
NIAGARA PENINSULA SOURCE PROTECTION AUTHORITY

May 17, 2017 9:30 am
Ball's Falls – Centre for Conservation; 3292 Sixth Avenue, Jordan, ON

AGENDA

- ROLL CALL
 - DECLARATION OF CONFLICT OF INTEREST
 - ADOPTION OF AGENDA
 - PRESENTATIONS
 - “Source Protection Program Overview” staff presentation by Jayme Campbell
 - BUSINESS:
 - 1) Approval of SPA Meeting MINUTES – October 21, 2015
 - 2) Business Arising from Minutes
 - 3) 2016 Annual Progress Report..... **Report No. SPA-01-17**
 - Appendix 1 – Draft Annual Report
 - Appendix 2 – Draft Supplemental Progress Report
 - Appendix 3 – Presentation
 - Appendix 4 – Draft SPC minutes March 2017
 - 4) Source Protection Plan update..... **Report No. SPA-02-17**
 - Appendix 1 – (Section 36) Order letter from MOECC dated October 2015
 - 5) MOECC Source Protection Funding..... **Report No. SPA-03-17**
 - Appendix 1 – 2017-18 Niagara Drinking Water Source Protection Program Agreement
 - 6) Source Protection Committee Vacancies **Report No. SPA-04-17**
 - OTHER BUSINESS
 - ADJOURNMENT
-



NIAGARA PENINSULA
CONSERVATION
AUTHORITY

PRESENTATION

SOURCE PROTECTION AUTHORITY

➤ Source Protection Program Overview

May 17, 2017



Source Protection Program Overview

Niagara Peninsula Source Protection Authority
May 17, 2017

Objectives of the Source Protection Plan

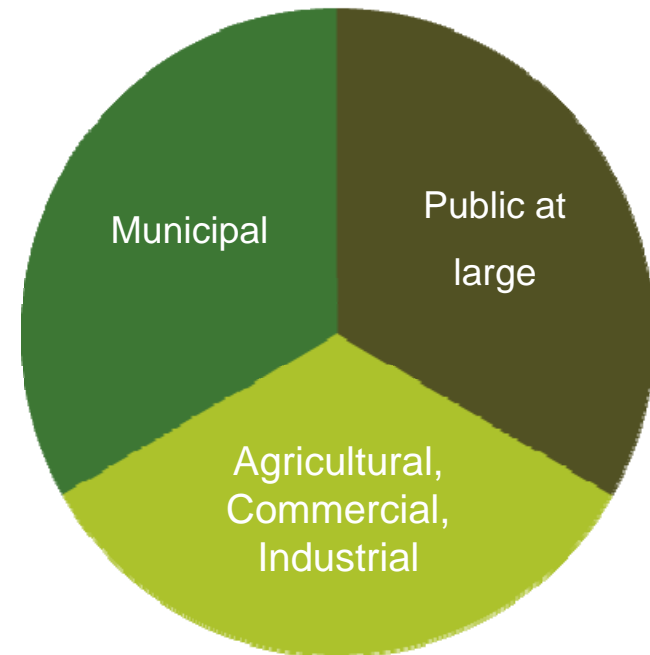
1. *Protecting existing and future municipal drinking water sources in the Niagara Peninsula Source Protection Area; and*
2. *Ensuring through management or prohibition, that activities identified as threats to municipal drinking water either never become a significant threat or, if the activity is already taking place, the activity ceases to be a significant threat.*

(Section 2.1, Niagara Peninsula Source Protection Plan)

Key Players

Source Protection Committee (SPC)

- Multi-stakeholder committee comprised of 9 members, 1/3 municipal representation
- Makes recommendations to the Source Protection Authority regarding the annual reporting and potential revisions of the Source Protection Plan.



Source Protection Authority (Niagara Peninsula Conservation Authority)

- SPA Board appoints the SPC, SPA staff provide administrative and technical support to the Source Protection Committee
- Ultimately responsible for Source Protection Plan monitoring implementation, reporting, and revisions.

Other Key Players

Municipalities

- Participated in the initial development of the Terms of Reference (ToR), Assessment Report (AR) and Source Protection Plan (SPP).
- Implementers/enforcers of local measures, actions, and policies to address drinking water threats.
- Ongoing role in plan updates & ensuring new drinking water systems are included.

Province

- Develop, update and provide guidance on Clean Water Act, Regulations and technical rules.
- Provide funding.
- Approvals (ToR, AR, SPP and revisions to plans)
- Implement policies including legally binding decisions on prescribed instruments (e.g. permits, approvals, licences etc.) and other non-legally binding policies (e.g. funding, research, education and outreach etc.)
- Reporting on implementation progress.

Source Protection Process

Assessment Report (November 2013)

- Vulnerable zones and vulnerability scores delineated
- Significant threats identified

Source Protection Plan (legal effect October 2014)

- Policies to address significant threats
- Implementer timelines and responsibilities

Implementation of Source Protection Plan (2014-2017/19)

- By municipalities, provincial ministries, etc.
- Annual monitoring reporting by SPA

Update of Source Protection Plan (2017-?)

- Submission of SPA workplan to MOECC for consideration



NIAGARA PENINSULA
CONSERVATION
AUTHORITY

REPORTS

SOURCE PROTECTION AUTHORITY

- Report No. SPA – 01 – 17, 2016 Annual Progress Report
- Report No. SPA – 02 – 17, Source Protection Plan Update
- Report No. SPA – 03 – 17, MOECC Source Protection Funding
- Report No. SPA – 04 – 17, Source Protection Committee Vacancies

May 17, 2017

Report To: Source Protection Authority (SPA) Board of Directors

Subject: 2016 Annual Progress Report

Report No: SPA 01-17

Date: May 17, 2017

RECOMMENDATION:

1. That the Source Protection Authority receive for consideration the Niagara Peninsula Source Protection Annual and Supplemental Progress Reports,
2. That the Source Protection Authority approve and direct that the Annual and Supplemental Progress Reports be submitted to the Ministry of the Environment and Climate Change, and
3. That the Annual Progress Report be posted on the Niagara Peninsula Source Protection Authority web-site.

PURPOSE:

The Annual and Supplemental Progress Reports are templates required by the province to be completed to summarize progress made in implementing the Source Protection Plan (SPP) from the date it took effect on October 1, 2014 until December 31, 2016. These Source Protection Authority (SPA) approved progress reports are then required to be submitted to the MOECC by May 1st, 2017.

BACKGROUND:

The Clean Water Act requires that implementing bodies, such as municipalities and the Ministry of the Environment and Climate Change (MOECC), report annually on the implementation of Source Protection Plans. Implementers provided this information by a combination of methods including e-mail, phone and by interview.

The goal of annual reporting is to track and advise the public that the implementation of the Source Protection Plans and their respective policies are protecting Ontario's drinking water sources.

The requirement for annual progress reporting is established in the *Clean Water Act* (CWA), 2006. The SPA is required to report using two prescribed templates: (i) a Supplemental Progress Report, and (ii) Source Protection Annual Report for the public.

- i. The Supplemental Progress Report is a very detailed document organized by themes that mirror policy tools and legislative requirements.
- ii. The Annual Report is a template for the public populated with information from the Supplemental Annual Progress Report and is intended to be posted on the Niagara Peninsula Source Water Protection web-site.

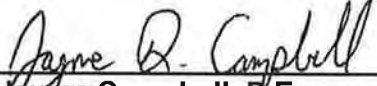
The completed reports are due to the MOECC by May 1st, after which the annual progress report is to be made available to the public.

These reports were presented to the Source Protection Committee (SPC) for review and comment at their recent March 2017 meeting. The SPC received both documents and their comments were incorporated into the attached final reports.

RELATED REPORTS AND APPENDICES:


1. Appendix 1 – Draft Annual Report (attached)
2. Appendix 2 - Draft Supplemental Progress Report (attached)
3. Appendix 3 - Annual Progress Report Presentation (attached)
4. Appendix 4 - Draft March 2017 Source Protection Committee minutes (attached)

Prepared by:



Jayne Campbell, P.Eng.;
Supervisor, Special Projects

Reviewed by:



Steve Miller, P.Eng.;
Manager, Water Resource & Restoration

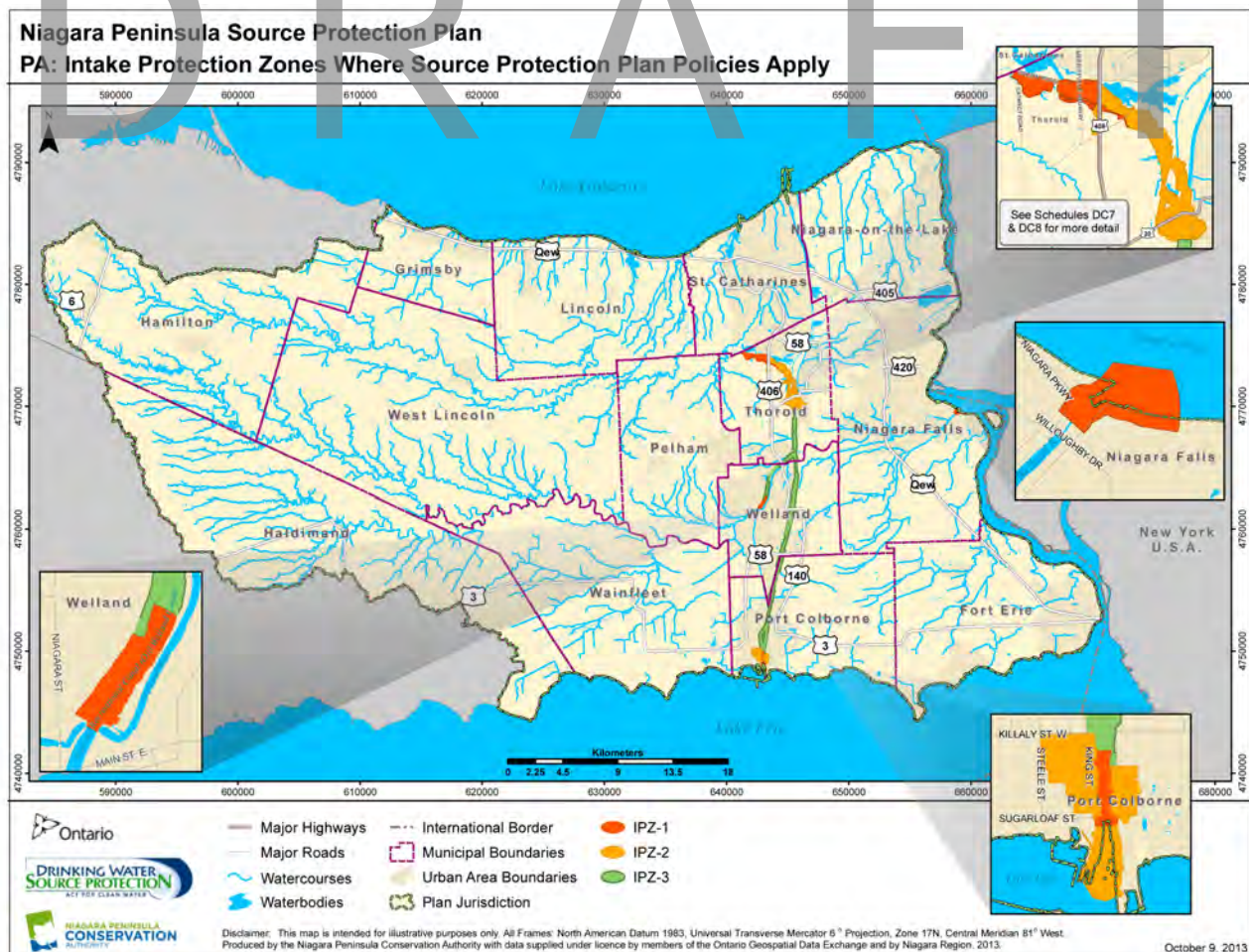
Submitted by:



Mark Brickell
Acting CAO - Secretary Treasurer

Source Protection Annual Progress Report |

I. Introduction



II. A message from your local Source Protection Committee

Our progress score on achieving source protection plan objectives this reporting period:

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

S : Satisfactory – Some of the source protection plan policies have been implemented and/or are progressing in accordance with the timelines specified in the source protection plan.

L : Limited progress – A few of source protection plan policies have been implemented and/or are progressing in accordance with the timelines specified in the source protection plan.

DRAFT

III. Our Watershed

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

DRAFT

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

1. Source Protection Plan Policies

2. Municipal Progress: Addressing Risks on the Ground

DRAFT

3. Septic Inspections

4. Risk Management Plans

DRAFT

5. Provincial Progress: Addressing Risks on the Ground

6. Source Protection Awareness and Change in Behaviour

7. Source Protection Plan Policies: Summary of Delays

DRAFT

8. Source Water Quality: Monitoring and Actions

DRAFT

9. Science-based Assessment Reports: Work Plans

10. More from the Watershed

To learn more about our source protection region/area, visit our [Homepage](#).



Ministry of Environment and Climate Change, Source Protection Program Branch

Annual Progress Reporting Supplemental Form for Source Protection

December 22, 2016

UPDATED February 1, 2017 to clarify instructions and reportables

Annual Progress Reporting Supplemental Form for Source Protection

ACTION REQUIRED	Complete all applicable sections of this annual progress reporting supplemental form to report on progress made on the implementation of source protection plan (SPP) policies in your source protection region/area (SPR/A). For some reportables, it is sufficient to refer to the provincial ministry program area reporting forms for details.		
PURPOSE	<p>This supplemental form provides a standardized approach for the sharing of critical information from the source protection authorities (SPA) on implementation progress. This form will be used to:</p> <ul style="list-style-type: none"> • Assess plan implementation to demonstrate progress made in protecting sources of drinking water; • Support a consistent assessment of implementation progress across the province through a predictable, consistent, and reliable manner; • Contribute to the Minister's summary on progress made in source protection as required by subsection 46(7) of the <i>Clean Water Act</i> (CWA) and that is prepared by the ministry under the <i>Safe Drinking Water Act</i>, 2002; • Support the Ministry of Environment and Climate Change (MOECC)'s responses to requests for information from senior management, SPA, stakeholders, and members of the general public; • Corroborate the MOECC's responses to any related program area audits; • Validate MOECC's responses to the Environmental Commissioner of Ontario, as requested; and, • Provide general compliance oversight. 		
GUIDANCE	The document titled "Guidance and Rationale: Annual Progress Reporting Supplemental Form for Source Protection" has been created to complement this supplemental form. SPAs are encouraged to consult this guidance document which provides further direction on completing this form as well as a rationale for each of the reportables.		
REPORTING PERIOD	Due to the staggered effective dates of the SPPs, the reporting period will vary. For Lakehead, the reporting period for this supplemental form will be actions taken during the 2016 calendar year. Lakehead's first annual progress report, submitted in May 2016, already covered actions taken from the effective date of their SPP (i.e., October 1, 2013) to December 31, 2015. For both Niagara and Mattagami, the reporting period will include actions taken on SPP policies beginning on the effective date of their respective SPPs, October 1, 2014, until December 31, 2016. For the other SPR/As, the reporting period will be from the effective date of their respective SPPs to December 31 st of the second calendar following the year in which their SPPs take effect. The data and information reported in this supplemental form must therefore include actions taken on SPP policies during the applicable reporting period.		
SUBMISSION DEADLINE	Both the annual progress reporting supplemental form and the annual progress report template will be due by May 1 st of every year. The following SPAs are to submit their respective supplemental forms by <u>May 1, 2017</u> : Lakehead, Niagara, and Mattagami. This form is due by <u>May 1, 2018</u> from the following SPAs: Mississippi-Rideau, Lake Erie-Kettle Creek, Lake Erie-Catfish Creek, Sudbury, Trent Conservation Coalition, Raisin-South Nation, Quinte, Cataraqui, Ausable Bayfield Maitland Valley, South Georgian Bay Lake Simcoe, North Bay Mattawa, Sault Ste. Marie, Essex, CTC, Halton-Hamilton, and Thames Sydenham & Region. This form is due by <u>May 1, 2019</u> from Saugeen Grey Sauble Northern Bruce Peninsula, Lake Erie – Long Point, and Lake Erie – Grand River.		
QUESTIONS	The completed supplemental form as well as any questions you may have on completing the form are to be submitted and directed to the following staff at the SPPB:		
	Neil Gervais, Senior Drinking Water Program Advisor neil.gervais@ontario.ca	Michael Halder, Research and Planning Analyst michael.halder@ontario.ca	Copy your Liaison Officer (Beth Forrest or Mary Wooding) <i>and</i> send to source.protection@ontario.ca

Annual Progress Reporting Supplemental Form for Source Protection

SOURCE PROTECTION PLAN REGION/AREA	Niagara Peninsula Source Protection Area
REPORTING PERIOD	October 1, 2014 to December 31, 2016
DATE SUBMITTED (dd-mm-year)	May-2017

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)							
				ID	Measure	Target/Trend								
Monitoring Policy Implementation	SPA	1a	Did <i>all</i> implementing bodies (IBs) submit a status update/report to the SPA for the reporting periods noted below?	N/A	N/A	N/A	N/A							
			MONITORING POLICY REPORTING PERIOD					RESPONSE		If <i>no</i> , how many implementing bodies did <i>not</i> submit their status updates?				
								Yes	No					
			Year 1 (from effective date of SPP to first monitoring policy reporting deadline)					<input type="checkbox"/>	<input checked="" type="checkbox"/>	5				
			Year 2 (from 1 st monitoring policy reporting deadline to 2 nd monitoring policy deadline)					<input type="checkbox"/>	<input checked="" type="checkbox"/>	1				
			Year 3 (from 2 nd monitoring policy reporting deadline to 3 rd monitoring policy deadline)					<input checked="" type="checkbox"/>	<input type="checkbox"/>	0				
			Year 4 (from 3 rd monitoring policy reporting deadline to 4 th monitoring policy deadline)					<input type="checkbox"/>	<input type="checkbox"/>					
			Reporting Frequency: Ongoing (annually) or on an as needed basis											
	SPA	1b	Complete the table below to indicate which implementing body(ies) did not submit a status update/monitoring policy report and the reason(s) for not submitting. Insert additional rows as needed.					N/A	N/A	N/A	N/A			
			Name of Implementing Body									Explanation		
			Year 1 (from effective date of SPP to first monitoring policy reporting deadline)											
			City of Thorold									Monitoring reporting not enacted for the 2 months of year 1		
			City of Niagara Falls											
			City of Port Colborne											
			NPCA											
			City of Welland											

¹ **NOTE:** The SPPB is sometimes listed in the second column to indicate where SPPB may facilitate the collection and sharing of information to the SPAs on the implementation of policies by provincial ministries.

² The anticipated outcomes are denoted with “S” for a short-term outcome, “M” for a medium-term outcome, and “L” for a long-term outcome. The letters S, M, L are followed by a number in brackets that corresponds with the specific program outcome described in the program outcomes document and displayed in the program logic model. Please refer to these documents for more information.

³ The term “implemented” shall mean that action was taken and completed by or before the implementation timelines for these policies. Some examples include that all risk management plans have been negotiated and established where required for existing drinking water threats, all previously issued prescribed instruments have been reviewed and, where necessary, amended, business processes in place to ensure future threats are addressed (e.g., new applications under the *Planning Act*, building permits, provincial instruments), spill response plans have been updated, education and outreach materials have been developed and distributed, etc. See the accompanying Guidance and Rationale document.

