Treasurer
Kate Monk, Projects Coordinator
Subject: Conservation Authorities Act Update - Progress Report

This report provides an update on the Conservation Authorities Act update and associated regulations, for information purposes. Additional information may be available at the board meeting.

Since the last update at the February 17, 2022 Board of Directors meeting:

- The Inventory of Current Programs and Services was provided to member municipalities via the primary contact, as well as the Ministry of Environment, Conservation and Parks and Conservation Ontario.
- Input was submitted on the Phase 2 regulations provided to Conservation Ontario and the Environmental Registry website.
- No notification has been received from the Province on the appointment of the agricultural representative to the board of directors.
- Staff are working with neighbouring Conservation Authorities to develop a consistent agreement for planning services that can be provided to member municipalities and counties for their consideration.
- Staff are working on other Conservation Authorities Act requirements which will be presented to the board of directors at upcoming meetings.
- It is anticipated that several regulations will be enacted soon, but have not been announced at the time this report was written (April 7, 2022).

ABCA Program Report

To: Board of Directors
Date: April 21, 2022
From: Brian Horner, General Manager/Secretary Treasurer
Subject: Remote Work Policy

Background - Over the last two years as a result of the Pandemic technology has allowed us to have staff working remotely from home. With ever changing Provincial guidelines we are now in a position of asking staff to come back. We surveyed our member municipalities and this, too, is what they are doing. We also asked our member municipalities if they had a working from home policy. While only one of our member municipalities currently has one in place the majority are considering one for the near future.

Our current Personnel Regulations only addresses working from home due to inclement weather and has restrictions on the number of hours worked.

The attached is a Remote Work Policy that would allow staff to work from home under certain situations with Manager approval.

Recommendation: *The attached Remote Work Policy be approved and replace Personnel Regulation #10 – Absence due to inclement weather*

Personnel Regulation #10 – Remote Work Policy (Replaces #10 Absence due to inclement weather)

Policy Statement

ABCA is an organization which is committed to creating opportunities that promote employee well-being and engagement, advance the ability for employees to work productively to achieve organizational goals and objectives and create a culture of performance and care. Working remotely is a special arrangement and not an entitlement. As a result, such arrangements may be started and ended at the sole discretion of ABCA. Working remotely is not possible in all departments due to the various methods of service delivery and the varying nature of the work.

Purpose

This Work from Home Policy outlines steps required to work from home when unforeseen circumstances limit an employee's ability to attend their regular base of operation.

Employees should not assume/expect any specified period of time for emergency and/or ongoing flexible work from home arrangements. ABCA will require employees to return to regular, in-office work following any approval to work from home on a temporary basis due to unforeseen circumstances.

The unforeseen circumstances requiring a staff member to work from home may include but not be limited to:

- Inclement weather
- School closures
- Temporary family illnesses
- Other circumstances as approved by the employee's manager

In these circumstances, written/email prior approval is required from the employee's manager.

In the event that the office is officially closed by the General Manager or their designate, in consultation with the Chair of the Board, all staff will be paid a regular day's pay or part thereof.

Scope

This policy does not alter or replace the terms of an existing employment contract, policies, procedures, practices, or legislation, including but not limited to the Employment Standards Act, Human Rights Code and AODA, that apply if the employee were working at the ABCA Work Site.

Expectations and Conditions

The employee's compensation, benefits, work status, and general work responsibilities will not change due to working from home.

Performance: The employee will be remunerated for all hours up to the employees regular working days hours. In the event of an emergency, additional hours may be remunerated with manager approval. In order to be remunerated for work performed at home, an employee's performance must remain satisfactory. If the employee is unable to perform their required duties during a work from home event, the ABCA will require the employee to use vacation or accumulated overtime to compensate for time absent from that employee's regular base of operations.

Applicable Policies: All ABCA policies remain in effect while working from home, and employees are required to comply with all policies and the code of conduct in addition to Ontario Employment Laws (Employment Standards Act (ESA)) as they relate to the employee's job responsibilities. The employee's employment will continue to be bound by the ABCA's conditions of employment.

Work Hours: Unless otherwise agreed to with the respective manager, hours worked inside a pay period do not change as a result of working from home. Participating employees will continue to work their required hours on a schedule agreed upon with their manager.

Response Time: Although the employee is working from home, the employee is expected to respond in a timely manner to all forms of communication as if they were in the office, such as: emails, phone calls and meeting requests.

Workspace: It is the sole responsibility of the employee to ensure that the home-workspace is operationally safe and feasible. It is the employee's sole responsibility to ensure that the home work space is adequately equipped to perform the employee's normal duties (*i.e.*, laptop with VPN access, secure Wi-Fi connection as per ABCA's IT policies). The ABCA will not reimburse employees for costs associated with creating or maintaining a work at home space.

Approval: The approval of each work from home event will be made on a case-by-case basis at the discretion of the appropriate manager. Staff must obtain the required approval prior to any work from home being undertaken during their normally scheduled working

hours. While working at home under such an arrangement, employees are expected to be available to the workplace (via telephone, email, etc.).

Duration: The ABCA will provide as much notice as possible to any employee working at home if the arrangement needs to be modified or cancelled; however, there may be circumstances where arrangements are modified or cancelled immediately at the sole discretion of the ABCA.

Working from Home Guiding Principles

- It is a privilege based on an underlying philosophy of trust and mutual benefit.
- It is at the discretion of the appropriate management staff following consultation and discussion with the employee.
- It does not change the terms and conditions of employment.
- It does not make the employee eligible for any form of subsidy since the benefits are seen as being mutual.
- It does not mean that equipment will be provided by the ABCA.
- If for any reason equipment is provided by the ABCA, the employee will ensure all equipment that as the property of the ABCA, it remains in good working condition at all times and is returned to the ABCA in the same condition as when it left.
- Working conditions at home must be conducive to the work being performed.
- Employees must complete and sign an ergonomic and safety checklist, see Appendix A, for their home office setup to ensure they are following best practices and guidelines. This Form (200-009) will be included in the employee personnel file.
- Working from home is not intended to be used to address long term childcare or eldercare needs.

Workplace Health and Safety

Workplace health and safety is just as important for employees working at home as it is for those working in a traditional worksite. Regardless of the work location of their employees, the responsibilities of managers regarding health and safety remain. It is crucial that both employees and their manager consider any health and safety implications of the work from home arrangement.

In the event of a work-related incident or injury in the designated workspace, employees must immediately report the incident in accordance with the Hazard and Incident

Reporting Procedure. Employees working remotely will be covered by workers' compensation for job-related injuries that occur in the course and scope of employment while working remotely, subject to adjudication and approval by the Workplace Safety and Insurance Board.

DRAFT

Appendix A – Remote Work Area Checklist

Category	Item	Yes/No
General	<p>Is your remote work area in a space where it is easy to concentrate?</p> <p>Are you able to work on the computer (via internet connection) and be available by phone at the same time?</p>	
Safety	<p>Is there a functioning smoke alarm?</p> <p>Is there clear access to a fire extinguisher?</p> <p>Has an evacuation plan been established?</p> <p>Are there adequate first aid supplies?</p> <p>Are extension cords in good condition and positioned properly?</p> <p>Are cords and cables causing a tripping hazard?</p> <p>Is there surge protection for electrical equipment?</p> <p>Is there enough ventilation for electrical equipment?</p>	
Ergonomics - Seating	<p>The chair has a back on it (If applicable, adjust the backrest so the curve of the backrest fits the curve of your back.)</p> <p>Your feet are fully supported on the floor or a footrest.</p> <p>When seated, your elbows are bent 90 degrees when you type.</p> <p>Armrests (if applicable) do not prevent sitting close to the desk or obstruct the reach to the mouse</p>	
Ergonomics – Keyboard Position	<p>Adjust your keyboard height and position so you can type with your elbows against the side of your body, at your shirt seam</p>	
Ergonomic – Monitor Position	<p>The top of the screen is at eye level. Adjust viewing distance (closer or further) for comfort</p>	

Ergonomic – Mouse	The mouse is at the same height and forward reach as the keyboard	
Other Ergonomic Tips	Keep documents close by tilting them up toward your eyes on a document holder or empty binder. Change positions, at least every 20 minutes. Stretch, at least every hour. Take frequent breaks (e.g., 5 minutes every hour) away from keyboarding during prolonged computer use	
Lighting	There is adequate lighting to perform work without eyestrain	

Name: _____

Date: _____

ABCA Program Report

To: Board of Directors
Date: April 21, 2022
From: Kate Monk, Projects Coordinator
Subject: ABCA Land Acquisition Policy

The Ausable Bayfield Conservation Authority (ABCA) has been acquiring land for most of its 75-year history. Conservation Authorities across the province have been acquiring land for environmental and community purposes since the 1940s.

Protecting environmentally-significant land through ownership has been recommended in ABCA watershed plans, and provincial and federal strategies and reports.