Reportable theme	Who ¹ compiles this information?	ID	Reportables			Performance Measures			Outcomes ² (S, M, L)
						ID	Measure	Target/Trend	
			No information available/no response received	0			been/are being implemented (Table 3).	policies being implemented.	
			No response required/not applicable	0					
			TOTAL	100					
			Include any comments below, if needed, to explain any of the data reported in the tables above.						
			Reporting Frequency: Ongoing (annually) until such time all policies in the SPP are considered implemented.						
Implementation status of SPP policies (as per O. Reg. 287/07, ss. 52(1), p. 1)	SPA & SPPB	2b	Summarize the reasons for results recorded above as being "Not implemented/no progress made" and/or "No response received" by the dates specified in your source protection plan for significant drinking water threat activities (Table 1) and for any moderate/low threat policies that used prescribed instruments and Planning Act tools by completing the table below with the following details. Insert additional rows as needed.						
			Policy ID	Implementing Body	Explanation of why actions were not taken by the person(s) or body(ies)	Outline next steps to support implementation			
			Reporting Frequency: Ongoing (annually) or on as needed basis						
Part IV (Section 57 – Prohibition, Section 58 - Risk Management Plan & Section 59 - Restricted Land Uses)	SPA	3a	If applicable to the SPR/A, complete the table below for risk management plans (RMPs) established for the reporting periods noted in the table below.			D	Number of risk management plans established.	All required activities have RMPs established.	S (#1, #2) M (#5, #6, #7) L (#9, #10)
			REPORTING PERIOD	Estimated number of RMPs to be required to address significant drinking water threats [OPTIONAL] (Column A)	Number of RMPs agreed to or established within the SPR/A (for existing and future threats) (Column B)	Number of properties (i.e., parcels) with RMPs agreed to or established? (Column C)			
			Year 1 (from effective date of SPP to first Risk Management Official (RMO) annual report)	8	0	0			
			Year 2 (calendar year following the first RMO annual report)	5	0	0	E	Number of properties that are subject to risk management plans.	
			Year 3 (calendar year following the second RMO annual report)	3	0	0		All required properties have RMPs established.	
			Reporting Frequency: Ongoing (annually)						

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)
				ID	Measure	Target/Trend	
	SPA	3b	<p>How many existing* significant drinking water threats have been managed through the established RMPs? __0__ (* meaning engaged in OR enumerated as existing significant threats at the time of SPP approval)</p> <p>Note: SPAs are asked to maintain a running tally of progress in addressing existing significant threats that were on the ground before plans were approved. The running tally consists of the formula: A+B-C-D. See corresponding reportable #45.</p> <ul style="list-style-type: none">A = Original estimate of significant drinking water threat (SDWT) engaged in/enumerated when SPP approvedB = Additional SDWT identified after SPP approved as a result of verification (i.e., not part of original estimate of SDWT)C = SDWT included in enumeration estimates at time of plan approval but subsequently determined through verification that: (i) it was not actually engaged in at a particular location after all OR (ii) it was no longer engaged in (e.g., land may still have an agricultural operation but owner no longer applying pesticides for their own reasons)D = SDWT addressed b/c policy implemented* (Note: Where multiple policy tools address any given threat sub-category, implemented means that actions associated with at least one policy tool have been completed/are in place.) <p>Reporting Frequency: Ongoing (annually) or until such time all existing (enumerated) threats are managed according to plan policies</p>	N/A	No direct measure, but links with measure “W” associated with Implementation Status and Enumerated Threats: Percent of significant drinking water threats that existed in the area when the SPP was approved and that have been addressed (i.e., eliminated or managed).	N/A	N/A
	SPA	4	<p>[OPTIONAL]: On average, what proportion of the risk management measures (not including administrative reporting requirements) included in the RMPs were additional requirements or actions (i.e., beyond what the person engaged in the activity was already undertaking)?</p> <p><input type="checkbox"/> No additional requirements/actions included in the RMP (0%)</p> <p><input type="checkbox"/> Some additional requirements/actions (< 50%)</p> <p><input type="checkbox"/> Most are additional requirements/actions (> 50%)</p> <p><input type="checkbox"/> All are additional requirements/actions (100%)</p> <p>Please provide comments below, if any, to explain the above selection.</p> <p>Reporting Frequency: Ongoing (annually)</p>				
	SPA	5	<p>How many section 59 notices were issued in this reporting period for:</p> <p>(i) activities to which neither a prohibition (section 57) nor a RMP (section 58) policy applied, as per ss. 59(2)(a) of the CWA __0__</p> <p>(ii) activities to which a RMP (section 58) policy applied, as per ss. 59(2)(b) of the CWA __0__</p> <p>Reporting Frequency: Ongoing (annually)</p>				

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)
				ID	Measure	Target/Trend	
	SPA	6	For the purposes of section 61 of O. Reg. 287/07, how many notices and/or copies of prescribed instruments that state the prescribed instrument conforms with the significant drinking water threat policies in the SPP (i.e., statement of conformity confirms the instrument holder is exempt from requiring a RMP) did the RMO receive? __0__	F	Percent of inspections that show conformity with prohibition and risk management plan policies in an approved SPP.	Inspections result in 100% conformity with prohibition and risk management plan policies over time.	S (#2) M (#5, #6) L (#9, #10)
	Reporting Frequency: Ongoing (annually)						
	NOTE: The term inspections as used in the reportables below refer to those conducted on a planned (i.e., proactive) and/or responsive (i.e., complaint-based) basis. The term contravention as used in the context of inspections refers to activities being undertaken that are in violation of sections 57 and 58 of the CWA relative to the timelines noted in the SPP.						
	SPA	7a	UPDATED FEBRUARY 1, 2017 (i) How many, if any, inspections (including any follow-up site visits) were carried out for activities (existing or future) that are prohibited under section 57 of the CWA? __3__ (ii) [OPTIONAL]: For context purposes, state the total number of inspections carried out because the Risk Management Inspector (RMI) had reasonable grounds to believe that an activity being engaged in on a property may be subject to section 57 (i.e., including those that resulted in no activities found that were subject to s57). __0__				
	Reporting Frequency: Ongoing (annually)						
	SPA	7b	Among these inspections, how many showed that activities were taking place on the landscape even though they were prohibited (i.e., in contravention) under section 57 of the CWA? __0__				
	Reporting Frequency: Ongoing (annually)						
	SPA	8	How many existing significant drinking water threats have been prohibited as a result of section 57 prohibitions? _1__				
	Reporting Frequency: Ongoing (annually) or until such time all existing (enumerated) threats are prohibited according to plan policies						
	SPA	9a	UPDATED FEBRUARY 1, 2017 (i) What is the total number of inspections (including any follow-up site visits) that were carried out for activities that require a RMP under section 58 of the CWA? __1__ (ii) [OPTIONAL]: For context purposes, state the total number of inspections carried out because the RMI had reasonable grounds to believe that an activity being engaged in on a property may be subject to section 58 (i.e., including those that resulted in no activities found that were subject to s58). __1__				

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)
				ID	Measure	Target/Trend	
			Reporting Frequency: Ongoing (annually)				
	SPA	9b	Among these inspections, (i) how many were in contravention with section 58 of the CWA (i.e., person engaging in a drinking water threat activity without a RMP as required by the SPP)? <u> 3 </u> (ii) how many were in non-compliance with the specific contents of the RMP? (Note: Please only include those inspections that showed non-compliance with measures/conditions to manage the actual threat activity.) <u> 0 </u>				
			Reporting Frequency: Ongoing (annually)				
	SPA	9c	Where there were cases of non-compliance with RMPs, describe, in general terms, how these cases were resolved? RESPONSE: none				
			Reporting Frequency: Ongoing (annually)				
	SPA	10	How many properties (i.e., parcels) had inspections during this reporting period? <u> 3 </u>				
			Reporting Frequency: Ongoing (annually)				
	SPA	11	[OPTIONAL]: Overall, how would the lead SPA describe the amount of new/additional source protection information (e.g., threats, transport pathways, abandoned wells, etc. and how they are managed), if any, that the RMO/RMI learned/gained through their duties as compared to what was known at the time of plan approval, and that was shared with the lead SPA during this reporting period? <input type="checkbox"/> No new/additional information learned about source water protection <input checked="" type="checkbox"/> Some new/additional information learned about source water protection <input type="checkbox"/> Significant amount of new/additional information learned about source water protection Please provide comments below, if any, to explain the above response. Property within IPZ-2 previously housed livestock. In 2016 the operation was affected by unforeseen events and will be moving outside of the IPZ-2				
			Reporting Frequency: Ongoing (annually)				
NOTE: The reportables for Prescribed Instruments (PIs) applies to ministries responsible for issuing PIs under the following legislation: Environmental Protection Act (MOECC), Ontario Water Resources Act (MOECC), Pesticides Act (MOECC), Safe Drinking Water Act (MOECC), Nutrient Management Act (Ministry of Agriculture, Food and Rural Affairs (OMAFRA)), and Aggregate Resources Act (Ministry of Natural Resources (MNR)) and Ministry of Transportation (MTO)). As such, responses to the reportables below on PI integration and conformity are to be provided by each ministry program area as indicated below.							
Prescribed instruments -	SPPB	12	Indicate the specific measures that provincial ministries have taken/are taking to integrate source protection into the business processes of their respective program areas associated with PIs. Check all that apply.	H	Number of applicable	All applicable provincial	S (#1, #2)

Reportable theme	Who ¹ compiles this information?	ID	Reportables										Performance Measures			Outcomes ² (S, M, L)	
													ID	Measure	Target/Trend		
Integration and Conformity			BUSINESS PROCESSES	PROVINCIAL MINISTRY PROGRAM AREAS								provincial ministry program areas integrating source protection considerations and/or use source protection science/information in their business or operational processes.	ministry program areas integrating source protection considerations and/or use source protection science/ information in their business or operational processes.	M (#4, #5, #6, #7) L (#8, #9, #10)			
				MOECC: Waste disposal – landfilling & storage	MOECC: Sewage Works/ Wastewater	MOECC: Pesticides	MOECC: Water Takings	MOECC: Hauled sewage/biosolids	MOECC: Municipal water licences/works permits	OMAFRA: Nutrient Management					MNRF: Aggregates – Fuel storage	MTO: Aggregates – Fuel storage	
				Relevant staff training on source protection related to PIs including inspections	☒	☒	☒	☒	☐	☒					☒	☐	☐
				Guidance documents (e.g., standard operating policy/procedures) available to align with new program changes for source protection for reference by ministry staff	☒	☒	☒	☐	☒	☒					☐	☐	☐
				Screening process in place to identify incoming PI applications potentially affected by SPP policies	☒	☒	☒	☒	☒	☒					☒	☐	☐
				Information or other support tools created and/or made available to external stakeholders (i.e. applicants) to inform them that restrictions may result from source protection policies, so that potential impacts can be considered in advance of making an application	☒	☒	☒	☐	☐	☒					☐	☐	☐
				System in place to track the PIs that are subject to SPP policies	☒	☒	☒	☐	☒	☒					☒	☐	☐
				Process in place to map or otherwise geo-reference PIs that are subject to PI policies	☒	☐	☒	☐	☒	☒					☒	☐	☐
				Protocol in place to review previously issued (i.e., existing) PIs potentially affected by SPP policies	☒	☐	N/A	☒	N/A	☒					☒	☐	☐
				Other changes made to business processes. Provide a brief description below.	☒	☒	☒	☒	☒	☒					☐	☐	☐
				No changes made. If no changes made to business processes to integrate source protection, please explain the reason(s) below.	☐	☐	☐	☐	☐	☐					☐	☐	☐

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)											
				ID	Measure	Target/Trend												
			<p>Comment: MTO and MNRF reporting forms were not provided by the province as the Niagara Source Protection Plan does not contain ‘aggregate’ policies.</p> <p>Reporting Frequency: One-time (but may be needed again if and when further changes are made to business processes to integrate source protection)</p>															
	SPPB	13	<p>Provide a brief description of each provincial ministry’s process for ensuring PI decisions for incoming PI applications (new or amendments) conform with the significant drinking water threat PI policies applicable to each SPR/A (i.e., a description of the screening process in place) in the table below.</p> <table><tr><th>MINISTRY PROGRAM AREA</th><th>DESCRIPTION</th></tr><tr><td>MOECC: Waste Disposal Sites – landfilling and storage</td><td rowspan="9">See ministry PI reporting forms for descriptions. (SPAs do not need to copy the descriptions here but may opt to provide an overall summary if desired)</td></tr><tr><td>MOECC: Sewage works/wastewater</td></tr><tr><td>MOECC: Pesticides</td></tr><tr><td>MOECC: Water Taking</td></tr><tr><td>MOECC: Hauled sewage/biosolids</td></tr><tr><td>MOECC: Municipal drinking water licences/works permits (Fuel storage)</td></tr><tr><td>OMAFRA: Nutrient Management</td></tr><tr><td>MNRF: Aggregates (Fuel storage)</td></tr><tr><td>MTO: Aggregates -road construction (Fuel storage)</td></tr></table> <p>Reporting Frequency: One-time</p>	MINISTRY PROGRAM AREA	DESCRIPTION	MOECC: Waste Disposal Sites – landfilling and storage	See ministry PI reporting forms for descriptions. (SPAs do not need to copy the descriptions here but may opt to provide an overall summary if desired)	MOECC: Sewage works/wastewater	MOECC: Pesticides	MOECC: Water Taking	MOECC: Hauled sewage/biosolids	MOECC: Municipal drinking water licences/works permits (Fuel storage)	OMAFRA: Nutrient Management	MNRF: Aggregates (Fuel storage)	MTO: Aggregates -road construction (Fuel storage)			
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	SPPB	14	<p>Provide a brief description of the approach each provincial ministry is taking for incoming PI applications (new or amendments) to have regard to any moderate and/or low drinking water threat policies that rely on PIs.</p> <table><tr><th>MINISTRY PROGRAM AREA</th><th>DESCRIPTION</th></tr><tr><td>MOECC: Waste Disposal Sites – landfilling and storage</td><td rowspan="9">See ministry PI reporting forms for descriptions. (SPAs do not need to copy the descriptions here but may opt to provide an overall summary if desired)</td></tr><tr><td>MOECC: Sewage works/wastewater</td></tr><tr><td>MOECC: Pesticides</td></tr><tr><td>MOECC: Water Taking</td></tr><tr><td>MOECC: Hauled sewage/biosolids</td></tr><tr><td>MOECC: Municipal drinking water licences/works permits (Fuel storage)</td></tr><tr><td>OMAFRA: Nutrient Management</td></tr><tr><td>MNRF: Aggregates (Fuel storage)</td></tr><tr><td>MTO: Aggregates – road construction (Fuel storage)</td></tr></table> <p>Reporting Frequency: One-time</p>	MINISTRY PROGRAM AREA	DESCRIPTION	MOECC: Waste Disposal Sites – landfilling and storage	See ministry PI reporting forms for descriptions. (SPAs do not need to copy the descriptions here but may opt to provide an overall summary if desired)	MOECC: Sewage works/wastewater	MOECC: Pesticides	MOECC: Water Taking	MOECC: Hauled sewage/biosolids	MOECC: Municipal drinking water licences/works permits (Fuel storage)	OMAFRA: Nutrient Management	MNRF: Aggregates (Fuel storage)	MTO: Aggregates – road construction (Fuel storage)			
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Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)																																								
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			0	0	0				
			MOECC: Biosolids (Processed Organic Waste)						
			<div>Number of incoming applications that went through detailed review for source protection purposes</div>	ACTIONS TAKEN ON PIs					
				<div>Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in ECA</div>	<div>Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. ECA not issued)</div>				
			0	0	0				
			MOECC: Municipal Drinking Water Licences and Drinking Water Works Permits (Fuel storage)						
			<div>Number of incoming applications that went through detailed review for source protection purposes</div>	ACTIONS TAKEN ON PIs					
				<div>Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in PI</div>					
			N/A	N/A					
			OMAFRA: Nutrient Management Strategies (NMS)						
			<div>Number of incoming applications that went through detailed review for source protection purposes</div>	ACTIONS TAKEN ON PIs					
				<div>Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in NMS</div>	<div>Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. NMS not issued)</div>				
			0	0	0				
			OMAFRA: Non-Agricultural Source Material (NASM) Plans						
			<div>Number of incoming applications that went through detailed review for source protection purposes</div>	ACTIONS TAKEN ON PIs					
				<div>Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in NASM Plan</div>	<div>Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. NASM Plan not issued)</div>				
			0	0	0				

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			<div><div>OMAFRA: Nutrient Management Plans (NMPs)</div><div>Since NMPs are issued and reviewed by the PI holders themselves and not by OMAFRA, actions taken on incoming NMPs are not tracked and reported separately. See reportable #18 below or OMAFRA’s PI annual reporting form for more details.</div></div> <div><div>MNRF: Aggregates (Fuel storage) – Site Plans/Aggregate Licenses (AL)</div><table><tr><td rowspan="3">Number of incoming applications that went through detailed review for source protection purposes</td><td colspan="2">ACTIONS TAKEN ON PIs</td></tr><tr><td>Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in AL</td><td>Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. AL not issued)</td></tr><tr><td>n/a</td><td>n/a</td></tr></table></div> <div><div>MNRF: Aggregates (Fuel storage) – Site Plans/Aggregate Permits (AP)</div><table><tr><td rowspan="3">Number of incoming applications that went through detailed review for source protection purposes</td><td colspan="2">ACTIONS TAKEN ON PIs</td></tr><tr><td>Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in AP</td><td>Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. AP not issued)</td></tr><tr><td>n/a</td><td>n/a</td></tr></table></div> <div><div>MNRF: Aggregates (Fuel storage) – Site Plans/Wayside Permits (WP)</div><table><tr><td rowspan="3">Number of incoming applications that went through detailed review for source protection purposes</td><td colspan="2">ACTIONS TAKEN ON PIs</td></tr><tr><td>Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in WP</td><td>Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. WP not issued)</td></tr><tr><td>n/a</td><td>n/a</td></tr></table></div> <div><div>MTO: Aggregates – road construction (Fuel storage) – Site Plans/Wayside Permits (WP)</div><table><tr><td rowspan="3">Number of incoming applications that went through detailed review for source protection purposes</td><td colspan="2">ACTIONS TAKEN ON PIs</td></tr><tr><td>Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in WP</td><td>Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. WP not issued)</td></tr><tr><td></td><td></td></tr></table></div> <td></td> <td></td> <td></td>	Number of incoming applications that went through detailed review for source protection purposes	ACTIONS TAKEN ON PIs		Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in AL	Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. AL not issued)	n/a	n/a	Number of incoming applications that went through detailed review for source protection purposes	ACTIONS TAKEN ON PIs		Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in AP	Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. AP not issued)	n/a	n/a	Number of incoming applications that went through detailed review for source protection purposes	ACTIONS TAKEN ON PIs		Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in WP	Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. WP not issued)	n/a	n/a	Number of incoming applications that went through detailed review for source protection purposes	ACTIONS TAKEN ON PIs		Number of decisions made where PI activity determined to be a SDWT and activity was <i>managed</i> through conditions in WP	Number of decisions made where PI activity determined to be a SDWT and activity was <i>prohibited</i> (i.e. WP not issued)					
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			n/a	n/a	n/a																					
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	<i>Reporting Frequency:</i> Ongoing (annually)																									
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<i>Reporting Frequency:</i> One-time																										
SPPB	16b	UPDATED FEBRUARY 1, 2017																								
		Complete the tables below to assist with tracking the number of decisions made on previously issued (i.e., existing) PIs for significant drinking water threat activities indicated in each table below.																								
		<table><tr><th colspan="6">MOECC: Waste disposal site – landfilling and storage (transfer/processing sites)</th></tr><tr><td colspan="6">State the baseline number of previously issued Environmental Compliance Approvals (ECA) that may be subject to SDWT policies and that require detailed review here: <u> 2 </u></td></tr><tr><td rowspan="2">Number of previously</td><td rowspan="2">Number of ECAs</td><th colspan="4">ACTIONS TAKEN ON PIs determined to be a SDWT</th></tr><tr><td>Number of ECAs changed (i.e.,</td><td>Number of ECAs where no additional conditions were</td><td>Number of ECAs</td><td>Actions/ Decisions</td></tr></table>			MOECC: Waste disposal site – landfilling and storage (transfer/processing sites)						State the baseline number of previously issued Environmental Compliance Approvals (ECA) that may be subject to SDWT policies and that require detailed review here: <u> 2 </u>						Number of previously	Number of ECAs	ACTIONS TAKEN ON PIs determined to be a SDWT				Number of ECAs changed (i.e.,	Number of ECAs where no additional conditions were	Number of ECAs	Actions/ Decisions
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Reportable theme	Who ¹ compiles this information?	ID	Reportables						Performance Measures			Outcomes ² (S, M, L)
									ID	Measure	Target/Trend	
			issued ECAs that completed detailed review (column A)	determined not to be a SDWT (column B)	amended or replaced (column C)	needed (i.e., existing terms and conditions sufficient) (column D)	revoked (column E)	pending (column F)				
			0	0	0	0	0	0				
			MOECC: Sewage works/wastewater									
			State the baseline number of previously issued ECAs that may be subject to SDWT policies and that require detailed review here: <u> 4 </u>									
			Number of previously issued ECAs that completed detailed review (column A)	Number of ECAs determined not to be a SDWT (column B)	ACTIONS TAKEN ON PIs determined to be a SDWT							
					Number of ECAs changed (i.e., amended or replaced) (column C)	Number of ECAs where no additional conditions were needed (i.e., existing terms and conditions sufficient) (column D)	Number of ECAs revoked (column E)	Actions/Decisions pending (column F)				
			4	4	0	0	0	0				
			MOECC: Pesticides									
			NOTE: Since pesticide permits are issued on a seasonal basis, all previously issued permits expire. Where incoming applications seek renewal, detailed screening of the application occurs and the applicable PI policies applied. Consequently, actions taken on previously issued permits are not being tracked and reported separately.									
			MOECC: Water Taking									
			State the baseline number of previously issued Permits to Take Water (PTTW) that may be subject to SDWT policies and that require detailed review here: <u> n/a </u>									
			Number of previously issued PTTWs that completed detailed review (column A)	Number of PTTWs determined not to be a SDWT (column B)	ACTIONS TAKEN ON PIs determined to be a SDWT							
					Number of PTTWs changed (i.e., amended or replaced) (column C)	Number of PTTWs where no additional conditions were needed (i.e., existing terms and conditions sufficient) (column D)	Number of PTTWs revoked (column E)	Actions/Decisions pending (column F)				
			n/a	n/a	n/a	n/a	n/a	n/a				
			MOECC: Hauled sewage/biosolids Sites									

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)
				ID	Measure	Target/Trend	
			<p><u>NOTE 1:</u> <i>Environmental Protection Act</i> approvals for the land application of processed organic waste on agricultural land were transferred to the <i>Nutrient Management Act</i>. All previous approvals ceased to apply on their expiry date or up to January 1, 2016. As a result, actions taken on these previously issued approvals are not being tracked and reported separately.</p> <p><u>NOTE 2:</u> Previously issued PIs for hauled sewage disposal sites and land application of processed organic waste (biosolids) on non-agricultural land expire every few years. Whenever incoming applications are received to renew these sites, detailed screening of the application occurs and the applicable PI policies applied. As a result, actions taken on previously issued hauled sewage and biolsolids spreading site approvals are not being tracked and reported separately.</p>				

Reportable theme	Who ¹ compiles this information?	ID	Reportables						Performance Measures			Outcomes ² (S, M, L)
			ID	Measure	Target/Trend							
			detailed review (column A)	SDWT (column B)	<i>or replaced</i> (column C)	and conditions sufficient) (column D)	<i>revoked</i> (column E)	<i>pending</i> (column F)				
			n/a	n/a	n/a	n/a	n/a	n/a				
			OMAFRA: Non-Agricultural Source Material Plans (NASM)									
			State the baseline number of previously issued NASM Plans that may be subject to SDWT policies and that <i>require</i> detailed review here: __ n/a __									
			Number of previously issued NASM Plans that <i>completed</i> detailed review (column A)	Number of NASM Plans determined <i>not</i> to be a SDWT (column B)	ACTIONS TAKEN ON PIs to be a SDWT							
					Number of NASM Plans changed (i.e., <i>amended or replaced</i>) (column C)	Number of NASM Plans where <i>no additional conditions were needed</i> (i.e., existing terms and conditions sufficient) (column D)	Number of NASM Plans <i>revoked</i> (column E)	Actions/ Decisions <i>pending</i> (column F)				
			n/a	n/a	n/a	n/a	n/a	n/a				
			MNRFB: Aggregates (Fuel storage) – Site Plans/Aggregate Licenses (AL)									
			State the baseline number of previously issued ALs that may be subject to SDWT policies and that <i>require</i> detailed review here: __ n/a __									
			Number of previously issued ALs that <i>completed</i> detailed review (column A)	Number of ALs determined <i>not</i> to be a SDWT (column B)	ACTIONS TAKEN ON PIs determined to be a SDWT							
					Number of ALs changed (i.e., <i>amended or replaced</i>) (column C)	Number of ALs where <i>no additional conditions were needed</i> (i.e., existing terms and conditions sufficient) (column D)	Number of ALs <i>revoked</i> (column E)	Actions/ Decisions <i>pending</i> (column F)				
			n/a	n/a	n/a	n/a	n/a	n/a				
			MNRFB: Aggregates (Fuel storage) – Site Plans/Aggregate Permits (AP)									
			State the baseline number of previously issued APs that may be subject to SDWT policies and that <i>require</i> detailed review here: __ n/a __									
			Number of previously issued APs that <i>completed</i> detailed review (column A)	Number of APs determined <i>not</i> to be a SDWT (column B)	ACTIONS TAKEN ON PIs determined to be a SDWT							
					Number of APs changed (i.e., <i>amended or replaced</i>) (column C)	Number of APs where <i>no additional conditions were needed</i> (i.e., existing terms and conditions sufficient) (column D)	Number of APs <i>revoked</i> (column E)	Actions/ Decisions <i>pending</i> (column F)				
			n/a	n/a	n/a	n/a	n/a	n/a				

Reportable theme	Who ¹ compiles this information?	ID	Reportables						Performance Measures			Outcomes ² (S, M, L)
									ID	Measure	Target/Trend	
			n/a	n/a	n/a	n/a	n/a	n/a				
			MNRF: Aggregates (Fuel storage) - Site plans/Wayside Permits (WP)									
			State the baseline number of previously issued WPs that may be subject to SDWT policies and that <i>require</i> detailed review here: __ n/a __									
			Number of previously issued WPs that <i>completed</i> detailed review (column A)	Number of WPs determined <i>not</i> to be a SDWT (column B)	ACTIONS TAKEN ON PIs determined to be a SDWT							
					Number of WPs changed (i.e., <i>amended or replaced</i>) (column C)	Number of WPs where <i>no additional conditions were needed</i> (i.e., existing terms and conditions sufficient) (column D)	Number of WPs <i>revoked</i> (column E)	Actions/ Decisions <i>pending</i> (column F)				
			n/a	n/a	n/a	n/a	n/a	n/a				
			MTO: Aggregates – road construction (Fuel Storage) - Site plans/Wayside Permits (WP)									
			State the baseline number of previously issued WPs that may be subject to SDWT policies and that <i>require</i> detailed review here: __ n/a __									
			Number of previously issued WPs that <i>completed</i> detailed review (column A)	Number of WPs determined <i>not</i> to be a SDWT (column B)	ACTIONS TAKEN ON PIs determined to be a SDWT							
					Number of WPs changed (i.e., <i>amended or replaced</i>) (column C)	Number of WPs where <i>no additional conditions were needed</i> (i.e., existing terms and conditions sufficient) (column D)	Number of WPs <i>revoked</i> (column E)	Actions/ Decisions <i>pending</i> (column F)				
			n/a	n/a	n/a	n/a	n/a	n/a				
Comment: As MTO and MNRF reporting forms were not provided by the province as the Niagara Source Protection Plan does not contain ‘aggregate’ policies, not applicable was inserted.												
Reporting Frequency: Ongoing or until such time as the review/conformity exercise is completed for previously issued PIs												
	SPPB	16c	UPDATED FEBRUARY 1, 2017									
			If and where applicable to your SPR/A, state the progress made, expressed as a percentage, in completing the exercise for ensuring that PIs that were <i>previously issued</i> or otherwise created before the plan took effect (i.e., existing) conform with SDWT policies in the table below.									

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)																																																																							
				ID	Measure	Target/Trend																																																																								
			<p>NOTE: The table below is populated by using the data reported in 16b for each ministry program area. To complete <i>column A</i> in the table below, copy the baseline number of PIs from the second row of each program area table in 16b. To complete <i>column B</i> in the table below, sum together the numerical figures stated within 16b columns B through F for each ministry program area.</p> <table><tr><th rowspan="2">MINISTRY PROGRAM AREA PIs</th><th colspan="3">ACTIONS TAKEN</th></tr><tr><th>Baseline number of previously issued PIs that may be subject to SDWT policies and that require detailed review (<i>column A</i>)</th><th>Number of previously issued PIs that completed detailed review and determined NOT to be significant and actions taken on those that were SDWTs (reportable 16b columns B+C+D+E +F) (<i>column B</i>)</th><th>Percent Progress Made (Column B/ Column A)</th></tr><tr><td colspan="4">Ministry of Environment and Climate Change</td></tr><tr><td>Waste disposal sites – landfilling and storage ECAs</td><td>2</td><td>0</td><td>0%</td></tr><tr><td>Wastewater/sewage ECAs</td><td>4</td><td>4</td><td>100%</td></tr><tr><td>Pesticides – Permits</td><td colspan="3">N/A – see reportable 16b for explanation</td></tr><tr><td>Water Taking – PTTW</td><td>n/a</td><td>n/a</td><td>n/a</td></tr><tr><td>Hauled sewage/biosolids - ECAs</td><td colspan="3">N/A – see reportable 16b for explanation</td></tr><tr><td>Municipal Drinking Water Licences and Permits</td><td>n/a</td><td>n/a</td><td>n/a</td></tr><tr><td colspan="4">Ministry of Agriculture, Food and Rural Affairs</td></tr><tr><td>Nutrient Management Plans</td><td colspan="3">N/A – see reportable 16b for explanation</td></tr><tr><td>Nutrient Management Strategies</td><td>n/a</td><td>n/a</td><td>n/a</td></tr><tr><td>Non-Agricultural Source Material Plans</td><td>n/a</td><td>n/a</td><td>n/a</td></tr><tr><td colspan="4">Ministry of Natural Resources and Forestry</td></tr><tr><td>Site Plans/Aggregate <i>Licenses</i> (Fuel storage)</td><td>n/a</td><td>n/a</td><td>n/a</td></tr><tr><td>Site Plans/Aggregate <i>Permits</i> (Fuel storage)</td><td>n/a</td><td>n/a</td><td>n/a</td></tr><tr><td>Site Plans/<i>Wayside</i> Permits (Fuel storage)</td><td>n/a</td><td>n/a</td><td>n/a</td></tr><tr><td colspan="4">Ministry of Transportation</td></tr></table>	MINISTRY PROGRAM AREA PIs	ACTIONS TAKEN			Baseline number of previously issued PIs that may be subject to SDWT policies and that require detailed review (<i>column A</i>)	Number of previously issued PIs that completed detailed review and determined NOT to be significant and actions taken on those that were SDWTs (reportable 16b columns B+C+D+E +F) (<i>column B</i>)	Percent Progress Made (Column B/ Column A)	Ministry of Environment and Climate Change				Waste disposal sites – landfilling and storage ECAs	2	0	0%	Wastewater/sewage ECAs	4	4	100%	Pesticides – Permits	N/A – see reportable 16b for explanation			Water Taking – PTTW	n/a	n/a	n/a	Hauled sewage/biosolids - ECAs	N/A – see reportable 16b for explanation			Municipal Drinking Water Licences and Permits	n/a	n/a	n/a	Ministry of Agriculture, Food and Rural Affairs				Nutrient Management Plans	N/A – see reportable 16b for explanation			Nutrient Management Strategies	n/a	n/a	n/a	Non-Agricultural Source Material Plans	n/a	n/a	n/a	Ministry of Natural Resources and Forestry				Site Plans/Aggregate <i>Licenses</i> (Fuel storage)	n/a	n/a	n/a	Site Plans/Aggregate <i>Permits</i> (Fuel storage)	n/a	n/a	n/a	Site Plans/ <i>Wayside</i> Permits (Fuel storage)	n/a	n/a	n/a	Ministry of Transportation							
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			Aggregates – road construction (Fuel storage) – Site Plans/ <i>Wayside</i> Permits	n/a	n/a	n/a																																																																				
			TOTAL (Note: The overall percent progress across all ministry program areas intended for #5 in the annual progress report template)	<u> 6 </u> (Note: Sum the total of all numbers in this column.)	<u> 4 </u> (Note: Sum the total of all numbers in this column.)	<u> 67% </u> (Note: This percentage calculated by dividing the total in column B by the total in column A.)																																																																				
			Reporting Frequency: Ongoing or until such time as the review exercise is completed for previously issued PIs																																																																							
	SPPB	17	For the purposes of section 61 of O. Reg. 287/07 (exemption from RMP policy), complete the table below to indicate the number of notices or PIs issued by the applicable provincial ministries that state the PI conforms to the significant drinking water threat policies in the SPP (i.e., statement of conformity confirms the instrument holder is exempt from requiring a Risk Management Plan). Also, state the prescribed drinking water threat activity to which the statements of conformity pertain. (Note: <i>May apply to instruments under the Safe Drinking Water Act, Pesticides Act, Nutrient Management Act or Aggregate Resources Act</i>).				N/A	N/A	N/A	N/A																																																																
			<table><tr><th colspan="2">Number of notices or PI issued</th><th colspan="2">Applicable prescribed drinking water threat activity</th></tr><tr><td colspan="4">MOECC: PIs issued under the <i>Safe Drinking Water Act</i></td></tr><tr><td colspan="2">0</td><td colspan="2"></td></tr><tr><td colspan="4">Comments:</td></tr><tr><td colspan="4">MOECC: PIs issued under the <i>Pesticides Act</i></td></tr><tr><td colspan="2">0</td><td colspan="2"></td></tr><tr><td colspan="4">Comments:</td></tr><tr><td colspan="4">OMAFRA: PIs issued under the <i>Nutrient Management Act</i></td></tr><tr><td colspan="2">0</td><td colspan="2"></td></tr><tr><td colspan="4">Comments:</td></tr><tr><td colspan="4">MNR: PIs issued under the <i>Aggregate Resources Act</i></td></tr><tr><td colspan="2">0</td><td colspan="2"></td></tr><tr><td colspan="4">Comments:</td></tr><tr><td colspan="4">MTO: PIs issued under the <i>Aggregate Resources Act for road construction</i></td></tr><tr><td colspan="2">0</td><td colspan="2"></td></tr><tr><td colspan="4">Comments:</td></tr></table>				Number of notices or PI issued		Applicable prescribed drinking water threat activity		MOECC: PIs issued under the <i>Safe Drinking Water Act</i>				0				Comments:				MOECC: PIs issued under the <i>Pesticides Act</i>				0				Comments:				OMAFRA: PIs issued under the <i>Nutrient Management Act</i>				0				Comments:				MNR: PIs issued under the <i>Aggregate Resources Act</i>				0				Comments:				MTO: PIs issued under the <i>Aggregate Resources Act for road construction</i>				0				Comments:							
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Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)												
				ID	Measure	Target/Trend													
			Reporting Frequency: Ongoing (annually)																
	SPPB	18	In situations where a provincial ministry does not issue or create the prescribed instrument, briefly describe what is being done by the ministry to ensure the PI conforms with the significant threat policies that use the PI tool. (Note: <i>Applicable to only certain OMAFRA instruments issued under the Nutrient Management Act.</i>) RESPONSE: <i>For the description, see OMAFRA PI reporting form reportables #5-6 , and MOECC PI reporting form for hauled sewage / biosolids / ASM / NASM reportables #7-9 and Appendix 1. (SPAs do not need to copy the description here but may opt to provide a summary if desired)</i>																
			Reporting Frequency: One-time (but may be needed again if and when any changes are made)																
NOTE: The responses to the group of reportables below on inspections and compliance are to be provided by ministries responsible for their respective program areas (i.e., waste disposal sites, sewage works/wastewater, pesticides, water taking, aggregates – fuel storage, nutrient management, water works permitting, and drinking water municipal licences) affected by PI policies. The term inspections as used in the following reportables refer to those conducted on a planned (i.e., proactive) and/or responsive (i.e., complaint-based) basis.																			
Prescribed Instruments – Inspections and Compliance	SPPB	19	Briefly describe how provincial ministry staff involved in inspections related to PIs have been trained in source protection for each of the program areas in the table below.	J	Number of relevant ministry program areas that incorporate source protection considerations into their respective inspection priorities.	All relevant provincial ministry program areas incorporate source protection considerations into how they prioritize and carry out inspections of prescribed instruments.	S (#1, #2) M (#5, #7) L (#8, #9, #10)												
			<table><tr><th>MINISTRY PROGRAM AREA</th><th>DESCRIPTION</th></tr><tr><td>MOECC: Waste Disposal Sites – landfilling and storage</td><td rowspan="9">See ministry PI reporting forms for descriptions. (SPAs do not need to copy the descriptions here but may opt to provide an overall summary if desired)</td></tr><tr><td>MOECC: Sewage works/wastewater</td></tr><tr><td>MOECC: Pesticides</td></tr><tr><td>MOECC: Water Taking</td></tr><tr><td>MOECC: Hauled sewage/biosolids and ASM /NASM inspections</td></tr><tr><td>MOECC: Municipal drinking water licences/works permits</td></tr><tr><td>OMAFRA: Nutrient Management</td></tr><tr><td>MNRF: Aggregates (Fuel storage)</td></tr><tr><td>MTO: Aggregates – road construction (Fuel storage)</td></tr></table>					MINISTRY PROGRAM AREA	DESCRIPTION	MOECC: Waste Disposal Sites – landfilling and storage	See ministry PI reporting forms for descriptions. (SPAs do not need to copy the descriptions here but may opt to provide an overall summary if desired)	MOECC: Sewage works/wastewater	MOECC: Pesticides	MOECC: Water Taking	MOECC: Hauled sewage/biosolids and ASM /NASM inspections	MOECC: Municipal drinking water licences/works permits	OMAFRA: Nutrient Management	MNRF: Aggregates (Fuel storage)	MTO: Aggregates – road construction (Fuel storage)
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			MOECC: Waste Disposal Sites – landfilling and storage					See ministry PI reporting forms for descriptions. (SPAs do not need to copy the descriptions here but may opt to provide an overall summary if desired)											
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MNRF: Aggregates (Fuel storage)																			
MTO: Aggregates – road construction (Fuel storage)																			
Reporting Frequency: One-time																			
SPPB	20	Briefly describe, in general terms, how source protection is taken into consideration when planning for and prioritizing inspections for the program areas in the table below.																	
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Reportable theme	Who ¹ compiles this information?	ID	Reportables			Performance Measures			Outcomes ² (S, M, L)	
						ID	Measure	Target/Trend		
			OMAFRA: Nutrient Management							
			MNRF: Aggregates (Fuel storage)							
			MTO: Aggregates –road construction (Fuel storage)							
			Reporting Frequency: One-time (but maybe needed again if and when changes are made)							
	SPPB	21	Briefly describe, in general terms, how each ministry program area ensures PI holders comply with their instrument for the program areas in the table below.							
			MINISTRY PROGRAM AREA		DESCRIPTION					
			MOECC: Waste Disposal Sites – landfilling and storage		See ministry PI reporting forms for descriptions. (SPAs do not need to copy the descriptions here but may opt to provide an overall summary if desired)					
			MOECC: Sewage works/wastewater							
			MOECC: Pesticides							
			MOECC: Water Taking							
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			OMAFRA: Nutrient Management							
			MNRF: Aggregates (Fuel storage)							
			MTO: Aggregates – road construction (Fuel storage)							
			Reporting Frequency: One-time (but may be needed again if and when any changes are made)							
Land Use Planning (LUP)	SPPB	22a	Where the Ministry of Municipal Affairs (MMA) is the planning approval authority for day-to-day <i>Planning Act</i> decisions within source protection areas, or where MMA is the approval authority for the official plan and zoning by law conformity exercises municipalities are required to undertake, please provide a description of how MMA ensures their <i>Planning Act</i> decisions conform with the approved source protection plans (specifically, the policies on List A - Significant threat policies that affect decisions under the <i>Planning Act</i> and <i>Condominium Act</i> , 1998)?			H	See measure “H”	Same target/trend as measure “H”.	S (#1, #2) M (#4, #5, #6, #7) L (#10)	
			RESPONSE: See MMA reporting form reportable 1a for description. (SPAs do not need to copy the description here but may opt to provide a summary if desired).							
			Reporting Frequency: One-time							
	SPPB	22b	In what other ways does MMA integrate source protection considerations into their business or operational processes? Please provide a brief description of each.							
			RESPONSE: See MMA reporting form reportable 1b for description. (SPAs do not need to copy the description here but may opt to provide a summary if desired).							
			Reporting Frequency: One-time							
SPA	23a	In total, how many municipalities (including upper-, lower-, and single-tier) within the SPR/A are required to complete:			K	Percent of municipalities that	100% of municipalities	S (#1, #2)		