The ABCA Land Securement Plan (2008-2020) guided the land acquisition program for many years. However, it is time to update the plan with new information gained through various studies and to meet the requirements of the Conservation Authorities Act update.

The original plan did not include a succinct, clear, policy section to share with the public, guide staff and directors, and be used to support funding applications.

The attached policy document fulfills those purposes. It is consistent with previous approaches, policy and tools available for land acquisition, and meets the requirements of provincial legislation. The policy also provides flexibility to consider current and future circumstances.

With the policy in place, the Land Securement Plan, scheduled to be completed in 2022, can be a practical, hands-on document with technical information, mapping, best management practices and procedures.

Recommendation

Recommended that, the Ausable Bayfield Conservation Authority Land Acquisition Policy be approved.



AUSABLE BAYFIELD CONSERVATION

CREATING AWARENESS | TAKING ACTION

Land Acquisition Policy

Approved _____, _____

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1. Introduction

The Ausable Bayfield Conservation Authority (ABCA) owns approximately 3,616 hectares of land within its 244,200-hectare area of jurisdiction in southwestern Ontario. This represents 1.5 percent of its total area of jurisdiction. These properties are environmentally sensitive ecosystems, forests, wetlands, and multi-purpose reservoirs and conservation areas.

Conservation Authority lands have been secured for the following reasons:

- Water Management – land for dams and water management reservoirs and projects
- Natural Environment – environmentally-sensitive lands (e.g. Provincially Significant Wetlands, Areas of Natural and Scientific Interest, source areas)
- Forests – swamps, woodlands
- Natural Hazards – land unsafe for development (e.g. steep slopes, floodplains, wetlands)
- Recreation – land for outdoor recreation
- Adjacent Lands – land adjacent to ABCA existing landholdings to further protect or enhance the environment or recreation opportunities.

2. Policy Intent

The ABCA area of jurisdiction contains some of Canada's most productive farmland with towns and villages spread throughout. The land and rivers drain into Lake Huron. As documented in the ABCA Watershed Report Cards, there is a need for improvement in watershed health. Long-term ownership of strategic parcels of land through the watershed can contribute to improved health of the watershed and meet community needs.

It is critical that the ABCA continue its land securement program to ensure that future securement and protection occurs strategically, on a prioritized basis and in a fiscally responsible manner.

This policy provides guidance for the future securement and/or protection of lands by Ausable Bayfield Conservation Authority.

3. Goals

The securement and protection of lands helps the ABCA achieve its Mission Statement: Protect, improve, conserve and restore the watershed in partnership with the community.

The following are the land acquisition program goals:

- To protect important ecosystems that contribute to watershed health.
- To protect watershed function through acquisition of important floodplain and wetlands that mitigate downstream flooding and erosion to prevent harm to people and property.
- To protect natural environment areas of national, provincial or watershed-scale significance such as, but not limited to Carolinian Canada sites, provincially designated Areas of Natural and Scientific Interest, provincially significant wetlands and significant valley lands.
- To link natural heritage features and habitats such as wetlands and valley lands and to enhance their long-term integrity and ecological functions.
- To undertake water management projects.

- To protect major water source areas, wellhead protection areas and significant aquifer recharge areas.
- To protect hazard lands from development.
- To provide outdoor recreation and education opportunities.
- To increase public appreciation of conservation lands and nature.

4. Land Acquisition Approaches

The ABCA recognizes the need to consider a variety of approaches to land acquisition depending on environmental, economic and property owner situations.

- The ABCA will typically purchase lands or accept donations of lands within the ABCA area of jurisdiction on a willing-buyer, willing-seller basis to meet its stated goals.
- The ABCA will acquire lands for water management, natural hazard mitigation, environmental conservation, stewardship and restoration, source water protection, and passive recreation.
- As a last resort, the ABCA may be required to expropriate lands for approved projects undertaken under the Conservation Authorities Act.
- The ABCA may accept land dedications, land trades, donations, bequests and conservation easements to meet its stated goals on a case-by-case basis.
- The ABCA will partner with member municipalities, senior levels of government and other conservation agencies to secure and/or protect appropriate lands.
- A variety of funding sources may be used to acquire land, including but not limited to: ABCA Stewardship Endowment Reserve, municipal levy, senior levels of government, grants, foundations, donations and community fundraising.

5. Implementation

This policy will come into effect upon approval by the ABCA Board of Directors.

- This policy will be implemented through the Land Acquisition and Disposition Strategy. The ABCA Land Securement Plan (2008-2020) will be updated to fulfill the requirements of the Conservation Authorities Act and to achieve ABCA goals and objectives.
- This policy will be reviewed every five years.

ABCA Program Report

To: Board of Directors
From: Ian Jean, Forestry Specialist
Re: Butternut Archive Orchard, partnership opportunity
Date: April 21, 2022

Summary

This report is provide background information to the Ausable Bayfield Conservation Authority board of directors on Butternut Tree recovery efforts by the Forest Gene Conservation Association (FGCA) and to recommend that ABCA enter in to a partnership with FGCA to establish a Butternut Archive Orchard at ABCA Triebner Tract.

Background

In September of 2021, the ABCA Board of Directors approved the retirement of 30 acres of marginal farmland at ABCA Triebner Tract and restore land to natural conditions. Phase 1 is underway, with approximately 11 acres of reforestation and 5 acres of wetlands to be completed in 2022. The remaining acreage is in agricultural lease temporarily for the 2022 cropping season with Phase 2 of restoration in 2023.

The Forest Gene Conservation Association (FGCA) is a not for profit organization working in Ontario. FGCA's goal is to assist forest practitioners to conserve and augment the genetic diversity of forests through Species Conservation, Seed Management Expertise, Climate Change Adaptation, Education & Advocacy. FGCA partners with the government, forestry sector, not for profit organizations, landowners, Conservation Authorities and other groups.

Butternut is a species at risk throughout its natural range in Canada and the United States. Butternut is threatened by Butternut Canker (*Ophiognomonia clavigignenti-juglandacearum*) which is a fungus that affects the cambial layer of Butternut usually causing tree mortality. Once a common tree throughout eastern North America, Butternut is now uncommon. Healthy Butternut are very rare and now considered too few and too far apart for natural recovery.

To facilitate Butternut Recovery FGCA has established five Butternut Archive Orchards across Ontario. Remaining large, healthy Butternut are considered likely to have some natural tolerance to the Butternut Canker and are the foundation of the FGCA recovery efforts. Archive orchards are planted with grafted trees grown from scions (twigs) collected from healthy Butternut. Establishing archive orchards will enable cross pollination and future seed production between tolerant trees to aid in the re-introduction and recovery of Butternut in Ontario.

The FGCA has approached ABCA about establishing a Butternut Archive at ABCA Triebner Tract northwest of Exeter. Space at the existing five orchard sites is filling up and FGCA is looking for a partner in southwestern Ontario to fill a geographic gap.

FGCA Roles and Responsibilities

- Provide technical assistance and funding for establishment of a Butternut archive orchard (deer fence, trees, planting costs).
- Provide grafted Butternut trees for planting.
- Pay ABCA for all costs associated with ongoing maintenance and monitoring of the butternut archive orchard and provide technical assistance as necessary.
- Additional necessary equipment costs will be covered by the FGCA (eg, water tank).

ABCA Roles and Responsibilities.

- Provide an area up to 5 acres for the orchard; a suitable site has been identified at ABCA Triebner Tract.
- Provide access to the site for FGCA staff and insured contractors.
- Plant up to 100 grafted butternut/year until orchard capacity of 500 trees is filled.
- Mow between trees once/month. Watering if necessary during drought.
- Monthly monitoring of orchard fence and trees during the term of the agreement.

FGCA – ABCA Partnership Agreement

A 15-year agreement, to be reviewed and renewed every 5 years, is required for orchard establishment and maintenance. ABCA will provide ongoing monitoring and maintenance of the orchard. In the event that maintenance and monitoring activities are beyond the capacity of ABCA to undertake, the FGCA will source contractors to undertake necessary work. In the event that FGCA is unable to provide funding or the FGCA ceases to exist, the partnership agreement and obligations would cease. ABCA retains property ownership and rights during and at the termination of the agreement.

Benefits of the Partnership:

ABCA staff have had discussions with colleagues at Upper Thames River Conservation Authority who have an existing partnership agreement and Butternut archive orchard at Pittock Conservation Area since 2016. No regrets or concerns were identified by Upper Thames Forestry staff who spoke well of the partnership.

Benefits of the partnership include:

- FGCA funding would support existing ABCA field services, property monitoring and forestry program activities.

- Opportunity for ABCA to contribute to Butternut Recovery in Ontario. Butternut was an important tree for wildlife. Historically, the nuts were a food source for First Nations and settlers.
- Future partnership and promotional opportunities associated with Butternut Recover efforts.
- Location of ABCA Treibner Tract at 8 km from the main office will facilitate monitoring and maintenance in conjunction with existing property maintenance, stewardship and forestry work.