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)
				ID	Measure	Target/Trend	
			Official Plan (OP) conformity exercises for source protection? __4__ Zoning by-law (ZBL) conformity exercises for source protection? __3__ <i>*Note: Applies to every municipality affected by land use planning or Part IV type policies.</i>		are subject to significant drinking water threat policies have incorporated source protection into their planning documents.	that are subject to significant drinking water threat policies have incorporated source protection into their planning documents.	M (#4, #5, #6, #7) L (#10)
			Reporting Frequency: One-time				
			Of these municipalities, how many have: (i) Completed their OP conformity exercise __2__ (ii) Completed their ZBL conformity exercises __0__ (iii) Completed OP conformity exercise but under appeal __0__ (iv) Completed ZBL conformity exercise but under appeal __0__ (v) OP conformity exercise in process __2__ (vi) ZBL conformity exercise in process __3__ (vii) Not started their OP conformity exercise __0__ (viii) Not started their ZBL conformity exercise __0__ Reporting Frequency: Ongoing (annually) or until such time all applicable municipalities have completed their conformity exercise				
Education & Outreach (E&O) <i>(NOTE: Do not count signage policies as part of this reportable as there is a separate reportable for signage policies below.)</i>	SPA & SPPB	24a	(i) What method(s) are being used to implement E&O policies in the SPR/A? Choose all that apply. <input checked="" type="checkbox"/> development and distribution of educational materials for general public <input checked="" type="checkbox"/> development and distribution of educational materials for target audiences including developers, builders, landowners, farmers, etc. <input type="checkbox"/> in-person workshops <input checked="" type="checkbox"/> site visits <input checked="" type="checkbox"/> source protection content for websites <input type="checkbox"/> educational videos (e.g., YouTube) <input type="checkbox"/> podcasts <input checked="" type="checkbox"/> collaboration with other bodies (e.g., ministries, local organizations, etc.) <input checked="" type="checkbox"/> other. Please specify annual University Class Presentations _____ <input type="checkbox"/> methods for implementing E&O not yet determined Please note some of these efforts were on broad source water concepts outside of specific policy direction (ii) Identify the ways in which outreach efforts were conducted to reach target audiences about source water protection? Choose all that apply. <input type="checkbox"/> social media promotion (e.g., use of Facebook, Twitter, Instagram, etc.) <input checked="" type="checkbox"/> traditional media advertising (e.g., print media, radio, television) <input checked="" type="checkbox"/> site visits	L	Percentage of the intended target audience reached by all E&O policies in the SPP.	Increasing percentage of the intended target audience reached over time on a cumulative basis.	S (#1, #2) M (#4, #5, #6, #7) L (#8, #9, #10)

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)
				ID	Measure	Target/Trend	
			<div><input type="checkbox"/> integration with other outreach programs or campaigns (e.g., Community Environment Days, etc.)</div> <div><input type="checkbox"/> articles in publications</div> <div><input type="checkbox"/> information kiosks at events/festivals</div> <div><input checked="" type="checkbox"/> other. Please specify _mention in speeches_____</div>				
			Reporting Frequency: First 3-5 years of reporting				
	SPA & SPPB	24b	What is the average ⁴ estimated percentage of the target audience reached by all applicable E&O policies in the SPP? __59%__ This was calculated as the median value of the target audiences reached for the four O&E policies.				
			Reporting Frequency: First 3-5 years of reporting				
	SPA & SPPB	25	What did the E&O policies that were implemented target in the SPR/A? Please select all that apply from the list below. <div><input checked="" type="checkbox"/> Threats (significant)</div> <div><input type="checkbox"/> Threats (moderate-low)</div> <div><input type="checkbox"/> Transport pathways</div> <div><input checked="" type="checkbox"/> Spills prevention/spill events</div> <div><input type="checkbox"/> Drinking water issues</div> <div><input type="checkbox"/> Conditions</div> <div><input checked="" type="checkbox"/> Local threat</div> <div><input type="checkbox"/> Other. Please specify _____</div> Please note some of these efforts were on broad source water concepts outside of specific policy direction				
			Reporting Frequency: First 3-5 years of reporting				
	SPA & SPPB	26	<i>[OPTIONAL: If and where there are E&O initiatives that were particularly successful that the SP Authority wishes to highlight in the supplemental annual progress reporting form, include its details here. Please limit the description to only those known E&O initiatives the SPA feels were exceptional/quite successful.]</i> Provide a brief description of a successful E&O initiative that has had or is having a positive impact below. In the description, where available, include the following details: <div><ul style="list-style-type: none">Indicate target population (e.g., farmers, business, residents, municipalities, etc.)Percentage of the target audience reachedOutcomes that were achievedWhether these initiatives reached persons and/or businesses within geographic areas where threats could be significant or to wider areas (i.e., specific to areas with significant drinking water threats or general E/O)</div>				

⁴ See Guidance and Rationale document for information on how to determine and report the average estimated percentage of the target audience reached.

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)																				
				ID	Measure	Target/Trend																					
			<i>RESPONSE:</i> intentionally left blank																								
			<i>Reporting Frequency:</i> Ongoing (annually)																								
Signage	SPA & SPPB	27	Complete the table below to indicate the number of source water protection signs that have been installed in the SPR/A for the reporting periods noted.	M	Number of source water protection signs installed within 5-10 years of plan approval.	Increasing number of source protection signs installed in the first 5-10 years of plan implementation (on a cumulative basis).	S (#1, #2) M (#3, #4, #6) L (#8, #9, #10)																				
			<table><tr><th>REPORTING PERIOD</th><th>Number of signs installed on provincial highways (Column A)</th><th>Number of signs installed on municipal roads (Column B)</th><th>Number of signs at other locations (if applicable) (Column C)</th></tr><tr><td>Year 1 (from effective date of SPP to first annual progress report (APR))</td><td>0</td><td>0</td><td>0</td></tr><tr><td>Year 2 (calendar year following the reporting period in Year 1)</td><td>0</td><td>0</td><td>0</td></tr><tr><td>Year 3 (calendar year following the reporting period in Year 2)</td><td>4</td><td>0</td><td>0</td></tr><tr><td>Year 4 (calendar year following the reporting period in Year 3)</td><td></td><td></td><td></td></tr></table>					REPORTING PERIOD	Number of signs installed on provincial highways (Column A)	Number of signs installed on municipal roads (Column B)	Number of signs at other locations (if applicable) (Column C)	Year 1 (from effective date of SPP to first annual progress report (APR))	0	0	0	Year 2 (calendar year following the reporting period in Year 1)	0	0	0	Year 3 (calendar year following the reporting period in Year 2)	4	0	0	Year 4 (calendar year following the reporting period in Year 3)			
			REPORTING PERIOD					Number of signs installed on provincial highways (Column A)	Number of signs installed on municipal roads (Column B)	Number of signs at other locations (if applicable) (Column C)																	
			Year 1 (from effective date of SPP to first annual progress report (APR))					0	0	0																	
			Year 2 (calendar year following the reporting period in Year 1)					0	0	0																	
			Year 3 (calendar year following the reporting period in Year 2)					4	0	0																	
			Year 4 (calendar year following the reporting period in Year 3)																								
			<i>Reporting Frequency:</i> First 3-5 years of reporting																								
Source protection knowledge and action	SPA	28a	Has the SPA conducted surveys to gauge source protection knowledge and action? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	N	Number of SPR/As that conducted surveys indicating that survey	Increasing source protection knowledge and	S (#2) M (#4) L (#9, #10)																				
			<i>Reporting Frequency:</i> Annually or when available																								

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)										
				ID	Measure	Target/Trend											
	SPA	28b	<p>Where survey(s) were conducted by the SPA, complete the table below for each survey conducted to indicate the population group(s) targeted (e.g., farmers, fuel suppliers, population living within vulnerable area/zones, etc.) and to discuss the results including, where possible and available, any insights gained about source protection knowledge and any commitment made to changing behaviour that is protective of source waters. Insert additional rows in the table if needed.</p> <table><tr><th>Survey Name/Number</th><th>Population Group Targeted</th><th>Survey Results</th></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table> <p>Reporting Frequency: Annually or when available</p>	Survey Name/Number	Population Group Targeted	Survey Results								respondents have gained source protection knowledge and have made a commitment to change behaviours that are protective of source water.	behavioural changes that is protective of source water over time.		
Survey Name/Number	Population Group Targeted	Survey Results															
Incentives	SPA & SPPB	29	<p>If applicable to the SPR/A, complete the table below indicating the type of incentive(s) (e.g., PI application fees waived, funding, other non-financial incentives, etc.) that was made available (whether as a policy in the SPP or not), the source that provided the incentive(s), the prescribed drinking water threat activity(ies) to which it relates, the degree to which the incentive(s) assisted with the implementation of SPP policies that address significant drinking water threat activity(ies), and include any comments. Use a single row to describe each type of incentive and insert additional rows if necessary in the table below.</p> <table><tr><th>Type of Incentive</th><th>Source of Incentive (i.e., Municipality, Conservation Authority, Provincial Ministry(ies), Other (please specify)</th><th>Prescribed Drinking Water Threat(s) Addressed</th><th>Degree to which incentive(s) assisted with the implementation of SPP policies addressing significant drinking water threats</th><th>Comments</th></tr><tr><td></td><td></td><td></td><td><div><input type="checkbox"/> Full degree</div><div><input type="checkbox"/> Significant/large degree</div><div><input type="checkbox"/> Moderate degree</div><div><input type="checkbox"/> Some degree</div><div><input type="checkbox"/> Limited degree</div></td><td></td></tr></table> <p>Reporting Frequency: Annually or when warranted</p>	Type of Incentive	Source of Incentive (i.e., Municipality, Conservation Authority, Provincial Ministry(ies), Other (please specify)	Prescribed Drinking Water Threat(s) Addressed	Degree to which incentive(s) assisted with the implementation of SPP policies addressing significant drinking water threats	Comments				<div><input type="checkbox"/> Full degree</div> <div><input type="checkbox"/> Significant/large degree</div> <div><input type="checkbox"/> Moderate degree</div> <div><input type="checkbox"/> Some degree</div> <div><input type="checkbox"/> Limited degree</div>		O	Degree to which incentives assisting with the implementation of SPP policies.	All incentives assisting with the implementation of SPP policies to a full and significant/large degree.	S (#2) M (#5, #6) L (#10)
Type of Incentive	Source of Incentive (i.e., Municipality, Conservation Authority, Provincial Ministry(ies), Other (please specify)	Prescribed Drinking Water Threat(s) Addressed	Degree to which incentive(s) assisted with the implementation of SPP policies addressing significant drinking water threats	Comments													
			<div><input type="checkbox"/> Full degree</div> <div><input type="checkbox"/> Significant/large degree</div> <div><input type="checkbox"/> Moderate degree</div> <div><input type="checkbox"/> Some degree</div> <div><input type="checkbox"/> Limited degree</div>														
SPA & SPPB	30	<p>[OPTIONAL: If and where there are successful incentive programs in the SPR/SPA that the SP Authority wishes to highlight in the supplemental annual progress reporting form, include its details here. Please limit the description to only those incentive programs the SPA feels were exceptional /quite successful.]</p>															

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)
				ID	Measure	Target/Trend	
			<p>Provide a brief description of incentives that have had or are having a positive impact in the box below. In the description include:</p> <ul style="list-style-type: none">• Outcomes achieved• How widely available was the incentive?• Whether incentives reached persons and/or businesses within geographic areas where threats could be significant or to wider areas <p><u>RESPONSE</u>: not applicable</p> <p><u>Reporting Frequency</u>: Annually or when warranted</p>				
Provincial ministry integration of source protection (beyond PIs)	SPPB	31	<p>Beyond the provincial ministry program areas that are directly affected by the PI policies included in plans, which other ministry program areas integrate source protection considerations into their business or operational processes? Please provide a brief description of each.</p> <p><u>RESPONSE</u>: See ministry reporting forms for descriptions. (SPAs do not need to copy the descriptions here but may opt to provide a summary if desired).</p> <p><u>Reporting Frequency</u>: Annually or when warranted</p>	H	See measure “H”	Same target/trend for measure “H”.	S (#2) M (#7) L (#8, #9)
Sewage System Inspections – Ontario Building Code (OBC)	SPA	32a	<p>How many on-site sewage systems in the SPA require inspections in accordance with the Ontario Building Code (OBC) (i.e., once every five years)? __0__</p> <p><u>Reporting Frequency</u>: One-time</p>	P	Percentage of on-site sewage systems that are inspected as part of the mandatory septic inspections program where they are a significant threat.	100% of on-site sewage systems where they are a significant threat are inspected once every 5 years.	S (#2) M (#5, #6) L (#9, #10)
	SPA	32b	<p>Of these, how many on-site sewage systems were inspected? __n/a__</p> <p><u>Reporting Frequency</u>: Ongoing (annually)</p>				
	SPA	32c	<p>How many on-site sewage systems inspected in the reporting period required:</p> <ul style="list-style-type: none">• minor maintenance work (e.g., pump out, etc.)? __n/a__• major maintenance work (e.g., tank replacement, etc.)? __n/a__ <p><u>Reporting Frequency</u>: Ongoing (annually)</p>				
Environmental monitoring for drinking water issues	SPA	33	<p>If applicable to the SPR/A, complete the table below, where information about drinking water issues is available. Begin by identifying the drinking water system(s) and any associated drinking water issue(s)/parameter(s) (chemical or pathogen) that have been identified, then whether an Issue Contributing Area (ICA) was delineated for the identified issue(s), and any observations in the concentration or trend for each issue. <i>Optional</i>: Describe the actions/behavioural changes in the ICA that might be contributing to the changes. Insert additional rows as necessary in the table below for each drinking water system.</p>	Q	Number of identified issues showing improvements in the	Improvements over time in the concentration or loadings of contaminant(s)/ issue(s) of	S (#1, #2) M (#4, #5, #6, #7) L (#10)