Recommendation

Recommended that, ABCA enter in to a 15-year agreement with the FGCA whereby FGCA will fund the establishment and ongoing maintenance and monitoring of a 5 acre Butternut Archive Orchard at ABCA Triebner Tract.

Information Resources:

Forest Gene Conservation Association: <https://fgca.net/>

Ontario Butternut Species at Risk: <https://www.ontario.ca/page/butternut-species-risk>

Natural Resources Canada Butternut Canker: <https://www.nrcan.gc.ca/our-natural-resources/forests/wildland-fires-insects-disturbances/top-forest-insects-and-diseases-canada/butternut-canker/13375>



Ausable Bayfield Conservation Authority
71108 Morrison Line, RR 3
Exeter, ON N0M 1S5

Statement of Profit & Loss
January through March, 2022

Accrual Basis

Table 1: Consolidated

	2021 Actual		2022 Annual	
	1st Qtr	1st Qtr	Budget	% of Budget
Revenue				
Grant, Provincial/Federal	61,825	57,813	341,706	17%
Levy, General	0	0	1,119,184	0%
Levy, Projects	0	0	249,594	0%
Levy, Special Benefit	0	0	82,703	0%
Levy, Special Benefit, WECl	0	0	6,000	0%
Rental	2,765	3,974	62,700	6%
Conservation Area User Fees	5,393	3,049	110,200	3%
Sales & Service	285,781	325,400	639,009	51%
Donations	2,893	4,659	400	1165%
Interest	4,188	5,245	18,400	29%
Partnership Contributions	698,975	182,658	984,037	19%
Sundry	450	38	0	100%
Deferred from Prior Year - Revenue	1,142,888	1,367,944	1,167,732	117%
Deferred to Future Year - Expense	0	0	(564,660)	0%
Total Revenue	2,205,158	1,950,780	4,217,005	46%
Expense				
Purchased Services	60,843	50,300	419,228	12%
Advertising	2,677	2,357	8,327	28%
Bad Debts	1	0	0	100%
Memberships, Dues, Licenses	21,960	22,687	57,901	39%
Maintenance and Repair	1,512	16,464	74,429	22%
Property Taxes	13,134	12,680	62,096	20%
Office Operations	38,318	38,691	125,405	31%
Rental	2,695	2,882	11,243	26%
Training and Development	633	1,308	22,962	6%
Travel Costs and Accommodations	380	679	14,352	5%
Uniforms	0	238	8,408	3%
Utilities	8,360	9,472	38,598	25%
Vehicles and Field Equipment	13,650	8,574	92,184	9%
Program	541,760	147,209	715,591	21%
Board Of Director's	376	1,628	25,221	6%
Wages and Benefits	499,610	603,594	2,590,316	23%
Total Operating Expense	1,205,908	918,763	4,266,261	22%
Net Operating Income	999,251	1,032,017	(49,256)	-2095%
Other (Income) Expense				
Capital	5,242	5,009	52,096	10%
Amortization	45,185	44,784	178,955	25%
From Reserve - Revenue	(21,406)	(36,602)	(146,407)	25%
Reserves - Expenses	19,293	9,914	45,055	22%
Total Other Expense	48,313	23,104	129,699	18%
Net Income	950,938	1,008,913	(178,955)	-564%



Ausable Bayfield Conservation Authority

71108 Morrison Line, RR 3
Exeter, ON N0M 1S5

Statement of Profit & Loss

January through March, 2022

Accrual Basis

Table 2: Drinking Water Source Protection

	2021 Actual		2022 Annual	
	1st Qtr	1st Qtr	Budget	% of Budget
Revenue				
Grant, Provincial/Federal	0	0	242,662	0%
Interest	145	174	1,000	17%
Deferred from Prior Year - Revenue	48,597	47,261	49,553	95%
Deferred to Future Year - Expenses	0	0	(31,668)	0%
Total Revenue	48,742	47,435	261,547	18%
Expense				
Purchased Services	4,306	4,242	23,000	18%
Advertising	0	0	0	100%
Office Operations	12,755	12,913	20,200	64%
Rental	1,760	1,800	6,904	26%
Training and Development	0	0	300	0%
Travel Costs and Accommodations	0	0	1,075	0%
Uniforms	0	0	350	0%
Utilities	345	345	1,380	25%
Vehicles and Field Equipment	0	0	1,000	0%
Board Of Director's	0	0	13,142	0%
Wages and Benefits	35,608	36,719	194,196	19%
Total Operating Expense	54,774	56,019	261,547	21%
Net Operating Income	(6,032)	(8,584)	0	100%
Other (Income) Expense				
From Reserves	0	0	0	100%
Reserves	0	0	0	100%
Total Other Expense	0	0	0	100%
Net Income	(6,032)	(8,584)	0	100%



Ausable Bayfield Conservation Authority
 71108 Morrison Line, RR 3
 Exeter, ON N0M 1S5

Statement of Profit & Loss
 January through March, 2022

Accrual Basis

Table 3: ABCA Excluding DWSP

	2021 Actual	2022 1st Qtr	2022 Annual Budget	% of Budget
Revenue				
Grant, Provincial/Federal	61,825	57,813	99,044	58%
Levy, General	0	0	1,119,184	0%
Levy, Projects	0	0	249,594	0%
Levy, Capital	0	0	0	100%
Levy, Special Benefit	0	0	82,703	0%
Levy, Special Benefit, WECl	0	0	6,000	0%
Rental	2,765	3,974	62,700	6%
Conservation Area User Fees	5,393	3,049	110,200	3%
Sales & Service	285,781	325,400	639,009	51%
Donations	2,893	4,659	400	1165%
Interest	4,044	5,072	17,400	29%
Partnership Contributions	698,975	182,658	984,037	19%
Sundry	450	38	0	100%
Deferred from Prior Year - Revenue	1,094,290	1,320,683	1,118,179	118%
Deferred to Future Year - Expense	0	0	(532,992)	0%
Total Revenue	2,156,416	1,903,345	3,955,458	48%
Expense				
Purchased Services	56,536	46,058	396,228	12%
Advertising	2,677	2,357	8,327	28%
Bad Debts	1	0	0	100%
Memberships, Dues, Licenses	21,960	22,687	57,901	39%
Maintenance and Repair	1,512	16,464	74,429	22%
Property Taxes	13,134	12,680	62,096	20%
Office Operations	25,563	25,779	105,205	25%
Rental	935	1,082	4,339	25%
Training and Development	633	1,308	22,662	6%
Travel Costs and Accommodations	380	679	13,277	5%
Uniforms	0	238	8,058	3%
Utilities	8,015	9,127	37,218	25%
Vehicles and Field Equipment	13,650	8,574	91,184	9%
Program	541,760	147,209	715,591	21%
Board Of Director's	376	1,628	12,079	13%
Wages and Benefits	464,001	566,875	2,396,120	24%
Total Operating Expense	1,151,133	862,744	4,004,714	22%
Net Operating Income	1,005,283	1,040,601	(49,256)	-2113%
Other (Income) Expense				
Capital	5,242	5,009	52,096	10%
Amortization	45,185	44,784	178,955	25%
From Reserve	(21,406)	(36,602)	(146,407)	25%
Reserves	19,293	9,914	45,055	22%
Total Other Expense	48,313	23,104	129,699	18%
Net Income	956,971	1,017,497	(178,955)	-569%



MINUTES DRAFT

Friends of the South Huron Trail Meeting DRAFT

Monday, March 28, 2022 (Meeting by Zoom video conference)

MEMBERS PRESENT BY ZOOM VIDEO CONFERENCE

Norm Eckel; Dave Frayne; Jim Hayter; Peter Moseley-Williams; Carol Rideout; Lorne Rideout; Linda Wilhelm; Terry Wilhelm

STAFF PRESENT BY ZOOM

Abbie Gutteridge; Mary Lynn MacDonald; Nathan Schoelier

CALL TO ORDER AND WELCOME

The meeting was called to order at 1:33 p.m. by Chairperson Dave Frayne.

DISCLOSURE OF PECUNIARY INTEREST

None

ADOPTION OF AGENDA

MOTION #1/22

Moved by Terry Wilhelm

Seconded by Lorne Rideout

“RESOLVED, THAT the March 28, 2022 meeting agenda be adopted as circulated.”

Carried.

ADOPTION OF THE MINUTES

MOTION #2/22

Moved by Peter Moseley-Williams

Seconded by Jim Hayter

“RESOLVED, THAT the minutes of the November 1, 2021 meeting and the motions therein be adopted as amended.”

Carried.

BUSINESS OUT OF THE MINUTES

None

REPORTS – 2022 PROJECTS AND ACTIVITIES

Nathan Schoelier, Stewardship and Conservation Lands Manager, reported that the Ausable

Bayfield Conservation Authority (ABCA) has hired a new Field Services staff member, Reese Thompson, and encouraged Committee members to say hello if they met him on the trail.

TRAIL USE AND MAINTENANCE – NATHAN SCHOELIER

Nathan Schoelier provided the Trail Use and Maintenance Report.

The majority of trail maintenance completed over the winter months consisted of large tree removal to improve accessibility and safety on the trail. Regular maintenance will occur as the weather warms up.

There has been some erosion along the trail, southwest of Morrison Line. Webbing has been ordered to install this spring to help combat this issue. It was also noted that there has been a washout across the trail on the south side near Pryde Street in Exeter. Some gravel was ordered earlier in the season, and Nathan will check to see if there is some still available to patch the washout.

In addition, there have been some issues with dogs off leash along the trail. Local community members have been challenging municipal by-laws about having dogs off leash, as there is some contradictory language between the conservation authority and municipality. Mary Lynn asked if there is anyone on the trails to monitor and enforce this issue. The ABCA uses Municipal Enforcement Unit (MEU) when needed, and relies heavily on trail users to be vigilant.

Trail usage remains high. People have been behaving, Nathan said, and he has received very few reports over the winter months.

SOUTH HURON TRAIL MOBILE – NORM ECKEL AND JIM HAYTER

Volunteer drivers Norm Eckel and Jim Hayter reported on the South Huron Trail Mobile.

They said that autumn 2021 was quite busy with trail mobile users enjoying the fall colours. In addition, there have already been inquiries for spring usage.

Almost everyone who takes a trail ride donates towards the trail and there is a donation box on the Trail Mobile.

SOUTH HURON TRAIL FUNDRAISER GOLF TOURNAMENT– DAVE FRAYNE

Initial inquiries have shown that the group would like to hold the South Huron Trail Golf Tournament again this year. The committee believed that the date should remain the same and it will be held on the last Monday in August. The committee agreed that a planning meeting should be held in either May or June.

CONSERVATION DINNER – VIRTUAL CONSERVATION DINNER – DAVE FRAYNE

Dave Frayne noted that the 32nd Conservation Dinner was being held as a virtual auction again this year. Bidding begins later this week on March 31 and will continue to April 7, 2022. The Committee had hoped for an in-person event, but there was too much uncertainty with restrictions.

FAMILY DAY WINTERFEST SOUTH HURON

Dave Frayne reported that WinterFest was once again cancelled in 2022, as a result of pandemic restrictions. However, like last year, the grant in the amount of \$3,000 from the South Huron Community Foundation through the Sunset Foundation can be retained for the 2023 event.

TRAIL PROMOTION AND PUBLICITY – NATHAN SCHOELIER

Nathan Schoelier presented on behalf of Tim Cumming, Communications Specialist at the ABCA. He reported that the article that was written about South Huron, and promoted the Friends of the South Huron Trail, for the ABCA's 75th Anniversary was included in the 2021 ABCA Annual Report.

He outlined Notices that had been issued to the public since last meeting, including notices about the concrete repairs on Morrison Dam (and road closure), and the cancellation of Winterfest 2022.

Other activities included social media posts for conservation education programs along the trail.

OTHER BUSINESS

The Committee would like to hold a spring cleanup along the trail again this year. Cleanup activities include picking up garbage and trimming along the trail. Nathan will email the group suggesting potential cleanup dates.

NEXT MEETING

The next meeting of the Friends of South Huron Trail will be at the call of the Chair.

ADJOURNMENT

MOTION #3/22

Moved by Terry Wilhelm

Seconded by Lorne Rideout

“RESOLVED, THAT the March 28, 2022 meeting of the Friends of the South Huron Trail be adjourned.”

The meeting was adjourned at 1:47 p.m.

Dave Frayne, Chair

Abbie Gutteridge, Alternate Recording Secretary

SOURCE PROTECTION COMMITTEE (SPC) MEETING MINUTES
March 31st, 2022
IN PERSON and
VIA VIDEO CONFERENCE

MEMBERS PRESENT

Matt Pearson, Dave Frayne, Paul Heffer, Ian Brebner, John Graham, Jennette Walker, Bert Dykstra, Myles Murdock, Mary Ellen Foran

MEMBERS PRESENT VIA VIDEO CONFERENCE

Alyssa Keller, Allan Rothwell

MEMBERS ABSENT

Phillip Keightley, Rowland Howe

LIAISONS PRESENT VIA VIDEO CONFERENCE

Ausable Bayfield Source Protection Authority (SPA) Liaison – Brian Horner
Ministry of Environment, Conservation and Parks (MECP) Liaison Officer – Catherine Eby

LIAISONS ABSENT

Huron Perth Public Health Liaison – Lori Holmes
Maitland Valley Source Protection Authority (SPA) Liaison – Phil Beard

DWSP STAFF PRESENT

Donna Clarkson, Mary Lynn MacDonald, Aaron Clarke, Elizabeth Balfour (via Video Conference)

MEMBERS OF THE PUBLIC

Ed McGugan - Maitland Valley Conservation Authority

CALL TO ORDER

Chair Matt Pearson called the meeting to order at 1:31 p.m., and welcomed Catherine Eby, the new liaison from the Ministry of Environment, Conservation and Parks (MECP), and Ed McGugan, the new Vice Chair of the Maitland Valley Board of Directors.

AGENDA

MOTION #SPC: 2022-03-01

“That the agenda for the March 31st, 2022 meeting be approved as presented.”

Carried by Consensus.

APPROVAL OF MINUTES

MOTION #SPC: 2022-03-02

**Moved by Paul Heffer
Seconded by Ian Brebner**

“That the SPC minutes from November 24th, 2021 be approved as presented.”

Carried.

BUSINESS OUT OF THE MINUTES

None

DECLARATION OF PECUNIARY INTEREST

None

CORRESPONDENCE

None

CHAIR’S UPDATE

Chair Matt Pearson welcomed Catherin Eby as the new liaison from the MECP. Matt mentioned that during the December Chairs Meeting, the Director’s Technical Rules (DTR) had not yet been released; however, they were released shortly after that. With the release of the DTR, the Ausable Bayfield Source Protection Region (ABMV SPR) is nearing the final stages of the Section 36 amendment with public consultation being the next stage. Matt encouraged all Source Protection Committee (SPC) members to have other members from their respective groups attend the public consultation events.

PROGRAM UPDATE

Mary Lynn MacDonald, Co-DWSP Program Supervisor, highlighted the Education and Outreach that the ABMV SPR participated in over the winter. The social media campaign, led by Conservation Ontario, was called #WinterWednesday and the campaign brought awareness to the importance of the watershed-based Drinking Water Source Protection (DWSP) program in Ontario. Mary Lynn acknowledged that DWSP staff presented a draft DWSP workplan and budget to the Joint Management Committee on December 21st and this workplan has been drafted based on two years of funding. The draft workplan will include the promotion of Best Practices released by MECP. Mary Lynn and Donna met with MECP staff to discuss the mapping changes for the Belgrave well. There was some confusion as to whether the changes to the Wellhead Protection Area (WHPA) were considered minor and the mapping could be included in the larger section 36 Amendment, or whether the expanded WHPA mapping would need to be approved separately under a section 34 Amendment. Following discussion with staff and MECP, the approval for water distribution from the new Belgrave well was granted and the new mapping will be included under the section 36 amendment.

DUNGANNON MUNICIPAL SUPPLY UPDATE

John Graham, Environmental representative, provided an update on the Dungannon municipal well and the ongoing efforts undertaken to lower arsenic levels in the municipal well. Water treatment operators will chlorinate the water and use filters to capture the residual. More room is needed for the filter inside the treatment area so a new diesel generator will be housed outdoors. A reservoir is being built on site as part of the new treatment process.

DIRECTORS TECHNICAL RULE CHANGES AND POLICY WORK

Mary Lynn confirmed that the Director's Technical Rules were released on December 3rd, 2021 with guidance being released later on February 15th by MECP. The DTR changes had two categories: amendments to the Assessment Report on various rules and guidelines which are not mandatory and changes to the Tables of Drinking Water Quality Threats which are mandatory. The SPC has completed many draft policy revisions over the last two years with three threat categories left to address at the current meeting: sewage, waste and snow. These policy revision will be incorporated into the section 36 amendment.