Reportable theme	Who ¹ compiles this information?	ID	Reportables					Performance Measures			Outcomes ² (S, M, L)																														
			<table><tr><th>Drinking Water System (Column A)</th><th>Drinking Water Issue/Parameter (Column B)</th><th>ICA delineated for this issue? (Yes/No) (Column C)</th><th>Observations (Column D)</th><th>Actions/Behavioural Changes Contributing to Change in Observations (Optional) (Column E)</th></tr><tr><td></td><td></td><td></td><td><input type="checkbox"/> Increasing concentration/trend <input type="checkbox"/> Decreasing concentration/trend <input type="checkbox"/> No change in concentration/trend <input type="checkbox"/> Not enough data/information is available to determine changes in concentration/trend <input type="checkbox"/> No longer monitoring issue/parameter as not an issue</td><td></td></tr><tr><td></td><td></td><td></td><td><input type="checkbox"/> Increasing concentration/trend <input type="checkbox"/> Decreasing concentration/trend <input type="checkbox"/> No change in concentration/trend <input type="checkbox"/> Not enough data/information is available to determine changes in concentration/trend <input type="checkbox"/> No longer monitoring issue/parameter as not an issue</td><td></td></tr></table>	Drinking Water System (Column A)	Drinking Water Issue/Parameter (Column B)	ICA delineated for this issue? (Yes/No) (Column C)	Observations (Column D)	Actions/Behavioural Changes Contributing to Change in Observations (Optional) (Column E)				<input type="checkbox"/> Increasing concentration/trend <input type="checkbox"/> Decreasing concentration/trend <input type="checkbox"/> No change in concentration/trend <input type="checkbox"/> Not enough data/information is available to determine changes in concentration/trend <input type="checkbox"/> No longer monitoring issue/parameter as not an issue					<input type="checkbox"/> Increasing concentration/trend <input type="checkbox"/> Decreasing concentration/trend <input type="checkbox"/> No change in concentration/trend <input type="checkbox"/> Not enough data/information is available to determine changes in concentration/trend <input type="checkbox"/> No longer monitoring issue/parameter as not an issue			concentration(s) and/or trend(s).	concern in sources of drinking water.																				
Drinking Water System (Column A)	Drinking Water Issue/Parameter (Column B)	ICA delineated for this issue? (Yes/No) (Column C)	Observations (Column D)	Actions/Behavioural Changes Contributing to Change in Observations (Optional) (Column E)																																					
			<input type="checkbox"/> Increasing concentration/trend <input type="checkbox"/> Decreasing concentration/trend <input type="checkbox"/> No change in concentration/trend <input type="checkbox"/> Not enough data/information is available to determine changes in concentration/trend <input type="checkbox"/> No longer monitoring issue/parameter as not an issue																																						
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Reporting Frequency: Ongoing (annually)																																									
Drinking water surveillance environmental monitoring	SPA	34	[OPTIONAL]: If and where there are participating municipal drinking water systems in the Drinking Water Surveillance Program and data is available, complete the table below. Insert additional rows as necessary in the table below for each drinking water system.					R	Number of SPAs with participating drinking water systems in the Drinking Water Surveillance Program indicating an improvement in the concentration(s) and/or trend(s) of various contaminants/ parameters of concern.	Improvements in the concentration of contaminants/ parameters of concern in sources of drinking water over time.	S (#2) M (#3) L (#10)																														
			<table><tr><th>Name of Participating Drinking Water System</th><th>Parameter of Concern</th><th colspan="3">Describe changes in the concentration of parameter since the approval of the assessment report (i.e., is it improving, getting worse or no change)</th></tr><tr><td>Grimsby</td><td>None</td><td colspan="3"></td></tr><tr><td>Rosehill</td><td>None</td><td colspan="3"></td></tr><tr><td>Decew Falls</td><td>None</td><td colspan="3"></td></tr><tr><td>Welland</td><td>None</td><td colspan="3"></td></tr><tr><td>Port Colborne</td><td>None</td><td colspan="3"></td></tr><tr><td>Niagara Falls</td><td>None</td><td colspan="3"></td></tr></table>							Name of Participating Drinking Water System	Parameter of Concern	Describe changes in the concentration of parameter since the approval of the assessment report (i.e., is it improving, getting worse or no change)			Grimsby	None				Rosehill	None				Decew Falls	None				Welland	None				Port Colborne	None				Niagara Falls	None
Name of Participating Drinking Water System	Parameter of Concern	Describe changes in the concentration of parameter since the approval of the assessment report (i.e., is it improving, getting worse or no change)																																							
Grimsby	None																																								
Rosehill	None																																								
Decew Falls	None																																								
Welland	None																																								
Port Colborne	None																																								
Niagara Falls	None																																								

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)												
				ID	Measure	Target/Trend													
			Reporting Frequency: Ongoing (annually)																
Transport pathways	SPA	35a	If applicable to the SPR/A, how many notices about transport pathways (meaning a condition of land resulting from human activity (e.g., pits and quarries, improperly abandoned wells, geothermal system, etc.) that increases the vulnerability of a raw water supply of a drinking water system) did the SPA receive from municipalities in this reporting period (as per O. Reg. 287/07, ss. 27(3))? __0__	S	Number of SPAs reporting that actions were taken after receiving transport pathway notices.	All SPAs taking action when they receive transport pathway notices.	S (#1, #2) M (#5, #7) L (#10)												
			Reporting Frequency: Ongoing (annually)																
	SPA	35b	What actions did the SPR/A take as a response to receiving these notices (e.g., SPR/A provided information to municipalities about changes in vulnerability, etc.)? Please describe below.																
			RESPONSE: not applicable																
			Reporting Frequency: Ongoing (annually)																
	SPA	36	[OPTIONAL]: Provide specific information on actions taken by any person or body to reduce the impacts that transport pathways could have on source water (e.g., number of wells properly abandoned by municipalities and/or private landowners in accordance with O. Reg. 903, etc.)?																
RESPONSE: The NPCA Water well decommissioning program (https://npca.ca/well-decommissioning) provides grant funding to assist with the decommissioning of unused water wells.																			
		Reporting Frequency: Annually or when warranted																	
Positive impact examples for each of the following policy tools or topics (e.g., road salt management, transport pathways, spills response, water quantity , Great Lakes, any "other" policy)	SPA & SPPB	37	[OPTIONAL: <i>If and where there are successful examples for each of the following initiatives in the SPR/A that the authority wishes to highlight, include its details in the table below. Please limit the descriptions provided (e.g., one example for each topic or more could be included when the SPA feels they are exceptional/quite successful).</i>]	N/A	No measure. Could use in public reporting vignettes to highlight successful initiatives.	N/A	N/A												
			<table><tr><th>Policy Tools/Topics</th><th>Description of Successful Initiatives</th></tr><tr><td>Stewardship Programs</td><td></td></tr><tr><td>Best Management Practices</td><td></td></tr><tr><td>Pilot Programs</td><td></td></tr><tr><td>Research</td><td></td></tr><tr><td>Specify Action (e.g., road salt management, municipal by-laws, legislative or regulatory amendments, mapping, review of fuel codes, new airport facility design standards to manage runoff of chemicals from de-icing of aircraft, instrumentation, etc.)</td><td></td></tr></table>					Policy Tools/Topics	Description of Successful Initiatives	Stewardship Programs		Best Management Practices		Pilot Programs		Research		Specify Action (e.g., road salt management, municipal by-laws, legislative or regulatory amendments, mapping, review of fuel codes, new airport facility design standards to manage runoff of chemicals from de-icing of aircraft, instrumentation, etc.)	
			Policy Tools/Topics					Description of Successful Initiatives											
			Stewardship Programs																
			Best Management Practices																
			Pilot Programs																
			Research																
			Specify Action (e.g., road salt management, municipal by-laws, legislative or regulatory amendments, mapping, review of fuel codes, new airport facility design standards to manage runoff of chemicals from de-icing of aircraft, instrumentation, etc.)																

Reportable theme	Who ¹ compiles this information?	ID	Reportables		Performance Measures			Outcomes ² (S, M, L)
					ID	Measure	Target/Trend	
			<div>Climate Change (e.g., data collection)</div> <div>Spill prevention/spill contingency/emergency response plan updates</div> <div>Transport pathways</div> <div>Water quantity</div> <div>Great Lakes</div> <div>Other policies (i.e., strategic action, etc.)</div>	<div></div> <div>The City of Port Colborne and the St. Lawrence Seaway Management Corporation have been pro-active in seeking to address spill prevention and contingency along the Welland Canal.</div> <div></div> <div>The Niagara Water Quality Protection Strategy and the Ontario Geological Survey partnered with NPCA to address gaps in the water budget.</div> <div></div> <div></div>				
			Reporting Frequency: Annually or when warranted					
Municipal integration of source protection	SPA	38a	In total, how many municipalities (including upper-, lower-, and single-tier) within the SPR/A are subject to SPP policies (any policy tool)? __5__		T	Number of municipalities integrating source protection considerations and/or use the science of source protection in their business or operational processes.	Increasing number of municipalities integrating source protection considerations and/or use the science of source protection in their business or operational processes (on a cumulative basis).	S (#1, #2) M (#4, #5, #6, #7) L (#8, #9, #10)
			Reporting Frequency: One-time					
	SPA	38b	Complete the table below by indicating the number of municipalities (including upper-, lower-, and single-tier) within the SPR/A that have integrated/are integrating ⁵ source protection knowledge/science into the following municipal program areas/activities.					
			Municipal Program Areas/Activities	Number of municipalities that have integrated/are integrating source into program areas/activities				
			Road salt storage/application	2				
			Snow storage	1				
			Pesticide storage/application	1				
			Hazardous waste storage	1				
			Organic solvents storage	0				
			Municipal fuel storage (e.g., for heating, maintenance vehicles, etc.)	0				
		Municipal well maintenance and operations	Not applicable					
		Municipal water quantity	1					
		Stormwater infrastructure maintenance	1					

⁵ Integration means that specific changes have been/are being made to these municipal program areas as a direct result of SPP policies or as a result of more broad integration of the science from source protection.

Reportable theme	Who ¹ compiles this information?	ID	Reportables			Performance Measures			Outcomes ² (S, M, L)
						ID	Measure	Target/Trend	
			Other. Please provide a description below.		1 – Master Drainage Plan & Pollution Plan Updates				
			Reporting Frequency: Annually or when warranted						
	SPA	39a	Of the total number of municipalities within the SPR/A that are subject to SPP policies as noted in reportable #38a above, how many are integrating source protection requirements into the following program areas? Municipal land use planning __4__ Municipal building permits __3__ Note – one municipality is subject to an policy that does not involve land use planning or building permits.						
			Reporting Frequency: Annually until all subject municipalities have integrated policies						
	SPA	39b	Indicate the number of subject municipalities (including upper-, lower-, and single-tier) that are integrating source protection into the business processes listed in the table below.						
			Business Processes		Number of subject municipalities integrating source protection				
			Staff involved with land use planning and/or section 59 policies trained in source protection		4				
			Staff guidance documents updated/produced for evaluating land use planning applications conforming with/having regard to SPP policies		3				
			Planning design and technical guidelines updated/produced for source protection considerations for applicants		1				
			Strategy and timeline established to undertake OP & ZBL conformity exercise		4				
			Planning documents updated		2				
			Planning maps/schedules updated to show vulnerable areas		2				
			Siting/placement of activities away from vulnerable areas						
			Complete planning application requirements (i.e., supporting documentation such as stormwater management plan, master environmental servicing plan, lot grading plan, etc. needed)		1				
			Procedures in place to flag where section 59 policies apply including mechanism/process to facilitate exchange of information about development application process and the issuance of section 59 notices		3				

Reportable theme	Who ¹ compiles this information?	ID	Reportables			Performance Measures			Outcomes ² (S, M, L)
						ID	Measure	Target/Trend	
			Steps taken (e.g., municipal by-law, conservation authority regulation, etc.) to reduce the number of applications that require RMO screening						
			Public works operations	1					
			Other. Please provide a description.						
			No Changes Made. If no changes made, please explain: _____						
			Reporting Frequency: One-time (but may be needed again if and when further changes are made to business processes to integrate source protection)						
Municipal use of tools/ resources	SPA	40	What specific tools/resources have municipalities (including upper-, lower-, and single-tier) within the SPR/A been <u>using</u> since the SPP took effect? Check all that apply, and indicate approximately how many municipalities are using each, if any, in the table below.			U	Number of municipalities responsible for implementing policies <u>using</u> source protection resources/tools/ science to assist in the implementation of source protection plans within the first 3-5 years of plan implementation.	All (100%) municipalities responsible for implementing policies are <u>using</u> tools, resources, and science from conservation authorities, Conservation Ontario, and provincial ministries within the first 3-5 years of plan implementation.	S (#1, #2) M (#3, #5, #6, #9)
	SPA	41	[OPTIONAL]: Are there tools/resources that would be more useful if they were revised/modified? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, identify which one(s) and briefly describe how could they be improved for source protection? Reporting Frequency: Annually or when warranted						

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)	
				ID	Measure	Target/Trend		
Funding for Source Protection Implementation	SPA	42	How many affected municipalities within the SPR/A are financing source protection related costs through any of the following means:	V	Percent of municipalities within SPR/As that recover costs for source water protection.	All affected municipalities within SPR/As recover costs for source protection.	S (#1, #2) M (#6) L (#10)	
			General revenue					1
			Cost recovery/user pay (e.g., RMP fees)					
			Both					
			Other (please specify)					
Reporting Frequency: One-time								
Examples of successful municipal actions to protect source water	SPA	43	[OPTIONAL: If and where there are examples of successful municipal actions in the SPR/A that the authority wishes to highlight in the supplemental annual progress reporting form, include its details here. Please limit the descriptions provided to those the SPA feels are exceptional/very successful municipal actions.]	N/A	No measure. Could use in public reporting vignettes to highlight successful initiatives.	N/A	N/A	
			Are there some unique examples of successful municipal actions within the SPR/A that are being/have been undertaken to protect source water either directly because of plan policies or as a result of more broad integration of the science from source protection? If yes, please provide details below.					
			RESPONSE:					
			Reporting Frequency: Annually or when warranted					
Examples of successful residential or business actions to protect source water	SPA	44	[OPTIONAL: If and where there are examples of successful residential and/or business actions in the SPR/A that the authority wishes to highlight in the supplemental annual progress reporting form, include its details here. Please limit the description provided to those the SPA feels are exceptional/ very successful examples.]					
			Are there examples of local residents and/or businesses (including agriculture, salt applicator, fuel providers) who are taking successful concrete actions (e.g., engaged in more “green” behaviours that could protect water sources such as purchasing road salt alternatives, taking precautions when storing or disposing hazardous waste, organic solvents, etc.) to protect source water in their community(ies)? If yes, please provide details below.					
			RESPONSE:					
			Reporting Frequency: Annually or when warranted					
Enumerated threats: progress made in	SPA	45a	Complete the table below by first indicating which of the listed significant drinking water threats were being engaged in (i.e., enumerated as ‘existing’ significant threats/threats) at the time of SPP approval. Then, using the formula for the running tally of enumerated threats as explained below, complete the columns in the table with the information for each SDWT indicated as existing in the SPR/A.	W	Percent of significant drinking water threats that existed in the area	100% of significant drinking water threats that	M (#5, #6) L (#8, #10)	

Reportable theme	Who ¹ compiles this information?	ID	Reportables							Performance Measures			Outcomes ² (S, M, L)		
										ID	Measure	Target/Trend			
			12	<input type="checkbox"/> The application of road salt											
			13	<input type="checkbox"/> The handling and storage of road salt											
			14	<input type="checkbox"/> The storage of snow											
			15	<input type="checkbox"/> The handling and storage of fuel											
			16	<input type="checkbox"/> The handling and storage of a dense non-aqueous phase liquid											
			17	<input type="checkbox"/> The handling and storage of an organic solvent											
			18	<input type="checkbox"/> The management of runoff that contains chemicals used in the de-icing of aircraft											
			19	<input checked="" type="checkbox"/> The use of land as livestock grazing or pasturing land, an outdoor confinement area or a farm-animal yard O. Reg. 385/08, s. 3.	8	0	5	0	3						
			20	<input type="checkbox"/> Water taking from an aquifer without returning the water to the same aquifer or surface water body											
			21	<input type="checkbox"/> Reducing recharge of an aquifer											
				<input checked="" type="checkbox"/> Local threat #1 (if applicable, please specify) _____ Transportation, storage and handling of diesel/gasoline	36	0	0	36	0						
				<input checked="" type="checkbox"/> Local threat #2 (if applicable, please specify) _____ Transportation of Agricultural and Non-Agricultural Source Materials_____	6	0	0	6	0						
				<input type="checkbox"/> Local condition #1 (if applicable, please specify) _____											
				<input type="checkbox"/> Local condition #2 (if applicable, please specify) _____											
			TOTAL					66	1				16	42	9
			Reporting Frequency: Ongoing (annually)												
SPA	45b	Please provide comments below to explain the overall progress made in addressing these significant threats. Include the percentage of overall progress made in the comments provided. The percentage of overall progress made in addressing local threats and conditions that are taking place on the landscape is determined by taking the total number in column D (i.e., SDWT addressed because policy is implemented) from the table in above (reportable #45a) and dividing it into the number that is derived by adding the total numbers in columns A and B and then subtracting this sum total from the total in column C. In other words, overall progress made = D/A+B-C. COMMENTS: P: Progressing Well/On Target 82%													

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)
				ID	Measure	Target/Trend	
			Reporting Frequency: Ongoing (annually)				
Assessment report information gaps (as per ss. 52(1), p. 2 of O. Reg. 287/07)	SPA	46	Provide a summary of steps taken to implement the work plans described in technical rules #30.1 (Water Budget Tier 3), #50.1 (GUDI for WHPA-E or F), and #116 (ICA), if any. RESPONSE: not applicable	X	Number of SPA work plans that have been implemented to address information gaps in assessment reports.	All applicable SPA work plans implemented.	S (#1, #2) M (#5, #7)
			Reporting Frequency: Annually until all applicable work plans have been implemented.				
Other reporting items (as per ss. 52(1), p. 4 of O. Reg. 287/07)	SPA	47	Does the SPA have any other item on which it wishes to report? If so, please explain. RESPONSE: No	N/A	No direct measure.	N/A	N/A
			Reporting Frequency: Annually when applicable				
Source protection outcomes	SPA	48	What positive outcomes (e.g., less water consumption, changes in behaviour, reduction in phosphorus and nitrogen concentrations, less chloride from road salt, reduction in algal blooms, human health protected, etc.), if any, have potentially resulted from the implementation of SPP policies? Please describe the outcomes below. RESPONSE: The Source Protection Plan has had a role in prompting collaborative efforts along the Welland Canal. This has included emergency response planning and preparedness for the St. Lawrence Seaway Management Corporation, Niagara Region and the City of Port Colborne.	Y	Percentage of SPCs indicating that plan implementation may be a contributing factor to positive drinking water outcomes.	Increasing over time.	M (#4, #5, #6) L (#9, #10)
			Reporting Frequency: Ongoing (annually)				
Achievement of SPP objectives (as per ss. 46(3) of the CWA)	SPA	49a	In the opinion of the Source Protection Committee (SPC), to what extent have the objectives of the SPP been achieved in this reporting period? <input checked="" type="checkbox"/> Progressing Well/On Target - The majority of the source protection plan policies have been implemented and/or are progressing in accordance with the timelines specified in the source protection plan. <input type="checkbox"/> Satisfactory - Some of the source protection plan policies have been implemented and/or are progressing in accordance with the timelines specified in the source protection plan. <input type="checkbox"/> Limited Progress made - A few of source protection plan policies have been implemented and/or are progressing in accordance with the timelines specified in the source protection plan.	Z	Percentage of SPCs indicating that the objectives of the source protection plan are progressing well/on target.	Increasing over time.	S (#1, #2) M (#4, #5, #6, #7) L (#9, #10)
	SPA	49b	Please provide comments to explain how the SPC arrived at its opinion, including if there was no consensus reached.				

Reportable theme	Who ¹ compiles this information?	ID	Reportables	Performance Measures			Outcomes ² (S, M, L)
				ID	Measure	Target/Trend	
			<u>COMMENTS:</u> The committee was content indicating we are progressing well based on the 30 percent balance of the objectives which are mainly administrative.				
			<i>Reporting Frequency:</i> Ongoing (annually)				

Niagara Peninsula Source Protection Area

Source Protection Annual Reporting Requirements

Source Protection Authority
May 17, 2017

Introduction

The Source Protection Authority is required (s.46, Clean Water Act) to annually prepare a report **to be circulated to the MOECC** that describes the:

- Measures taken to implement the Source Protection Plan;
- Results of any monitoring programs; and
- Extent to which the Source Protection Plan objectives have been achieved.