IMPLEMENTATION REPORT

Donna Clarkson, Co-DWSP Program Supervisor, provided a summary on the implementation of Source Protection Plans (SPPs) for the 2021 reporting period. For each significant threat policy in the Source Protection Plans, there is a corresponding monitoring policy. Municipalities, provincial ministries, conservation authorities and source protection authorities must submit progress reports relating to policy implementation every the year. The Town of Minto continues to retain their Part IV authorities and delivers its risk management services through their Risk Management Officials. A summary of Minto's implementation milestones can be found in the Source Protection Plan Implementation – Progress Report. Education and Outreach policies were successfully completed in the first year of SPP implementation. Staff continue to promote source water protection via news releases, social media, print and broadcast media. The 2020-2021 SPC sector engagement video series has been a great success with over 19,000 views. Nine municipalities have updated their zoning by-laws and official plans to include source protection policies with the remaining four municipalities indicating that updates to planning documents are in progress. Across the ABMV region, 206 on-site septic systems require inspection. Due to the COVID-19 pandemic, 35% of septic systems were not inspected during the 2018-2022 inspection period. Municipalities have indicated they will make every effort to complete the remaining inspections in 2022. MECP continues to screen for Prescribed Instruments (PI) applications that pose a threat to drinking water. Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) continues to screen Nutrient Management Strategies, but not Nutrient Management Plans (NMP), for Prescribed Instruments.

ANNUAL PROGRESS REPORT

Donna Clarkson presented the draft annual progress report for the ABMV SPR. As per the Clean Water Act, SPAs provide standardized annual reports to the MECP on the success of the source protection program and the implementation of local Source Protection Plans. The progress report is based on the information contained within the monitoring reports completed by the

implementing bodies. The SPC must provide written comments to the SPA about the extent to which the committee feels the objectives set out in the Source Protection Plan are being achieved. Progress is to be scored according to three possible grades: Progressing Well/On Target, Satisfactory, or Limited Progress.

By consensus, the following comments from the SPC members will be included in the annual report:

We acknowledge and thank the local municipalities, stakeholders, and other implementing bodies for their contribution to this annual progress report, and for their ongoing efforts to implement the Source Protection Plan.

Following approval of the SPPs in 2015, the Committee has focused on tasks related to implementation and amendments. This includes assessing progress made by stakeholders in implementing the SPP policies, identifying areas for improvement, and overseeing technical updates and amendments.

The Source Protection Committee for the ABMV Source Protection Region reviewed the recent implementation results, noting that significant progress has been made since the SPPs came into effect in 2015. Although the Covid-19 pandemic has created daunting challenges, implementing bodies continued their efforts to ensure that municipal drinking water is well protected. The majority of the SPP policies have been implemented and 98% of significant drinking water threats have been addressed. For these reasons, the SPC feels confident in their assessment that implementation of the Source Protection Plans is progressing well or on target.

MOTION #SPC: 2022-03-03

**Moved by Jennette Walker
Seconded by Myles Murdock**

“That the SPC approves the Annual Progress Report compiled by staff and directs staff to present the Report to the Source Protection Authorities for submission to the Provinces.”

Carried.

POLICY CHANGES SEWAGE

All significant drinking water threats (SDWT) in the ABMV SPR related to sewage are covered either under the building code or by an Environment Compliance Approval (ECA). Proposed amendments to the Director’s Technical Rules (DTR) include changes to the circumstances for sewage. As such, a review of the current SPP policy was warranted. For a detailed description of the deletions and revisions to the sewage policies refer to the report Policy Review: Sewage Policies.

MOTION #SPC: 2022-03-04

**Moved by Dave Frayne
Seconded by Bert Dykstra**

“That Sewage Policies RAC 4.2, 4.4, 4.5, 4.7, 4.8 and 4.9 be deleted, Sewage Policies RAC 4.1, 4.5, 4.10 and 4.11 be revised, and Sewage Policy 4.3 be amended as presented and approved to be included in the upcoming amendment to the Source Protection Plans.”

Carried.

Allan Rothwell left the meeting at 3:00 p.m.

Brian Horner left the meeting at 3:15 p.m.

POLICY CHNAGES SNOW

There are currently no significant drinking water threats (SDWT) in the ABMV SPR related to snow storage. The new 2021 Director’s Technical Rules include changes to the circumstances for snow storage that will result in significant threats for this activity. As such, a review and revision of the current SPP policy was needed. For a detailed outline of the proposed policies and their wording, refer to the report Policy Review: Snow Storage.

MOTION #SPC: 2022-03-05

**Moved by Dave Frayne
Seconded by Jennette Walker**

“That the above policies revisions for Snow Storage AC.10.1 and 10.2 Option 2 be approved and included in the upcoming amendment to the Source Protection Plans.”

Carried.

POLICY CHANGES WASTE

Current policy tools used to address hazardous waste include Prescribed Instrument (PI), CWA ‘Part IV’ Prohibition and Risk Management Plans (RMP) plus Education & Outreach. The 2021 amendments to the Director’s Technical Rules (DTR) include changes to the circumstances for Hazardous Waste. As such, a review of the current SPP policies was warranted. For a detailed description of the deletions and revisions to waste policies refer to the report Proposed Revisions to SPP Waste Policies.

MOTION #SPC: 2022-03-06

**Moved by Ian Brebner
Seconded by Mary Ellen Foran**

“That the above Waste policies be approved as revised, and included in the upcoming amendment to the Source Protection Plans.”

Carried.

SUMMARY OF SOURCE PROTECTION PLAN AMENDMENT AND CONSULTATION

There are significant policy changes to the SPP, Explanatory Document, and Assessment Report specifically the Chapter 4 maps. The pipeline and DNAPL policy changes are required per the ‘Section 36’ review and resultant MECP Order. Additional policy changes stem from the amendments made to the Tables of Drinking Water Threats with the release of the 2021 Director’s Technical Rules (DTR). These changes will be incorporated into the SPP through Section 36 of the Clean Water Act. As part of the amendment process, consultation is required. There are three stages to the consultation process: Early Engagement, Pre-consultation, and Public consultation.

MOTION #SPC: 2022-03-07

**Moved by Jennette Walker
Seconded by John Graham**

“That staff be directed to add the policy revisions approved today to the SPP and that staff be directed to submit the draft Source Protection Plans and associated documents to MECP for ‘Early Engagement’ review.”

Carried.

LIAISON UPDATES

Catherine Eby, the new liaison from MECP, introduced herself. Catherine has more than 20 years working within the Ministry. Catherine discussed MECP’s online tool for Best Practices. She acknowledge that all DWSP workplans have been received and Transfer Payment Agreements are being drafted. The Source Protection Branch is working on reviewing Section 34 and Section 36 amendments. The MECP is working on and will release Best Management Practices for salt.

NEXT MEETING

The next meeting will be set at the call of the Chair when early engagement review of the section 36 amendment by MECP has been received.

ADJOURNMENT

The meeting was adjourned at 4:03 p.m.

Matt Pearson
Chair

Abbie Gutteridge
Recording Secretary



Ausable Bayfield Conservation Authority
Source Protection Authority Meeting

Thursday, April 21, 2022

11:45 a.m.

Administration Centre Boardroom
Morrison Dam Conservation Area
VIA VIDEO CONFERENCE

Agenda

1. Call to Order
2. Adoption of Agenda for April 21, 2022
3. Declaration of Pecuniary Interest
4. Adoption of Minutes from March 17, 2022
5. Business Out of the Minutes
6. Program Report - Mary Lynn MacDonald
 - Program Update
 - Annual Progress Report on SPP Implementation
7. New Business
8. Adjournment



Ausable Bayfield
Maitland Valley
Source Protection Region

SOURCE PROTECTION AUTHORITY

March 17, 2022

**Ausable Bayfield Conservation Authority Administration Centre
Morrison Dam Conservation Area**

VIA VIDEO CONFERENCE

DIRECTORS PRESENT

Ray Chartrand, Doug Cook, Adrian Cornelissen, Bob Harvey, George Irvin, Dave Jewitt, Mike Tam, Marissa Vaughan, Alex Westman

STAFF PRESENT

Geoff Cade, Abbie Gutteridge, Brian Horner, Mary Lynn MacDonald, Tracey McPherson

CALL TO ORDER

Chair Dave Jewitt called the meeting to order at 11:00 a.m.

ADOPTION OF AGENDA

MOTION #SPA 01/22

Moved by Doug Cook

Seconded by Adrian Cornelissen

“RESOLVED, THAT the agenda for the March 17, 2022 Source Protection Authority meeting be approved.”

Carried.

DECLARATION OF PECUNIARY INTEREST

None

ADOPTION OF MINUTES

MOTION #SPA 02/22

Moved by George Irvin

Seconded by Marissa Vaughan

“RESOLVED, THAT the minutes of the Source Protection Authority meeting held on December 16, 2021 and the motions therein be approved as circulated.”

Carried.

BUSINESS OUT OF THE MINUTES

None

PROGRAM REPORT

1. Program Update

Mary Lynn MacDonald, Drinking Water Source Protection Co-Supervisor, reported that the Draft Final Report for the 2021 – 2022 DWSP Work Plan and budget was submitted to the Ministry of Environment, Conservation and Parks (MECP). At present, the budget and work plan are on track, with some cost savings due to Zoom meetings. The next Source Protection Committee (SPC) meeting will be on March 31, 2022 at 9:00 am at the White Carnation, Holmesville ON.

The 2022-2024 Work Plan and Budget was submitted in December 2021, and staff have been in correspondence with MECP, and there has been no major concerns to date, but rather just small adjustments and clarifications. The total budget of \$502, 818 for two years is very similar to last year’s request on a per annum basis.

The MECP has released the guidance to assist Source Protection Committees with adjustments to Source Protection Plans to align with the new Directors Technical Rules. These policy adjustments will be discussed at the next SPC meeting. The SPC has been working on the Source Protection Plan amendments and the package will be finalized at the March SPC meeting and sent to the Conservation and Source Protection Branch for Early Engagement in April. A consultation process with municipalities and the public will occur over the summer and fall.

The MECP released its Best Practices for Source Water Protection in February, which is designed for non-municipal system owners to help them manage risks and identify actions to protect their drinking water. Education and outreach, assessment of these systems and promotion of the best practices will be concentrated in the second year of funding.

Staff have completed annual update meetings with staff from municipalities that are required to implement policies. These are valuable meetings, and necessary because of municipal staff turnover. Additionally, ABMV Source Protection has also been participating in the #WinterWednesday campaign promoting smart salt use in the winter.

2. 2022-2024 Maitland Valley and Ausable Bayfield Partnership Agreement

Mary Lynn MacDonald presented the 2022-2024 Maitland Valley and Ausable Bayfield Partnership Agreement to the SPA. Under the *Clean Water Act*, the Ausable Bayfield and

Maitland Valley Source Protection Authorities (SPAs) are partners that form one Source Protection Region. The agreement is in place to implement their legislative responsibilities have typically been renewed yearly, and are amended over time to reflect the changing status of the Source Protection Plans and various phases of implementation. This is the first time the MECP is supporting a two-year funding agreement and the partnership agreement length has been revised to align with this.

Minimal changes are proposed for the 2022-2024 Agreement. The Ausable Bayfield SPA will remain the lead SPA for the region. Staff recommend that the Ausable Bayfield SPA enter into the management agreement with the Maitland Valley SPA for the years 2022-2024.

MOTION #SPA 03/22

Moved by Ray Chartrand

Seconded by Doug Cook

“RESOLVED, THAT the Ausable Bayfield Source Protection Authority enter into the attached management agreement with the Maitland Valley Source Protection Authority.”

Carried.

NEW BUSINESS

None

ADJOURNMENT

The meeting was adjourned at 11:12 a.m.

Dave Jewitt
Chair

Abigail Gutteridge
Corporate Services Coordinator

To: Ausable Bayfield Source Protection Authority (AB SPA)
 From: Donna Clarkson and Mary Lynn MacDonald, DWSP Co-Supervisors
 Date: April 21, 2022
 Subject: Program Update

1. Source Protection Committee (SPC)

A SPC meeting was held in person and by Zoom on March 31st at the White Carnation, Holmesville. Agenda topics included:

- The approval of the Annual Implementation Progress Report by SPC – Passed
- An update by Chair Matt Pearson on the presentation of the Southwest SPC Chairs to Source Protection Branch Director, Kristen Corrigan, at the Chairs meeting Dec 10th. Mary Lynn MacDonald did a presentation to the chairs about the success of the 7 videos released to date
- Program update on the Winter Wednesday campaign, DWSP workplan and budget, annual meetings with municipalities, Best Practices released by MECP and an update on the Belgrave well.
- Phase II Directors Technical Rules overview of changes to the Assessment Report technical content and the Table of Drinking Water Quality Threats
- Update from John Graham about Dungannon water treatment to remove arsenic and plans for new reservoir
- Discussion and revision of policies changes for snow storage, waste and sewage to reflect new Technical Rules to be included in the s.36 Amendment – passed
- Summary of Amendment and consultation plan including the SPC directing staff to forward the complete draft Amendment to MECP for early engagement - passed

2. New MECP Liaison

Catherine Eby is the new liaison officer assigned to our region to replace Olga Yudina.

3. Summary of Source Protection Plan Changes

a. 'Section 36' Order: The table below lists the items included in the 'Section 36 Workplan' submitted to MECP in 2018, plus status of these proposed changes. Note that updates required as per the 2019 MECP Order for amending the SPP are in **bold text**.

Update No.	Proposed Review and Update, per S.36	Status of Proposed Update
1	a. Revised wellhead protection area mapping and vulnerability scores for a new groundwater well at the Palmerston drinking water system.	Complete. Revised WHPA reviewed by SPC Nov 2020

Update No.	Proposed Review and Update, per S.36	Status of Proposed Update
	b. Revised wellhead protection area mapping for Auburn drinking water system, due to replacement well	
2	New prescribed threat per Clean Water Act O. Reg. 287/07 - liquid hydrocarbon pipeline – not assessed as SDWT.	Complete. New policy endorsed by SPC Sep 2019
3	Update the significant groundwater recharge area vulnerability scoring.	Complete
4	Further review Great Lakes surface water intake vulnerability assessment of Goderich drinking water system	Complete. No change required
5	Consider new SPP policy that requires OMAFRA to report on Prescribed Instruments	Complete. Added new policy
6	Consider new SPP policy to address temporary storage of agricultural source material	Complete. Policies revised May 2020
7	Education and Outreach policy was for one year only; ongoing outreach has been suggested	Complete. SPC endorsed new policy May 2020
8	Consider new SPP policy for Education and Outreach in an IPZ (no SDWT).	Complete. SPC endorsed new policy May 2020
9	Review Policy C. 8.2. -Best Management Practices for Existing and Future Road Salt Handling, Storage and Application	Complete. New salt policies
10	Assess DNAPL prohibition policy to determine if RMP would be a more effective tool	Complete. Policy revised Nov. 2020
11	Further review of the impacts of Ag prohibition policies on the agricultural community is needed.	Complete. No change required.
12	Update Maitland Valley AR to include results of Tier 3 water quantity risk assessment.	Complete.
13	Re-structure the SPPs to remove triplicate policies	Complete.
14	Update the Wingham WHPA to remove transport pathways	Complete.
15	Impact study to assess the impact of effective porosity values used in recent WHPA delineations for this region	Funding not approved
16	Further evaluation of the impact of sinkholes and extractions	Funding not approved

b. Additional completed policy changes, to align with 2021 Directors Technical Rules

- Fuel
- Salt Application
- Salt Storage
- Snow Storage
- Sewage
- Waste

c. Other policy changes

Administrative Policies - Clarified how the effective date applied to areas (e.g. WPHAs) and new threats (e.g. salt) added in the amendment

The table below outlines a **draft** timeline of consultation:

April to early June	Early Engagement	MECP reviews SPP and Assessment Reports;
June 2022	SPC meeting	Review MECP comments; revise policies
July to Aug.	Pre-Consultation	Send SPP /AR to implementing bodies
Aug. 2022	SPC meeting	Review comments from pre-consultation
Sept/October	Public Consultation	Minimum 35 days; Open House
Nov. 2022	SPC	Approve final edits and forward to SPAs
Dec. 2022	SPA meetings	Submit amendment

The SPA will receive further details on the proposed policy changes once the province completes their initial review during Early Engagement.

TO: Ausable Bayfield Source Protection Authority
FROM: Donna Clarkson and Mary Lynn MacDonald, DWSP Co-Supervisors
DATE: April 21, 2022 SPA meeting
SUBJECT: Annual Progress Report on SPP Implementation

PURPOSE: To report on implementation of the Source Protection Plans (SPP) and to obtain approval of the 5th Annual Progress Report for the Ausable Bayfield Maitland Valley (ABMV) Source Protection Region
see attached full Annual Progress Report

A. Background

As per the Clean Water Act (CWA), the Source Protection Authority (SPA) must prepare and submit an annual progress report to the Source Protection Committee and the Province (MECP). The report will also be made publicly available. The report outlines the progress made in implementing the Source Protection Plans (SPPs) and provides valuable information about the overall success of the Drinking Water Source Protection (DWSP) program.

This fifth annual report covers the 2021 reporting period and builds on implementation progress since April 1st, 2015, the effective date of the SPPs. It covers the Ausable Bayfield and Maitland Valley source protection areas. The progress report is based on the information collected through annual monitoring reports submitted by implementing bodies.

B. Summary of Monitoring Reports from Implementing Bodies

Information gathered from the monitoring reports has been summarized below, to provide an overview of the progress made toward SPP implementation.

Risk Management Officials: Risk Management Officials (RMOs) are responsible for implementing the policies that prohibit (Section 57, Clean Water Act) or manage (Section 58, CWA) activities identified as significant drinking water threats (SDWTs). In 2021, RMOs issued 59 development review notices and completed 9 risk management plans (RMPs). Since 2015, 115 RMPs have been completed across this Region; there are eight remaining.

Municipalities / Counties: Thirteen municipalities/ counties in the ABMV source protection region are required to update their Official Plans and Zoning Bylaws to ensure they conform with the local source protection plans. As per SPP policy, the update is required within five years from the date the Plans comes into effect, i.e. by April 2020. Nine have completed their OP amendment and the remainder are in progress.