Objectives of the Source Protection Plan

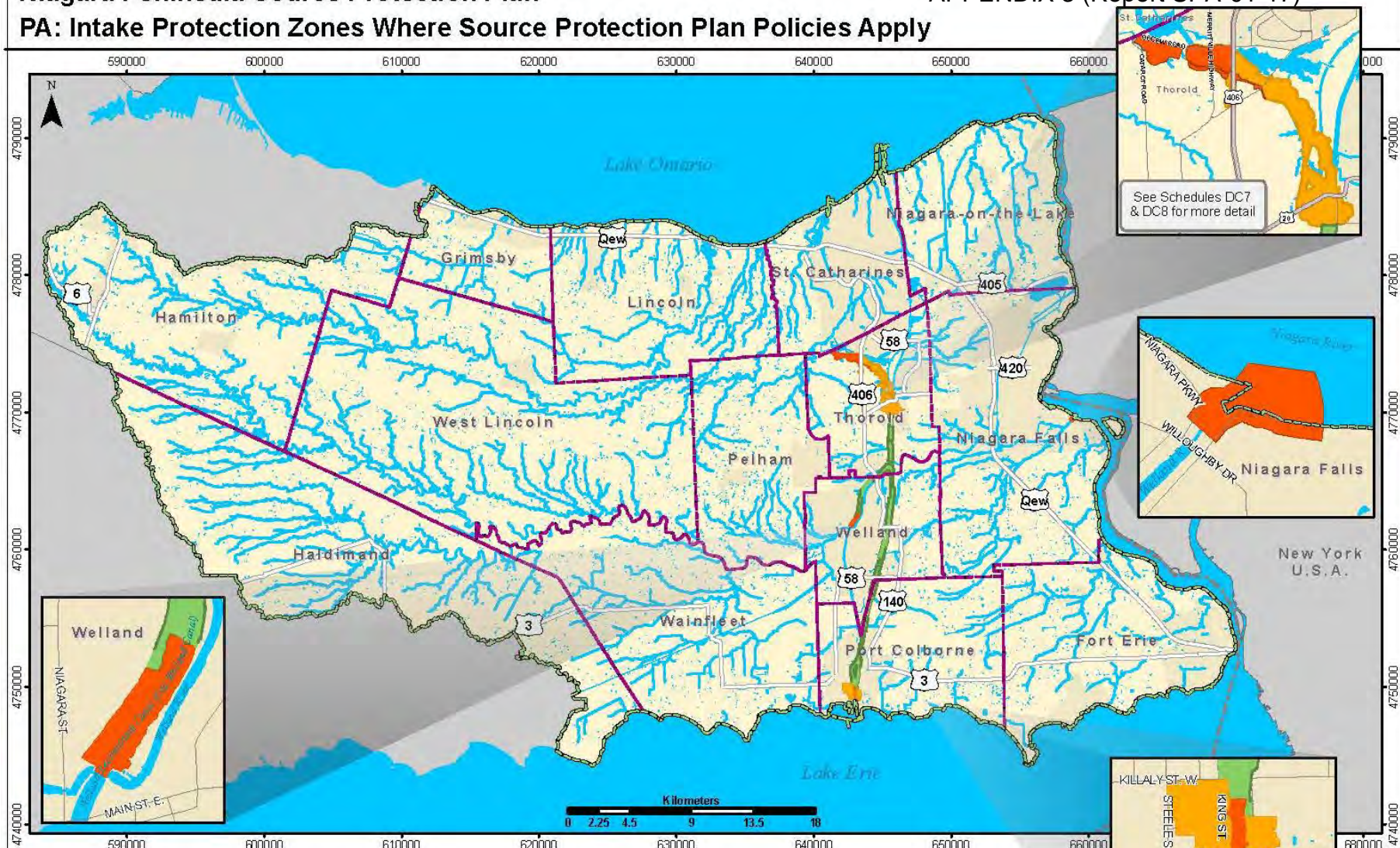
1. *Protecting existing and future drinking water sources in the Niagara Peninsula Source Protection Area; and*
2. *Ensuring through management or prohibition, that activities identified as drinking water threats either never become a significant threat or, if the activity is already taking place, the activity ceases to be a significant threat.*

(Section 2.1, Source Protection Plan)

Niagara Peninsula Source Protection Plan

PA: Intake Protection Zones Where Source Protection Plan Policies Apply

APPENDIX 3 (Report SPA-01-17)



- | | | |
|------------------|----------------------------|---------|
| — Major Highways | - - - International Border | ● IPZ-1 |
| — Major Roads | ▭ Municipal Boundaries | ● IPZ-2 |
| ~ Watercourses | ▭ Urban Area Boundaries | ● IPZ-3 |
| ■ Waterbodies | ⌘ Plan Jurisdiction | |

Disclaimer: This map is intended for illustrative purposes only. All Frames: North American Datum 1983, Universal Transverse Mercator 6° Projection, Zone 17N, Central Meridian 81° West. Produced by the Niagara Peninsula Conservation Authority with data supplied under licence by members of the Ontario Geospatial Data Exchange and by Niagara Region, 2013.

October 9, 2013

Background

- The Plan came into effect Oct 2014
- The 1st annual report covers 3 years:
 - October to December 2014
 - 2015, and
 - 2016
- MOECC has provided, and prescribed, the annual reporting formats:
 - a detailed Supplemental Form, and
 - an Annual Progress report for the public

Source Protection Plan Implementers

- Ministry of Environment & Climate Change,
- Ministry of Transportation, and
- Ministry of Agriculture Food & Rural Affairs
- Niagara Region
- Cities of Thorold, Niagara Falls, Port Colborne and Welland
- St. Lawrence Seaway Management Corporation
- Niagara Peninsula Conservation Authority



ANNUAL REPORT SUMMARY

Source Protection Plan Policies

- Of the 47 Significant drinking water threat policies
70% Implemented (33 policies)
30% In progress/some progress made (14 policies)
- Of the non-Threat Specific Policies (strategic action signage and Education & Outreach)
20% Implemented (1 policy)
80% In progress (4 policies)

Significant Threat Progress

Threat Type	Original	Added	Removed	Addressed	To be addressed
ASM application, storage and livestock grazing	24	0	15	0	9
NASM application	0	1	1	0	0
Diesel/gasoline transportation, storage handling	36	0	0	36	0
Transportation ASM/ NASM	6	0	0	6	0
Total	66	1	16	42	9

ASM – agricultural source material

NASM – non-agricultural source material

Land Use Planning

4 Official Plan conformity exercises required by October 2017

- 2 completed (Niagara Region/ Thorold),
2 in progress (Port Colborne/ Niagara Falls)

3 Zoning By-Law conformity exercises required

- None completed, 3 in progress to meet October 2017 deadline

Provincial Progress

- *Screening process in place to identify applications potentially affected by source protection policies*
- *Staff trained on source protection*
- *System in place to track provincial instruments subject to source protection policies*
- *Process in place to map provincial instruments subject to source protection policies*

Source Protection Committee

- Progress on achieving Source Protection Plan objectives:

“Progressing Well/ On Target”

“Early source protection plan implementers have generally met their timelines. The remaining implementers appear on track to meet their October 2017 deadlines.”

Future 2017 Source Protection Activities

- Updating Official Plans (Niagara Falls, Port Colborne) and Zoning By-laws (Thorold, Niagara Falls, Port Colborne)
- Updating Emergency Response Plans (Thorold, Port Colborne, Welland)
- Yellow Fish Road education and outreach and Niagara Children's Water Festival
- Preparation of a workplan to update the Source Protection Assessment Report and Source Protection Plan

Questions?



www.sourceprotection-niagara.ca



NIAGARA PENINSULA SOURCE PROTECTION COMMITTEE

WELLAND

March 7, 2017

7:00 p.m.

DRAFT MINUTES

MEMBERS PRESENT: M. Bellantino-Perco (Acting chair)
 T. Dalimonte
 P. Grenier
 D. Renshaw (by proxy)
 D. Semple
 C. Vega
 A. Willems

MEMBERS ABSENT: R. Bator
 D. Renshaw

LIAISONS PRESENT: G. Hudgin, Niagara Public Health Representative
 B. Forrest, Ministry of the Environment & Climate Change

LIAISONS ABSENT: B. Baty, Niagara Peninsula Conservation Authority

STAFF PRESENT: J. Campbell, Manager, Special Projects
 S. Miller, Manager, Water Resources & Restoration
 D. Gullett, Recording Secretary

OTHERS PRESENT: J. Croswell, Niagara Region
 M. Halder, Research & Planning Analyst, MOECC
 via teleconference

ROLL CALL

DECLARATION OF CONFLICT OF INTEREST

ADOPTION OF AGENDA

BUSINESS:

Jayne Campbell called the meeting to order at 7:10 p.m., welcomed everyone and requested anyone wishing to be Acting Chair to raise their hand. Ms. Bellantino-Perco volunteered and this was unanimously voted on. The Acting Chair mentioned there is a proxy this evening from Mr. Renshaw to Ms. Bellantino-Perco, therefore the votes are to be recorded. The Acting Chair requested that if anyone had a conflict of interest to declare it. There being none,

the following resolution was then presented.

SPCR-01-17

MOVED BY: D. Semple

SECONDED BY: T. Dalimonte

THAT: The agenda be accepted as presented.

	Yes	No		Yes	No		Yes	No
T. Dalimonte	√		P. Grenier	√		D. Renshaw	√	
D. Semple	√		C. Vega	√		A. Willems	√	

“CARRIED UNANIMOUSLY”

(1) MINUTES – SEPTEMBER 15, 2016 SPC MEETING

The Acting Chair stated the minutes of the September 15 2016 meeting were approved previously by way of correspondence. The revised minutes were available to the committee. Mr. Grenier mentioned he was absent for this meeting but the recorded votes showed him as being in attendance. These minutes will be amended to reflect this change.

(2) BUSINESS ARISING FROM THE MINUTES

Mr. Campbell asked Ms. Croswell about the status of the proposed intake relocation at DeCew, from the previous meeting. She responded the work planned is approximately 5 years out, but this could change depending on completing priorities.

Mr. Semple inquired if there was an update on the initiative for the First Nations SWP in Ontario. Ms. Forrest responded there is still a lot work behind the scenes infrastructure, certification. They are targeting a launch date for this fall, but this is being very optimistic.

(3) UPDATE FROM THE PROJECT MANAGER

Mr. Campbell mentioned NPCA along with Niagara Region will be attending a municipal engagement working group meeting in London on March 8. This is part of the province’s analysis of the source water program to identify future priorities such as mechanisms for adding new drinking water systems.

The next Chair’s and Project Manager’s meeting is March 27 to 29 in Toronto. Niagara’s representative will be the Acting Chair unless one is appointed by the Minister before then. Jayme attended the last meeting with Mark Neufeld (past

SPC Chair) in November, 2016 when Brian Wright (previous project manager) was on holidays.

The NPCA Achievement Awards were held in February, and Mark Neufeld received an Award of Merit for his ten plus years of involvement with the source water program.

Since the last SPC meeting, NPCA has been working with the Niagara Region at the DeCew Reservoirs. This project is to monitor water levels at the Middle Reservoir and southern Interceptor Channel. This data will be used to assist the RMO in discussions with the adjacent landowner on a Risk Management Plan.

NPCA has been in contact with MOECC, and soon the MTO will switch the source water protection signs putting the bilingual ones in Welland rather than Thorold.

The SPA funding workplan for April 2017 until March 2018 has been submitted to the province, and lastly a Niagara College student is working on the water budget data creating graphs of average soil moisture conditions to assist with on-going interpretation of drought conditions.

(4) 2016 RISK MANAGEMENT OFFICIAL ANNUAL REPORT SPC-01-17

This is Niagara Region's third annual Risk Management Official's Report. Under Part IV Powers of the Clean Water Act, a landowner engaged in a significant threat activity is required to develop a Risk Management Plan to ensure the activity does not contaminate the drinking water sources in that area. Originally there were eight parcels requiring a RMP in proximity of the DeCew Water Treatment Plant. One property owner/operator requires a risk management plan, and two property owners/operators have potential significant threats on their property. Site visits were conducted in 2016 which confirmed the elimination of six significant threats.

The middle reservoir berm in the IPZ-1 was improved by Niagara Region. The property to the south does not currently apply agricultural source material. Mr. Semple was surprised none of the RMP's are in place or implemented yet, and inquired about the consequences of not having this done. Ms. Croswell responded it is more to alert the owner of problems that may arise, and it is the RMO's responsibility to follow the implementation process. The following resolution was presented:

SPCR-02-17

MOVED BY: P. Grenier

SECONDED BY: A. Willems

THAT: the Source Protection Committee receive this report dated March, 2017.

	Yes	No		Yes	No		Yes	No
T. Dalimonte	√		P. Grenier	√		D. Renshaw	√	
D. Semple	√		C. Vega	√		A. Willems	√	

“CARRIED UNANIMOUSLY”

(5) MOECC SUPPLEMENTAL ANNUAL PROGRESS REPORT SPC-02-17

Mr. Campbell had a short slide show presentation of an overview of the Annual Progress “Supplemental” form. The MOECC has provided three options for the SPC to choose from in answering the following question:

“In the opinion of the SPC, to what extent have the objectives of the SPP been achieved in this reporting period.”

- Progressing Well / On Target
- Satisfactory
- Limited Progress Made

The Acting-Chair said the requirement is for this committee to bring their recommendation to the SPA in April. The committee was content indicating we are progressing well / on target and based on the 30 percent balance of the policies to implement which are mainly administrative. The following resolution was presented:

SPCR-03-17

MOVED BY: P. Grenier

SECONDED BY: T. Dalimonte

THAT: the Source Protection Plan is progressing well and on target on the achievement of the Source Protection Plan objectives for the MOECC Supplemental Annual Progress Report.

	Yes	No		Yes	No		Yes	No
T. Dalimonte	√		P. Grenier	√		D. Renshaw	√	
D. Semple	√		C. Vega	√		A. Willems	√	

“CARRIED UNANIMOUSLY”

(6) 2016 ANNUAL PROGRESS REPORT SPC-03-17

This report provides information on the template prescribed by the province for the public posting of progress made in implementing the Source Protection Plan. The one change is this report is authored by the SPA and not the SPC as in the past for the Assessment Report and the Source Protection Plan.

The goal of annual reporting is to track and advise the public on the implementation of the Source Protection Plan is to protect Ontario’s drinking

water sources.

The following resolution was presented:

SPCR-04-17

MOVED BY: D. Semple

SECONDED BY: C. Vega

THAT: the Source Protection Committee (SPC) agreed with the staff recommended text of the Annual Progress Report.

	Yes	No		Yes	No		Yes	No
T. Dalimonte	√		P. Grenier	√		D. Renshaw	√	
D. Semple	√		C. Vega	√		A. Willems	√	

“CARRIED UNANIMOUSLY”

(7) SECTION 36 WORKPLAN – REPORT SPC-04-17

This report provides an overview of the Section 36 minister’s requirement for a workplan to review potential updates for the Source Protection Plan and Assessment Report. This is due to the MOECC before November 30, 2017, and once received, the Minister may then issue another order specifying detailed requirements governing the content and timeframes of the review.

For the Source Protection Authority meeting in April, a stakeholder consultation letter will be provided to the Source Protection Authority for review and initiate the consultation process. The Source Protection Committee recommends the SPA approve the SPC providing direction to preparation of the workplan investigation. Stakeholders would include SPA municipalities, implementers and stakeholders previously expressing interest in development of the Source Protection Plan. The letter would also be distributed through social media and our website.

In June, workshops will be held with daytime and evening sessions. It is hoped SPC members can attend instead of having a separate independent meeting.

The workplan could then be presented to the Source Protection Authority Board at their September or October meeting for approval.

(8) OTHER BUSINESS

Mr. Grenier mentioned the City of Welland is reviewing the bylaw which prohibits motorized boats in the Old Welland Canal. They are considering allowing motorized craft again in proximity of the intake on the canal. The Region has sent a letter to the city identifying this could pose a problem.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:17 pm.

SPCR-05-17

MOVED BY: P. Grenier

SECONDED BY: A. Willems

THAT: this meeting now adjourn.

	Yes	No		Yes	No		Yes	No
T. Dalimonte	√		P. Grenier	√		D. Renshaw	√	
D. Semple	√		C. Vega	√		A. Willems	√	

“CARRIED UNANIMOUSLY”

“D. Gullett, Recording Secretary

“M. Bellantino-Perco, Acting Chair”

Report To: Source Protection Authority (SPA) Board of Directors

Subject: Source Protection Plan Update

Report No: SPA 02-17

Date: May 17, 2017

RECOMMENDATION:

That the Source Protection Authority authorize staff to begin stakeholder and public consultation on the workplan to update the existing Source Protection Plan (December 2013).

PURPOSE:

To seek Board approval to undertake a workplan to update the existing Source Protection Plan (December 2013).

BACKGROUND:

The Minister of the Environment and Climate Change issued a "Section 36 Order" in 2015 to the Niagara Peninsula Source Protection Authority (Appendix 1). This order is for the preparation of a workplan to update the existing Niagara Peninsula Source Protection Plan and Assessment Report. The workplan is to be submitted to the Ministry no later than November 30, 2017.

REPORT

Development of the workplan is anticipated to be undertaken as follows:

- April 2017 to Mid - June 2017

Staff will review and analyze the existing Source Protection Plan and Assessment Report and will indicate any new information obtained from various environmental monitoring programs, any changes to municipal infrastructure, and any new provincial technical rules. Staff will also review the Source Protection Plan policy effectiveness and highlight any challenges facing the implementation of the Source Protection Plan. Staff will then summarize this preliminary analysis with the associated recommended updates to the Plan for presentation to stakeholders and the public.

In late June, a workshop will be held for stakeholders (i.e. local municipalities, Region of Niagara, Ontario Federation of Agriculture, St. Lawrence Seaway, etc) and members of the public in order to:

- 1) Present the results of staff's preliminary analysis of issues and challenges facing the existing Source Protection Plan.

- 2) Recommend areas of the Source Protection Plan to be updated.
- 3) Obtain feedback and comments regarding the proposed updates to the existing Source Protection Plan from stakeholders and the public.

Invitations will be sent out via letter to all stakeholders and notices will be posted on social media and the Source Water Protection website to solicit written comments regarding the proposed updates to the Source Protection Plan.

- July 2017 - August 2017

Based on the comments received, staff will draft a preliminary workplan to undertake the proposed updates to the Source Protection Plan including preliminary costs.

- September 2017

Staff will circulate the draft workplan to stakeholders, the public, and the Source Protection Committee for review and comment.

- October 2017

Based on comments received, staff will finalize the workplan and will submit it to the Source Protection Authority for review and approval.

- November 2017

Should the Source Protection Authority approve the proposed workplan to update the existing Source Protection Plan, this workplan will then be submitted to the Ministry of the Environment and Climate Change for their review and approval.

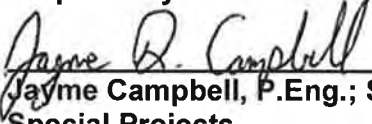
FINANCIAL IMPLICATIONS:

There are no additional financial implications. The MOECC has provided sufficient funds for stakeholder engagement in the 2017-2018 Source Protection Funding Agreement (report SPA-03-17).

RELATED REPORTS AND APPENDICES:

1. Appendix 1 - Source Protection Plan Update (Section 36) Order Letter from MOECC dated October 2015 (attached)

Prepared by:


Jayme Campbell, P.Eng.; Supervisor
Special Projects

Reviewed by:


Steve Miller, P.Eng.; Manager
Water Resource & Restoration

Submitted by:


Mark Brickell,
Acting CAO - Secretary Treasurer

Ministry of the Environment
and Climate Change

Ministère de l'Environnement et de
l'Action en matière de changement
climatique

Office of the Minister

Bureau du ministre

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Téléc: 416-314-6748



OCT 13 2015

ENV1283MC-2012-2158

Mr. Mark Neufeld
Chair, Niagara Source Protection Committee
740 Ridge Road North
Ridgeway, ON, L0S 1N0

Mr. Bruce Timms
Chair, Niagara Source Protection Authority
250 Thorold Road West, 3rd Floor
Welland, ON, L3C 3W2

Dear Mr. Neufeld and Mr. Timms:

I am writing to you, further to the approval of the Niagara Peninsula source protection plan. You will recall that when the previous Minister, the Honourable Jim Bradley, approved the plan on December 12, 2013, there was no decision on the timing for the future review of the plan. Staff have since consulted with the Niagara Peninsula source protection authority and the source protection committee on the preferred approach for future plan review, and I am issuing you an updated Section 36 Order, consistent with those I have issued for other approved plans in the province, containing details regarding this approach.