Septic systems inspection must be conducted every five years for systems located close to municipal wells, in zones A and B of the wellhead protection areas where the vulnerability is high (vulnerability score of 10). Across the ABMV source protection region, 206 on-site septic systems require inspection. The second round of inspection is underway, with 38% completed. The COVID pandemic has created some delays but progress is steady.

Provincial Implementation: MECP ensures that all prescribed instrument decisions (e.g. Environmental Compliance Approvals (ECA), Pesticide Permits, Municipal Drinking Water Licenses, etc.) conform to policies in the Source Protection Plans. All incoming Prescribed Instrument (PI) applications are screened to determine if any activities associated with the prescribed instrument could be a significant drinking water threat.

The following is a summary of 2021 MECP reporting for PIs, for the ABMV SPR:

	# Application reviewed (new)	# Applications that are SDWT*	# PI confirmed to be SDWT*
Prescribed Instrument (PI)	2021	2021	Sum: 2016-2021
Water License – Fuel Storage at well	0	0	1
Permit to Take Water	0	0	0
Pesticides	0	0	0
Wastewater/ Sewage	1	0	9
Hauled Sewage	4	0	0
Waste Disposal Site	1	pending	0
SUM	6	1	10

* SDWT = Significant Drinking Water Threat

Progress - Addressing Drinking Water Threats

The table below shows progress made from 2015 to 2021, to verify and address significant drinking water threats in the ABMV Source Protection Region. Percent progress in addressing SDWT is 98%.

A	B	C	D	E
Threat Type	2014 Estimated # Threats	Current # Threats	# Threats Addressed	# Remaining
Waste	28	6	6	0
Sewage; Septics	229	223	223	0
ASM (manure), NASM application & storage	26	16	17	0
Fertilizer appl & storage	4	5	5	0
Pesticide appl & storage	14	10	10	0
Livestock grazing	12	10	10	0
Salt; Snow	0	0	0	0
Fuel	75	18	16	2
Chemical; DNAPL	76	52	46	6
Sum	464	340	332	8

Column A: there are 22 categories of drinking water threats but they are grouped here

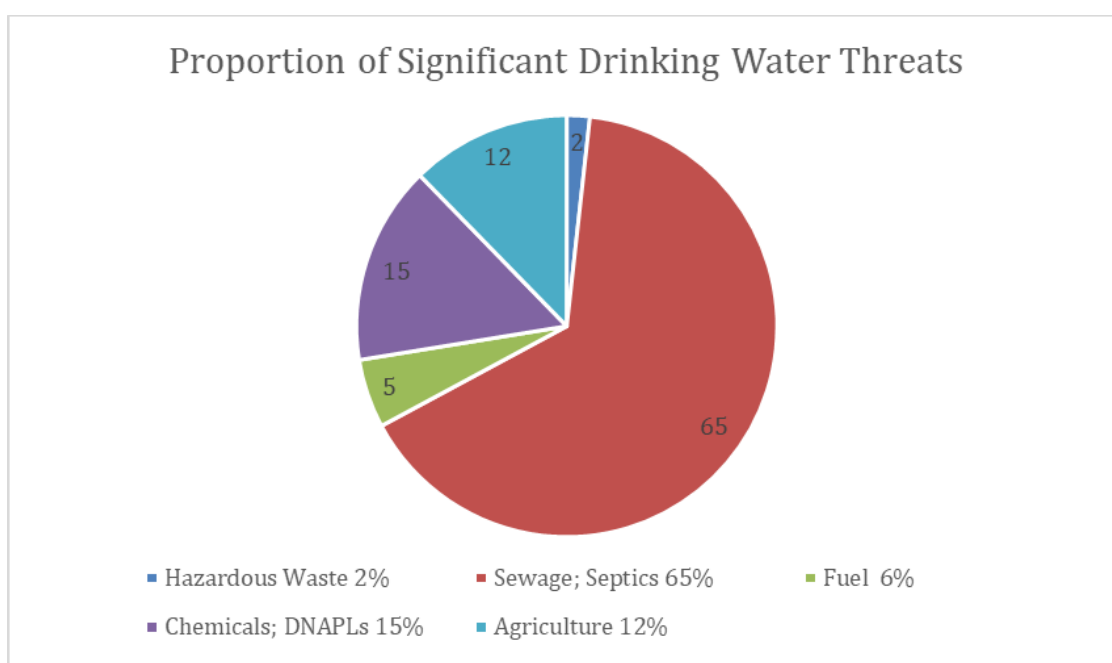
Column B: number of estimated threats in 2014 (prior to SPP approval)

Column C: current (Dec 2021) number of threats. Numbers change due to threat verification, changes to water supply system (new WHPA) and changes to businesses

Column D: number of threats addressed via RMP, septic inspection, prescribed instrument (ECA, NMP, etc.)

Column E: Remaining number of threats to address

The following chart illustrates the relative proportion of significant drinking water threat types in the ABMV region. The 22 categories of drinking water threats are grouped for simplicity.



C. Annual Progress Report – see attached Report

The report format, key reportables and targets are set out by the province /MECP. The report is to be available to the public. As per MECP direction, implementation progress is to be scored according to three possible grades:

P: Progressing Well or **S:** Satisfactory or **L:** Limited progress

Summary of fifth Annual Progress Report

(For comparison, results of the previous Annual Progress Reports are included)

Category	3rd Annual Progress Report: 2015 to 2019	4th Annual Progress Report: 2020	5th Annual Progress Report: 2021 (PROPOSED)
Overall score	P: Progressing Well	P: Progressing Well	P: Progressing Well
1. Policy implementation	93 % of SDWT* policies implemented P: Progressing Well	97 % of SDWT* policies implemented P: Progressing Well	97 % of SDWT* policies implemented P: Progressing Well
2. Municipal Progress	62% of ZBlaw & OP's updated	No change; remaining OP updates in progress	9 of 13 Official Plans updated – 70%
3. Septic inspections	99 % of first round complete;	Round 2: 55 septic inspected; Progressing	Round 2: 79 inspected - 38%. P: Progressing

Category	3rd Annual Progress Report: 2015 to 2019	4th Annual Progress Report: 2020	5th Annual Progress Report: 2021 (PROPOSED)
4. Risk management plans (RMP)	20 RMPs completed in 2019; Total = 99 P: Progressing Well	7 RMPs completed in 2020; Total=106; 14 remaining P: Progressing Well	9 RMPs completed in 2021; Total=115; 8 remaining P: Progressing Well
5. Provincial progress	100% of Prescribed Instrument reviews are complete; P: Progressing Well	No change P: Progressing Well	No change P: Progressing Well
6. Source Protection Awareness	88 road signs installed; Education ongoing P: Progressing Well	No change P: Progressing Well	Education ongoing P: Progressing Well

*SDWT = significant drinking water threat

The Source Protection Committee (SPC) met in March 2022 to review and add comments to the Annual Progress Report. The SPC approved the report as presented and recommended it be forwarded to the Ausable Bayfield and Maitland Valley SPAs for approval and submission to the Ministry of Environment, Conservation and Parks (MECP). As the majority of the source protection plan policies have been implemented or are in progress, the SPC is confident that the objectives of the Source Protection Plans are “Progressing Well/On Target”.

See attached – 5th Annual Progress Report to be submitted to MECP.

Recommendation: That the Ausable Bayfield Source Protection Authority approve the fourth Annual Progress Report for submission to the Ministry of Environment, Conservation and Parks (MECP).

Source Protection Annual Progress Report - 2021

I. Introduction

This annual progress report outlines the progress made in implementing the source protection plans for the Ausable Bayfield and Maitland Valley Source Protection Areas, as required by the Ontario Clean Water Act, 2006 and its regulations. It highlights actions taken to protect the sources of our drinking water, the groundwater aquifers and Lake Huron.

Protecting the sources of our drinking water is the first step in a multi-barrier approach to safeguard the quality and quantity of our water supplies. The source protection plan is the culmination of extensive science-based assessment, research, consultation with the community, and collaboration with local stakeholders and the Province.

This is the fifth annual progress report submitted for the Ausable Bayfield Maitland Valley (ABMV) Source Protection Region. It covers the period of April 2015 to December 31st, 2021, and summarizes progress made in the year 2021.



Figure 1. Ausable Bayfield Maitland Valley Source Protection Region

II. A message from your local Source Protection Committee

P : Progressing Well/On Target – The majority of the source protection plan policies have been implemented and/or are progressing.

Message from the Source Protection Committee:

We acknowledge and thank the local municipalities, stakeholders, and other implementing bodies for their contribution to this annual progress report, and for their ongoing efforts to implement the Source Protection Plan.

Following approval of the SPPs in 2015, the Committee has focused on tasks related to implementation and amendments. This includes assessing progress made by stakeholders in implementing the SPP policies, identifying areas for improvement, and overseeing technical updates and amendments.

The Source Protection Committee for the ABMV Source Protection Region reviewed the recent implementation results, noting that significant progress has been made since the SPPs came into effect in 2015. Although the Covid-19 pandemic has created daunting challenges, implementing bodies continued their efforts to ensure that municipal drinking water is well protected. The majority of the SPP policies have been implemented and 98% of significant drinking water threats have been addressed. For these reasons, the SPC feels confident in their assessment that implementation of the Source Protection Plans is progressing well or on target.

III. Our Watershed

To learn more, please read our assessment report(s) and source protection plan(s)

The Ausable Bayfield Maitland Valley (ABMV) Source Protection Region (SPR) is made up of the Ausable Bayfield and Maitland Valley Source Protection Areas (SPA). The two SPAs overlie the same jurisdiction as the Ausable Bayfield and Maitland Valley conservation authorities. Their jurisdictions abut and their major rivers flow into Lake Huron. The combined watersheds are approximately 5,690 square kilometres in size, with a combined population of 105,000. There are six counties and 24 lower-tier municipalities entirely or partly within the SPR. There are no First Nations within the two watershed areas. The Ausable Bayfield Source Protection Area is adjacent to the Chippewas of Kettle and Stony Point First Nation. Land uses can have a significant impact on water quality and quantity. Agriculture is the major land use in the region, with small urban area scattered throughout. Their watersheds share common patterns of landscapes and natural systems. Their towns are small; their economies are based on the economic driver of a thriving agricultural sector, a significant manufacturing sector as well as the additional economic pillars of tourism, heritage and culture. Lake Huron is a major driver of the tourism industry. In the Ausable Bayfield Maitland Valley Source Protection Region there are 26 municipal groundwater well systems as well as two Lake Huron intakes. Approximately half of the population is served by these systems; the remainder receives their water from private or communal wells and intakes. The Intake Protection Zones for the intakes are: Lake Huron Primary Water Supply System (in Port Blake, near Grand Bend) and the Goderich Water Supply.

The Wellhead Protection Areas for the municipal well systems are: Township of Ashfield-Colborne-Wawanosh: Century Heights, Dungannon, Huron Sands; Municipality of Bluewater: Zurich, Varna; Municipality of Central Huron: Auburn, Benmiller, Clinton, Kelly, McClinchey, SAM, Vandewetering; Municipality of Huron East: Brucefield, Brussels, Seaforth; Township of Huron-Kinloss: Lucknow, Whitechurch, Ripley (well system itself is outside ABMV SPR); Town of Minto: Clifford (well system itself is outside ABMV SPR), Harriston, Palmerston; Municipality of Morris-Turnberry: Belgrave; Township of North Huron: Blyth, Wingham; Municipality of North Perth: Atwood, Gowanstown, Listowel, Molesworth.

The source of water for the wells is typically deep bedrock aquifers, which are protected by a thick overburden. There have been no Issue Contributing Areas identified in the SPR. There have been a number of changes to these well systems since approval of the source protection plans in 2015, triggering the need for amendment under Section 34 of the Clean Water Act, 2006. This amendment was submitted to the Province in February, 2018 following extensive consultation. The amendment was approved by the Province in 2019, with effective date of February, 5, 2019.

IV. At a Glance: Progress on Source Protection Plan Implementation

1. Source Protection Plan Policies

The overall progress score on achieving source protection plan objectives in this reporting period is: P : Progressing Well/On Target

The majority (97 %) of the legally binding policies that address significant drinking water threats are implemented, and the remainder are in progress .

All of the policies that address moderate and low drinking water threats are implemented or have been evaluated with no further action required. Over 80% of policies that are not directly related to drinking water threat activities are implemented, and the remainder have been reviewed and require no further action. Note that these policies are 'non-binding' on implementing bodies.

2. Municipal Progress: Addressing Risks on the Ground

P : Progressing Well / On Target

The Region contains almost the full extent of Huron County, plus portions of Bruce, Perth, Wellington, Lambton and Middlesex Counties. Nine lower-tier municipalities and four upper-tier municipalities in our source protection region have vulnerable areas where significant drinking water threat policies apply.

All of the municipalities in our source protection region have indicated that they have processes in place to ensure that their day-to-day planning decisions conform with our source protection plans.

Thirteen municipalities in our source protection region are required to review and amend their Official Plan to ensure it conforms to the local source protection plans. Nine of the municipalities (lower and upper tier) completed the required Official Plan amendment within the five-year timeline specified in the Source Protection Plans. The remainder are in progress. It is anticipated that most of the remaining Official Plan and Zoning Bylaw amendments will be completed within the next year.

3. Septic Inspections

P: Progressing well

In areas where an on-site sewage system (septic system) is considered a significant drinking water threat, inspections are required once every five years in accordance with the Ontario Building Code's mandatory on-site sewage system inspection program.

In the ABMV Source Protection Region, 206 on-site sewage systems are subject to the mandatory inspection program. For the first round of inspections, 99% of these systems were inspected within the five year timeline, in accordance with the Ontario Building Code. The inspection results found the majority are functioning as designed and carrying out regular pump-outs.

The second round of inspections is underway, with 79 systems re-inspected in the second five-year timeline. The mandatory septic system inspection program has been impacted by the Covid-19 pandemic; although all systems have received an initial inspection, there have been delays in completing the second round of septic inspections.

In the ABMV SPR, the inspections were carried out by municipal staff or B.M. Ross and Associates Ltd (for the Township of Huron-Kinloss). Educational materials reviewed with the landowner at the time of the inspection.

4. Risk Management Plans

P : Progressing Well/On Target

In the 2021 reporting period, Nine risk management plans (RMP) were established in our source protection region; 6 were new RMPs and 3 were replacements. Since our source protection plans took effect in April 2015, a total of 115 risk management plans have been established, with 91 remaining in effect. Over 92% of the required risk management plans are in place and the remaining eight RMPs are in progress.

Since our Source Protection Plans took effect in 2015, over 330 inspections have been carried out by a Risk Management Official/Inspector for prohibited or regulated activities. In 2021, 33 inspections were conducted. This includes inspections required for risk management plans, to ensure compliance with prohibition and to verify current threat activities. To date, there is a 100% compliance rate with the risk management plans established in our source protection region.

5. Provincial Progress: Addressing Risks on the Ground

P : Progressing Well/On Target

Ontario ministries have reviewed previously issued provincial approvals (i.e., prescribed instruments, such as environmental compliance approvals under the Environmental Protection Act) where they have been identified as a tool in our plan to address existing activities that pose a significant risk to sources of drinking water. The ministries have identified prescribed Instruments that may be subject to significant drinking water threat policies and require further review. The provincial approvals are being amended or revoked where necessary to conform with Source Protection Plan policies. Our policies set out a timeline of three years to complete the review and make any necessary amendments. The ministries have completed this for 100% of previously issued prescribed instruments in our source protection region.

6. Source Protection Awareness and Change in Behaviour

Eighty-eight Drinking Water Protection Zone signs have been installed in our source protection region. The signs are installed on roads near municipal water sources to alert citizens that their actions in these zones can have an impact on a municipal drinking water source. The signs are an effective way to educate and remind everyone of the need to protect our sources of water. Several of the municipalities in this region have included information about the signs and the Drinking Water Source Protection program on their websites.

Significant efforts have been made by source protection authority staff to implement the education and outreach policies for significant threat activities in the Ausable Bayfield Maitland Valley (ABMV) Source Protection Region (SPR). This successful Education and Outreach program - developed in collaboration between municipalities, source protection authorities, and conservation authorities - includes an updated website and active social media presence. Fact sheets were created for specific sectors as well as for individual well systems. This focused outreach results in improved awareness about local sources of water and increased potential for changes in behavior. Education and outreach has ranged from direct tools (site visits; phone calls; open houses; presentations; meetings) to general (print; broadcast; web; electronic; social media; etc.)

7. Source Protection Plan Policies: Summary of Delays

Significant progress has been made on implementing all policies related to significant drinking water threats.

With our Region's Source Protection Plans coming into effect in April of 2015, we are in year 6 of the established 5-year timeline for implementation of our significant drinking water threat policies. Due to the COVID-19 pandemic, several implementing bodies were unable to meet these timelines. An extension of the implementation timeline policies until December 31, 2022 was granted for completion of the eight remaining risk management plans. Several municipalities have encountered delays regarding Official Plan updates and septic re-inspections. However, steady progress has been made, despite the challenges created by the pandemic.

8. Source Water Quality: Monitoring and Actions

In our source protection region, no Issues have been identified in our local science-based assessment reports regarding the quality of the sources of municipal drinking water.

9. Science-based Assessment Reports: Work Plans

No work plans were required to be implemented for our assessment report(s).

10. More from the Watershed

To learn more about our source protection region/area, visit our Homepage.
<http://www.sourcewaterinfo.on.ca>