Pursuant to clauses 36 (1) (c) and (d), and as an initial step in the development of detailed requirements to govern the plan's review, the Niagara Peninsula source protection authority shall prepare and submit a workplan to the ministry. The workplan shall propose the detailed steps for the review of the plan, including which portions of the plan are to be reviewed, the timeframes for each step of the review, the consultation that would be undertaken as part of the review, and rationale for each step. A summary of how the workplan was developed shall also be included. The workplan shall be developed in consultation with the Niagara Peninsula source protection committee, participating municipalities of the source protection area, and the Ministry of the Environment and Climate Change.

The development of the workplan must take into consideration any experience that has been gained from implementing the source protection plan and information from the first annual progress report on plan implementation (due May 2017). Accordingly, the workplan shall be submitted to the ministry no later than November 30, 2017.

Once the workplan is submitted and reviewed by the ministry, and following any further consultation that the ministry considers advisable, a further order can be issued under section 36 that specifies more detailed requirements outlining the content and timeframes that will govern the review of the Niagara Peninsula source protection plan.

Staff have informed me of the actions that have been taken by those responsible for the policies within the Niagara Peninsula, and your community is to be commended on the manner in which implementation is proceeding. Significant progress has been made in source protection and the Province looks forward to continuing to work with you and all stakeholders to protect drinking water.

Once again, thank you for your commitment to protect Ontario's source waters, and please accept my best wishes.

Sincerely,



Glen Murray
Minister

- c: Paul Evens, Deputy Minister, Ministry of the Environment and Climate Change
Sue Lo, Assistant Deputy Minister, DWMD, Ministry of the Environment and Climate Change
Heather Malcomson, Director, SPPB, Ministry of the Environment and Climate Change

Report To: Source Protection Authority (SPA) Board of Directors

Subject: MOECC Source Protection Funding

Report No: SPA 03-17

Date: May 17, 2017

RECOMMENDATION:

That Report SPA 03-17 be received for information.

PURPOSE:

To advise the Source Protection Authority Board that the Ministry of the Environment and Climate Change (MOECC) has agreed to fund \$188,190 to support 1.40 full-time equivalents, the Source Protection Committee and associated disbursements at the Niagara Peninsula Source Protection Authority for the period April 2017 to March 2018.

BACKGROUND:

The NPCA submitted their draft funding workplan in December 2016 for the upcoming provincial fiscal year (April 2017 to March 2018) as required by the MOECC. This involved populating a template, provided by the province, after discussing program needs for the coming year internally and with the MOECC. The agreement was signed March 30, 2017.

The funds are provided by the province to maintain a support framework for local source protection in the Niagara Peninsula Source Protection Area through to March 31, 2018. The funds should be sufficient for the proposed works. These works will include the engagement of local and regional stakeholders, provision of source protection expertise, coordination of local activities that support the implementation of the Niagara Peninsula Source Protection Plan (SPP), and reporting requirements under the Plan and the Clean Water Act.


RELATED REPORTS AND APPENDICES:

1. Appendix 1 - Niagara 2017-2018 Drinking Water Source Protection Program Agreement (attached)

Prepared by:


Jayme Campbell, P.Eng.;
Supervisor, Special Projects

Reviewed by:


Steve Miller, P.Eng.;
Manager, Water Resource & Restoration

Submitted by:


Mark Brickell;
Acting CAO - Secretary Treasurer

ONTARIO TRANSFER PAYMENT AGREEMENT
2017-18 DRINKING WATER SOURCE PROTECTION PROGRAM

File No. 1718DWSP_Niagara

THE AGREEMENT is effective as of March 31, 2017.

B E T W E E N:

**Her Majesty the Queen in right of Ontario as represented by
the Minister of the Environment and Climate Change**

(the “**Province**”)

- and -

Niagara Peninsula Conservation Authority

(the “**Recipient**”)

CONSIDERATION

In consideration of the mutual covenants and agreements contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 This Agreement, including:

Schedule “A” -	General Terms and Conditions
Schedule “B” -	Project Specific Information and Additional Provisions
Schedule “C” -	Project Description
Schedule “D” -	Budget
Schedule “E” -	Payment Plan
Schedule “F” -	Reporting, and

any amending agreement entered into as provided for below,

constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 COUNTERPARTS AND TRANSMISSION

- 2.1 The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.
- 2.2 The Agreement may be validly executed and delivered by means of transmission of signed facsimile or by email transmission of an electronically scanned original signature (such as in PDF file format).

3.0 AMENDING THE AGREEMENT

- 3.1 The Agreement may only be amended by a written agreement duly executed by the Parties.

4.0 ACKNOWLEDGEMENT

- 4.1 The Recipient acknowledges that:
 - (a) by receiving Funds it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);
 - (b) Her Majesty the Queen in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
 - (c) the Funds are:
 - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
 - (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
 - (d) the Province is not responsible for carrying out the Project.

- SIGNATURE PAGE FOLLOWS -

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of the Environment and
Climate Change**

Date

Name: Orna Salamon
Title: Assistant Deputy Minister, Drinking Water
Management Division

Niagara Peninsula Conservation Authority

Date

Name: Peter Graham
Title: Acting Chief Administrative Officer

I have authority to bind the Recipient.

SCHEDULE “A” GENERAL TERMS AND CONDITIONS

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 Interpretation. For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) “include”, “includes” and “including” denote that the subsequent list is not exhaustive.

A1.2 Definitions. In the Agreement, the following terms will have the following meanings:

“Additional Provisions” means the terms and conditions referred to in section A9.1 and as specified in Schedule “B”.

“Agreement” means this agreement entered into between the Province and the Recipient and includes all of the schedules listed in section 1.1 and any amending agreement entered into pursuant to section 3.1.

“Budget” means the budget attached to the Agreement as Schedule “D”.

“Business Day” means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year’s Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

“Effective Date” means the date set out at the top of the Agreement.

“Event of Default” has the meaning ascribed to it in section A15.1.

“Expiry Date” means the date on which the Agreement will expire and is the date set out in Schedule “B”.

“Funding Year” means:

- (a) in the case of the first Funding Year, the period commencing on the

Effective Date and ending on the following March 31; and

- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means Her Majesty the Queen in right of Ontario, Her ministers, agents, appointees, and employees.

“Maximum Funds” means the maximum amount the Province will provide the Recipient under the Agreement as set out in Schedule “B”.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default, and includes any such period or periods of time by which the Province extends that time in accordance with section A15.4.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Project” means the undertaking described in Schedule “C”.

“Reports” means the reports described in Schedule “F”.

A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

A2.1 General. The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and

complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and authority to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement.

A2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain, in writing, and will follow:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to enable the ongoing effective functioning of the Recipient;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the Project successfully;
- (f) procedures to enable the Recipient, in a timely manner, to identify risks to the completion of the Project, and strategies to address the identified risks;
- (g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (h) procedures to enable the Recipient to deal with such other matters as the Recipient considers necessary to ensure that the Recipient carries out its obligations under the Agreement.

A2.4 Supporting Documentation. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in this Article A2.0.

A3.0 TERM OF THE AGREEMENT

A3.1 Term. The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A13.0, Article A14.0, or Article A15.0.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 Funds Provided. The Province will:

- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying

out the Project;

- (b) provide the Funds to the Recipient in accordance with the Payment Plan attached to the Agreement as Schedule “E”; and
- (c) deposit the Funds into an account designated by the Recipient provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

A4.2 Limitation on Payment of Funds. Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the insurance certificate or other proof as the Province may request pursuant to section A12.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project;
- (c) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province’s assessment of the information the Recipient provides to the Province pursuant to section A7.1; and
- (d) if, pursuant to the *Financial Administration Act* (Ontario), the Province does not receive the necessary appropriation from the Ontario Legislature for payment under the Agreement, the Province is not obligated to make any such payment, and, as a consequence, the Province may:
 - (i) reduce the amount of Funds and, in consultation with the Recipient, change the Project; or
 - (ii) terminate the Agreement pursuant to section A14.1.

A4.3 Use of Funds and Carry Out the Project. The Recipient will do all of the following:

- (a) carry out the Project;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget;
- (d) not use the Funds to cover any cost that has been or will be funded or reimbursed by one or more of any third party, any ministry, agency, or organization of the Government of Ontario.

A4.4 No Changes. The Recipient will not make any changes to the Project or the Budget without the prior written consent of the Province.

A4.5 Interest Bearing Account. If the Province provides Funds before the

Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest bearing account in the name of the Recipient at a Canadian financial institution.

A4.6 Interest. If the Recipient earns any interest on the Funds, the Province may:

- (a) deduct an amount equal to the interest from any further instalments of Funds; or
- (b) demand from the Recipient the repayment of an amount equal to the interest.

A4.7 Maximum Funds. The Recipient acknowledges that the Funds available to it pursuant to the Agreement will not exceed the Maximum Funds.

A4.8 Rebates, Credits, and Refunds. The Recipient acknowledges that the amount of Funds available to it pursuant to the Agreement is based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS

A5.1 Acquisition. If the Recipient acquires goods, services, or both with the Funds, it will:

- (a) do so through a process that promotes the best value for money; and
- (b) comply with the *Broader Public Sector Accountability Act, 2010* (Ontario), including any procurement directive issued thereunder, to the extent applicable.

A5.2 Disposal. The Recipient will not, without the Province's prior written consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as set out in Schedule "B" at the time of purchase.

A6.0 CONFLICT OF INTEREST

A6.1 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest.

A6.2 Conflict of Interest Includes. For the purposes of this Article, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions,

has outside commitments, relationships, or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.3 Disclosure to Province. The Recipient will:

- (a) disclose to the Province, without delay, any situation that a reasonable person would interpret as an actual, potential, or perceived conflict of interest; and
- (b) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

A7.0 REPORTING, ACCOUNTING, AND REVIEW

A7.1 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address referred to in section A19.1, all Reports in accordance with the timelines and content requirements set out in Schedule "F", or in a form as specified by the Province from time to time;
- (b) submit to the Province at the address referred to in section A19.1, any other reports as may be requested by the Province in accordance with the timelines and content requirements specified by the Province;
- (c) ensure that all Reports and other reports are completed to the satisfaction of the Province; and
- (d) ensure that all Reports and other reports are signed on behalf of the Recipient by an authorized signing officer.

A7.2 Record Maintenance. The Recipient will keep and maintain:

- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and
- (b) all non-financial documents and records relating to the Funds or otherwise to the Project.

A7.3 Inspection. The Province, any authorized representative, or any independent auditor identified by the Province may, at the Province's expense, upon twenty-four hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's allocation and expenditure of the Funds and, for these purposes, the Province, any authorized representative, or any independent auditor identified by the Province may take one or more of the following actions:

- (a) inspect and copy the records and documents referred to in section A7.2;
- (b) remove any copies made pursuant to section A7.3(a) from the Recipient's premises; and
- (c) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds, the Project, or both.

A7.4 Disclosure. To assist in respect of the rights set out in section A7.3, the Recipient will disclose any information requested by the Province, any authorized representatives, or any independent auditor identified by the Province, and will do so in the form requested by the Province, any authorized representative, or any independent auditor identified by the Province, as the case may be.

A7.5 No Control of Records. No provision of the Agreement will be construed so as to give the Province any control whatsoever over the Recipient's records.

A7.6 Auditor General. For greater certainty, the Province's rights under this Article are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

A8.0 COMMUNICATIONS REQUIREMENTS

A8.1 Acknowledge Support. Unless otherwise directed by the Province, the Recipient will:

- (a) acknowledge the support of the Province for the Project; and
- (b) ensure that the acknowledgement referred to in section A8.1(a) is in a form and manner as directed by the Province.

A8.2 Publication. The Recipient will indicate, in any of its Project-related publications, whether written, oral, or visual, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

A9.0 FURTHER CONDITIONS

A9.1 Additional Provisions. The Recipient will comply with any Additional Provisions. In the event of a conflict or inconsistency between any of the requirements of the Additional Provisions and any requirements of this Schedule

“A”, the Additional Provisions will prevail.

A10.0 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

A10.1 FIPPA. The Recipient acknowledges that the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

A11.0 INDEMNITY

A11.1 Indemnification. The Recipient hereby agrees to indemnify and hold harmless the Indemnified Parties from and against any and all liability, loss, costs, damages, and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits, or other proceedings, by whomever made, sustained, incurred, brought, or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with the Agreement, unless solely caused by the negligence or wilful misconduct of the Indemnified Parties.

A11.2 Recipient's Participation. The Recipient will, at its expense, to the extent requested by the Province, participate in or conduct the defence of any proceeding against any Indemnified Parties and any negotiations for their settlement.

A11.3 Province's Election. The Province may elect to participate in or conduct the defence of any proceeding by providing Notice to the Recipient of such election without prejudice to any other rights or remedies of the Province under the Agreement, at law, or in equity. Each Party participating in the defence will do so by actively participating with the other's counsel.

A11.4 Settlement Authority. The Recipient will not enter into a settlement of any proceeding against any Indemnified Parties unless the Recipient has obtained the prior written approval of the Province. If the Recipient is requested by the Province to participate in or conduct the defence of any proceeding, the Province will co-operate with and assist the Recipient to the fullest extent possible in the proceeding and any related settlement negotiations.

A11.5 Recipient's Co-operation. If the Province conducts the defence of any proceedings, the Recipient will co-operate with and assist the Province to the fullest extent possible in the proceedings and any related settlement negotiations.

A12.0 INSURANCE

A12.1 Recipient's Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the

Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule “B” per occurrence. The policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient’s obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) a 30 day written notice of cancellation.

A12.2 Proof of Insurance. The Recipient will:

- (a) provide to the Province, either:
 - (i) certificates of insurance that confirm the insurance coverage as provided for in section A12.1; or
 - (ii) other proof that confirms the insurance coverage as provided for in section A12.1; and
- (b) upon the request of the Province, provide to the Province a copy of any insurance policy.

A13.0 TERMINATION ON NOTICE

A13.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving at least 30 days’ Notice to the Recipient.

A13.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A13.1, the Province may take one or more of the following actions:

- (a) cancel all further instalments of Funds;
- (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
 - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A13.2(b); and
 - (ii) subject to section A4.8, provide Funds to the Recipient to cover such

costs.

A14.0 TERMINATION WHERE NO APPROPRIATION

A14.1 Termination Where No Appropriation. If, as provided for in section A4.2(d), the Province does not receive the necessary appropriation from the Ontario Legislature for any payment the Province is to make pursuant to the Agreement, the Province may terminate the Agreement immediately without liability, penalty, or costs by giving Notice to the Recipient.

A14.2 Consequences of Termination Where No Appropriation. If the Province terminates the Agreement pursuant to section A14.1, the Province may take one or more of the following actions:

- (a) cancel all further instalments of Funds;
- (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project and permit the Recipient to offset such costs against the amount owing pursuant to section A14.2(b).

A14.3 No Additional Funds. For greater clarity, if the costs determined pursuant to section A14.2(c) exceed the Funds remaining in the possession or under the control of the Recipient, the Province will not provide additional Funds to the Recipient.

A15.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A15.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
 - (i) carry out the Project;
 - (ii) use or spend Funds; or
 - (iii) provide, in accordance with section A7.1, Reports or such other reports as may have been requested pursuant to section A7.1(b);
- (b) the Recipient's operations, or its organizational structure, changes such that it no longer meets one or more of the eligibility requirements of the program under

which the Province provides the Funds;

- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver; or
- (d) the Recipient ceases to operate.

A15.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel all further instalments of Funds;
- (f) demand the repayment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand the repayment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand the repayment of an amount equal to any Funds the Province provided to the Recipient; and
- (i) terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province upon giving Notice to the Recipient.

A15.3 Opportunity to Remedy. If, in accordance with section A15.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will provide Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A15.4 Recipient not Remediating. If the Province has provided the Recipient with an opportunity to remedy the Event of Default pursuant to section A15.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice

Period;

- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A15.2(a), (c), (d), (e), (f), (g), (h), and (i).

A15.5 When Termination Effective. Termination under this Article will take effect as set out in the Notice.

A16.0 FUNDS AT THE END OF A FUNDING YEAR

A16.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A15.0, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand the return of the unspent Funds; and
- (b) adjust the amount of any further instalments of Funds accordingly.

A17.0 FUNDS UPON EXPIRY

A17.1 Funds Upon Expiry. The Recipient will, upon expiry of the Agreement, return to the Province any Funds remaining in its possession or under its control.

A18.0 REPAYMENT

A18.1 Repayment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay an amount equal to the excess Funds to the Province.

A18.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands the payment of any Funds or an amount equal to any Funds from the Recipient; or

- (b) the Recipient owes any Funds or an amount equal to any Funds to the Province, whether or not their return or repayment has been demanded by the Province,

such Funds or other amount will be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient will pay or return the amount to the Province immediately, unless the Province directs otherwise.

A18.3 Interest Rate. The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.

A18.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the “Ontario Minister of Finance” and delivered to the Province at the address referred to in section A19.1.

A18.5 Fails to Repay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to repay any amount owing under the Agreement, Her Majesty the Queen in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by Her Majesty the Queen in right of Ontario.

A19.0 NOTICE

A19.1 Notice in Writing and Addressed. Notice will be in writing and will be delivered by email, postage-prepaid mail, personal delivery, or fax, and will be addressed to the Province and the Recipient respectively as set out in Schedule “B”, or as either Party later designates to the other by Notice.

A19.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of email, personal delivery, or fax, one Business Day after the Notice is delivered.

A19.3 Postal Disruption. Despite section A19.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be received; and
- (b) the Party giving Notice will provide Notice by email, personal delivery, or fax.

A20.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A20.1 Consent. When the Province provides its consent pursuant to the Agreement, it may impose any terms and conditions on such consent and the Recipient will comply with such terms and conditions.

A21.0 SEVERABILITY OF PROVISIONS

A21.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision will be deemed to be severed.

A22.0 WAIVER

A22.1 Waivers in Writing. If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the Notice provisions in Article A19.0. Any waiver must refer to a specific failure to comply and will not have the effect of waiving any subsequent failures to comply.

A23.0 INDEPENDENT PARTIES

A23.1 Parties Independent. The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any actions that could establish or imply such a relationship.

A24.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A24.1 No Assignment. The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A24.2 Agreement Binding. All rights and obligations contained in the Agreement will extend to and be binding on the Parties' respective heirs, executors, administrators, successors, and permitted assigns.

A25.0 GOVERNING LAW

A25.1 Governing Law. The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A26.0 FURTHER ASSURANCES

A26.1 Agreement into Effect. The Recipient will provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains, and will otherwise do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A27.0 JOINT AND SEVERAL LIABILITY

A27.1 Joint and Several Liability. Where the Recipient is comprised of more than one entity, all such entities will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A28.0 RIGHTS AND REMEDIES CUMULATIVE

A28.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A29.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A29.1 Other Agreements. If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a “**Failure**”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A30.0 SURVIVAL

A30.1 Survival. The following Articles and sections, and all applicable cross-referenced sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 3.0, Article A1.0 and any other applicable definitions, sections A4.2(d), A4.6, section A5.2, section A7.1 (to the extent that the Recipient has not provided the Reports or other reports as may have been requested to the

satisfaction of the Province), sections A7.2, A7.3, A7.4, A7.5, A7.6, Article A8.0, Article A11.0, sections A13.2, sections A14.2, A14.3, sections A15.1, A15.2(d), (e), (f), (g) and (h), Article A17.0, Article A18.0, Article A19.0, Article A21.0, section A24.2, Article A25.0, Article A27.0, Article A28.0, Article A29.0 and Article A30.0.

- END OF GENERAL TERMS AND CONDITIONS -

SCHEDULE “B”
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds	\$188,190.00
Expiry Date	90 days after the final report due date in Schedule “F”
Amount for the purposes of section A5.2 (Disposal) of Schedule “A”	\$1,000.00
Insurance	\$ 2,000,000.00
Contact information for the purposes of Notice to the Province	<p>Name: Ministry of the Environment and Climate Change Source Protection Programs Branch</p> <p>Address: 40 St. Clair Avenue West, 14th Floor Toronto, Ontario M4V 1M2</p> <p>Attention: Pat Kinch, Manager</p> <p>Fax: (416) 327-6926</p> <p>Email: Pat.Kinch@ontario.ca</p> <p>Telephone: (416) 314-0456</p>
Contact information for the purposes of Notice to the Recipient	<p>Name: Niagara Peninsula Conservation Authority</p> <p>Address: 250 Thorold Road West, 3rd Floor</p> <p>Attention: Jayme D. Campbell</p> <p>Fax: 905-788-1121</p> <p>Email: jcampbell@npca.ca</p> <p>Telephone: 905-788-3135 ext. 261</p>

Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement	Name: Niagara Peninsula Conservation Authority Address: 250 Thorold Road West, 3 rd Floor Attention: John Wallace Fax: 905-788-1121 Email: jwallace@npca.ca Telephone: 905-788-3135 ext. 258
Recipient's Canada Revenue Agency Business Number – for compliance with the <i>Financial Administration Act</i> (Ontario)	107773624

Additional Provisions:

B.1 The following definitions are added to section A1.2 in alphabetical order:

“Act” means the *Clean Water Act, 2006* as amended from time to time.

“AODA” means the *Accessibility for Ontarians with Disabilities Act, 2005* and its regulations.

“AR” means any of the assessment reports for a Source Protection Area or Source Protection Region that is required by the Act.

“Assessment Report Database” means the repository at Conservation Ontario that houses the vulnerable area mapping and the types and location of all identified drinking water threats in vulnerable areas identified under the Act.

“CA” means an entity established by or under the *Conservation Authorities Act* or a predecessor of the *Conservation Authorities Act*.

“Conservation Ontario” means the Association of Conservation Authorities of Ontario.

“Director” means the Director of the Source Protection Programs Branch of the Ministry of the Environment and Climate Change

“FTE” means a full time equivalent staff position, calculated by using the number of working hours that represents one full-time employee during a one-year period.

“ERT” means the Environmental Review Tribunal which is an administrative tribunal that holds hearings and issues decisions, reports or recommendations based on law, evidence and a duty to protect the environment.

“ESRI” means the Environmental Systems Research Institute, a software development and services company, providing GIS software and geodatabase management applications.

“GIS” means geographic information system which is a system designed to capture, store, manipulate, analyze, manage, and present all types of geographically referenced data.

“Implementing Body” means a person or public body as defined by the Act responsible for implementing SPP policies.

“Minister” means the Ontario Minister of the Environment and Climate Change.

“Ministry” means the Ontario Ministry of the Environment and Climate Change.

“Monitoring Policy Summaries” means information provided by Implementing Bodies in response to monitoring policies set out in the approved SPP.

“OMB” means the Ontario Municipal Board which is an independent adjudicative tribunal that conducts hearings and makes decisions on matters that have been appealed to the OMB under specific provincial legislation.

“Payment Plan” means the payment plan attached to the Agreement as Schedule “E”.

“Policy and Implementation Database” means the repository at the Upper Thames Region Conservation Authority that lists the details of all SPP policies and the status of their implementation.

“Source Protection Area” means a drinking water source protection area as established under the Act.

“Source Protection Committee” means a committee established under section 7 of the Act for a particular Source Protection Area established (a) by subsection 4 (1) of the Act or (b) by the regulations under the Act for a Source Protection Region.

“Source Protection Region” means a drinking water source protection region established by the regulations under the Act.

“SPA” means a source protection authority which has the same meaning as in the Act, namely a CA or other person or body that, under subsection 4 (2) or section 5 of the Act, is required to exercise and perform the powers and duties of

a drinking water source protection authority under the Act.

“SPP” means any of the source protection plans for a Source Protection Area or Source Protection Region prepared under the Act.

When “Ministry” or “Minister” are referred to in this Agreement, the reference is to the “Ministry” or “Minister” as the regulator.

B.2 The following is added to section A2.1:

- (e) it has, and will continue to have for the term of the Agreement, adequate financial resources to cover normal operating expenses and be a going concern.

B.3 [intentionally deleted to preserve numbering]

B.4 [intentionally deleted to preserve numbering]

B.5 Section A4.4 is deleted in its entirety and replaced with the following:

A4.4 No Changes. The Recipient will not make any changes to the Project, the timelines or the Budget without the prior written consent of the Province.

B.6 Article A4.0 is amended by adding the following new sections:

A4.9 Province’s Role Limited to Providing Funds. For greater clarity, the Province’s role under the Agreement is limited to providing Funds to the Recipient for the purposes of the Project and to receiving Reports, unless explicitly stated otherwise.

A4.10 Project Over Budget. The Recipient acknowledges that should Project expenses exceed the amount of the Funds allocated in the Budget, the Province is not responsible for any additional funding and the Recipient undertakes to incur all further costs necessary to complete the Project.

A4.11 Moving Funds. Despite section A4.4, the Recipient may move Funds without prior approval of the Province, equaling up to ten percent (10%) of the allocation in one line within a Budget category in Table D.2 (Non-Staff Budget) of Schedule “D” to another line within the same Budget category, except for expenses listed under the Budget category “Other” (if any) in Schedule “D” which may not be moved without approval from the Province. In moving Funds under this section A4.11, the Recipient may not reduce any Budget line by more than ten percent (10%) of its original allocation or increase any Budget line by more than twenty percent (20%) of its original allocation.

- A4.12 **Intellectual Property.** The Province is not the owner of any intellectual property generated as a result of the Agreement.
- A4.13 **Cash Flow Management.** Despite subsection A4.1(b), in order to more accurately reflect the Recipient's anticipated cash flow needs, the Province may divide any instalment of the Funds set out in the Payment Plan into two or more smaller instalments based upon the Reports submitted by the Recipient pursuant to section A7.1. If the instalment amount is so divided by the Province, the Recipient may request payment of another instalment by confirming to the Province in a further report pursuant to section A7.1(b) that said instalment will be required in one month's time.
- B.7 Sub-section A8.1(a) is deleted and replaced with the following:
- A8.1 **Acknowledge Support.** Unless otherwise approved by the Province, the Recipient will:
- (a) acknowledge the support of the Province for the Project using the statement "This project has received funding support from the Government of Ontario. Such support does not indicate endorsement by the Government of Ontario of the contents of this material.";
- B.8 Article A8.0 is further amended by adding the following new sections:
- A8.3 **Open Data.** Subject to applicable laws, the Recipient gives its consent to the Province for the public release of any information provided under this Agreement including but not limited to the following information, whether in hard copy or in electronic form, on the internet or otherwise: Recipient name, Recipient contact information, Recipient address or general location, amount of Maximum Funds and/or Funds, Project description, Project objectives/goals, Project location, Project results reported by the Recipient, Budget and any analysis, audit or evaluation reports relating to the Project or to the Agreement performed by either Party. However, the Province and the Recipient agree that such permission does not apply to the following: NIL.
- A8.4 **Announcements.** The Recipient shall not publicly announce receiving the Funds or anything to do with the Agreement, including requesting the presence of the Minister of the Environment and Climate Change at one or more Project events, until permitted by the Province.
- A8.5 **Use of Ontario logo.** The Recipient may only use the Ontario logo by requesting and obtaining written approval from the Province. The placement of the logo on the Recipient's materials will clearly identify the Government of Ontario as a funder, funding supporter or sponsor, and not as a partner or similar.

- B.9 **Conjunctions.** Where, pursuant to section A9.1, any sections have been modified to add or delete an item from a list, the “and” or “or” conjunction used before the last item on the list shall be deemed to have been moved to the penultimate item on the modified list.
- B.10 [intentionally deleted to preserve numbering]
- B.11 [intentionally deleted to preserve numbering]
- B.12 The following event is added to section A15.1:
- (e) the Recipient fails to respond to any inquiry of the Province pertaining to the *Public Sector Salary Disclosure Act, 1996* (Ontario).
- B.13 The following consequence is added to section A15.2:
- (j) demand the repayment of an amount equal to, at the discretion of the Province, either the interest earned on the amount demanded under subsection (f), (g) or (h), or the interest imputed to be earned on such amount based on the then current interest rate charged by the Province of Ontario on accounts receivable, calculated from the date of the Event of Default;
- B.14 The following is added to section A18.1:
- (c) deduct from any further instalments of Funds an amount equal to, at the discretion of the Province, either the interest earned on the amount deducted under subsection (a) or the interest imputed to be earned on said amount based on the then current interest rate charged by the Province of Ontario on accounts receivable, calculated from the date of overpayment;
 - (d) demand that the Recipient pay an amount to the Province equal to, at the discretion of the Province, either the interest earned on the amount deducted under subsection (b) or the interest imputed to be earned on said amount based on the then current interest rate charged by the Province of Ontario on accounts receivable, calculated from the date of overpayment;
 - (e) deduct the amounts referred to in both subsection (a) and (c) from any further instalments of Funds; or
 - (f) demand that the Recipient pay an amount equal to the amounts referred to in both subsection (b) and (d).

B.15 Article A19.0 is amended by adding the following new section:

A19.4 Notice by Telephone. For clarity, Notice may not be given or received by telephone, despite the inclusion of a telephone number (if any) in the table in Schedule “B”.

B.16 The following sections are added to section A30.1, Survival, in chronological order: section A4.10, section A4.12, section A8.3, section A8.5, subsection A15.2 (j), Article A31.0 and Article A34.0.

B.17 The following new provisions are added following Article A30.0 Survival

A31.0 INDIGENOUS CONSULTATION

A31.1 Notification. The Recipient agrees to immediately notify the Province if any Indigenous group makes any inquiries about the Project.

A32.0 ACCESSIBILITY

A32.1 Meetings and Events. In using the Funds for meetings, events or similar, the Recipient will consider the accessibility needs of attendees with disabilities, both in terms of physical access to the event/meeting space, as well as access to the event/meeting contents and proceedings. The Recipient will use best efforts to accommodate these needs.

A32.2 Meetings and Events Examples. For assistance with the Recipient's obligations under section A32.1, examples of areas where accessibility should be considered include: refreshment and dietary arrangements; communications (e.g. alternate formats – large print, screen readers, Braille, audio format; assistive technologies); and venue selection.

A32.3 Venues. In using the Funds for venues, the Recipient will consider the accessibility needs of attendees with disabilities when selecting a venue, both in terms of exterior and interior access. The Recipient will use best efforts to accommodate these needs.

A32.4 Venue Examples. For assistance with the Recipient's obligations under section A32.3, examples of areas where accessibility should be considered include: parking, sidewalks/paths of travel, accessible transit, entrances and lobbies, elevators, accessible washrooms, hallways and corridors, and meeting and conference rooms.

A33.0 ENVIRONMENTAL INITIATIVES

A33.1 Meetings. In using the Funds for meetings, the Recipient will use best efforts to hold virtual meetings instead of requiring attendees to travel to meetings in person.

A33.2 Printing. In using the Funds for printing, the Recipient will use best efforts to:

- (a) minimize the need to print documents by scanning and e-mailing documents that might otherwise be printed;
- (b) print or copy double-sided and in black and white when printing or copying is necessary; and
- (c) purchase paper from environmentally responsible sources.

A33.3 Environmentally Responsible Sources. For assistance with the Recipient's obligations under section A33.2(c), environmentally responsible sources provide virgin bulk paper certified by third party verified forest certification systems such as Forest Stewardship Council (FSC), Canadian Standards Association (CSA) or Sustainable Forest Initiative (SFI).

A34.0 PERSONAL INFORMATION and PARTICIPATION BY MINORS

A34.1 Permissions. The Recipient represents, warrants and covenants that it has or will receive permission to disclose the personal information of all individuals whose personal information is disclosed in the Agreement or during the Project, Reports or other reports, and, in the case of minors, the legal guardian or parent has provided such permission on behalf of the minor.

A34.2 Consent of Legal Guardian. The Recipient acknowledges that it is the responsibility of the Recipient to obtain express written consent from the legal guardian of any minors who are involved in any way with the Project.

A35.0 [intentionally deleted to preserve numbering]

- END OF ADDITIONAL PROVISIONS -

SCHEDULE “C”**PROJECT DESCRIPTION**

C.1 BACKGROUND

The Act was introduced to enable communities to protect their drinking water sources through the preparation of collaborative, locally driven, science-based SPPs. The legislative framework of this overall source protection program requires the 19 Source Protection Committees throughout Ontario, consisting of local stakeholders, to develop:

- a terms of reference outlining the tasks involved in the local source protection planning process and describing the parties responsible for leading the work;
- an AR which details the surface and ground water characteristics, and the vulnerable areas where certain activities are drinking water threats; and finally
- a SPP to reduce or eliminate the threats identified in the AR by developing policies to manage existing and future threat activities.

Twenty-two SPPs have been developed and are in effect and in varying stages of implementation across Ontario. Implementing Bodies have the next few years to implement the policies in their local SPP; to address the water quality and quantity threat activities identified through their local planning process. SPAs are monitoring local progress and will submit an annual progress report to the Ministry summarizing the progress made.

Implementing Bodies and local stakeholders continue to rely on their local SPAs for support and advice to understand the Act, its regulations and the local SPP.

C.2 PROJECT OBJECTIVE

The objective of this Project is to maintain a support framework for local source protection in the Niagara Peninsula Source Protection Area through to March 31, 2018.

C.3 SCOPE OF PROJECT AND TIMELINE

For the Niagara Peninsula Source Protection Area, the Project will include the engagement of local and regional stakeholders, provision of source protection expertise and coordination of local activities that support the implementation of the Niagara Peninsula SPP and the monitoring and reporting requirements under the SPP and the Act. The Recipient will maintain the organizational infrastructure and staffing capacity and expertise to deliver local source protection activities and fulfill the Project.

The Project activities fall into two (2) categories - “Ongoing” or “Cyclical” activities. The Recipient will undertake the following activities and achieve the following tasks within the agreed upon timeframe/estimated completion date.

	Activity	Task	Timeframe/ Estimated Completion Date
Ongoing Activities	A. Program management – administration of local source protection program	1. Program administration and staffing oversight 2. Host and support a minimum of 2 Niagara Peninsula SPA board meetings	April 1, 2017 through March 31, 2018
	B. Attendance and participation at project managers' and Source Protection Committee chairs' meetings	1. Participate in: -Source water protection project managers' meetings, webinars and teleconferences facilitated by Conservation Ontario, including a minimum of: <ul style="list-style-type: none"> • 4 project manager's teleconferences • 1 in person regional project manager meeting • 2 in person meetings at the Source Committee Chair's meetings -A minimum of 2 Ministry hosted Source Protection Committee Chairs' meetings in Toronto and - Source Protection Committee Chair's teleconferences as scheduled by the Ministry	April 1, 2017 through March 31, 2018
	C. Participate in municipal, CA, and province-wide working groups and discussions that impact or inform the local source protection program	1. Coordinate and facilitate a minimum of 1 municipal working groups established within the Niagara Peninsula Source Protection Area to resolve issues and improve efficiencies associated with implementation of Niagara Peninsula SPP policies (e.g. land use planning, education and outreach and annual reporting). 2. Participate in meetings facilitated by Conservation Ontario to improve coordination and collaboration between Source Protection Regions/Source Protection Areas across the province	April 1, 2017 through March 31, 2018

		<p>3. Participate in province-wide working group discussions that have implications for the Recipient's local source protection program or informs the Ministry's source water protection program framework (i.e. annual reporting requirements and challenges)</p> <p>4. Attend municipal meetings to discuss activities that impact or inform the Recipient's local source protection program</p>	
	D. Support the maintenance and operation of the local Source Protection Committee, including membership expiration and appointments of new committee members as required to maintain quorum	<p>1. Host and facilitate a minimum of 2 meetings of the Niagara Peninsula Source Protection Committee</p> <p>2. Provide email updates to Niagara Peninsula Source Protection Committee between meetings</p> <p>3. Recruit new Source Protection Committee members as required to ensure the Niagara Peninsula Source Protection Committee is able to maintain quorum. This includes:</p> <ul style="list-style-type: none"> - advertise to solicit expressions of interest for Source Protection Committee vacancies - coordinate review of applications and nomination process - provide orientation to new Source Protection Committee members 	<p>1. By October 2017</p> <p>2.3. April 1, 2017 through March 31, 2018</p>
	E. Support local awareness for source protection planning process and efforts.	1. Keep the Niagara Peninsula Protection Area's source protection website current and compliant with the requirements of the AODA	April 1, 2017 through March 31, 2018
	F. Support local Implementing Bodies to understand the Niagara Peninsula SPP policy expectations	1. Coordinate with and provide guidance to Implementing Bodies within the Niagara Peninsula Source Protection Area as required to advance understanding and implementation of the Niagara Peninsula SPP	April 1, 2017 through March 31, 2018
	G. Provide advice on source protection considerations as it	1. Provide advice as it relates to approval of local applications / decisions in vulnerable areas within the Niagara	April 1, 2017 through March 31, 2018

	relates to approval of local applications/decisions in vulnerable areas.	Peninsula Source Protection Area 2. Track notifications from municipalities on the creation of new transport pathways or modification of existing transport pathways	
	H. Monitor and track information from Implementing Bodies on the status of policy implementation	1. Support Implementing Bodies in understanding their responsibilities under SPP monitoring policies. 2. Receive, review and maintain information related to the Monitoring Policy Summaries from Implementing Bodies	April 1, 2017 through March 31, 2018
	I. Analyze progress towards implementation and prepare annual SPP progress report on the implementation of the Niagara Peninsula SPP in accordance with legislative requirements and Ministry directives	1. Analyze reporting requirements from Implementing Bodies, format, amalgamate, and interpret information received to assess implementation progress. This information will inform the development of the work plan for the Niagara Peninsula SPP update (under section 36 of the Act) 2. Submit annual progress report to the Ministry	April 1, 2017 through March 31, 2018 N/A
	J. Maintain and provide access to source protection information/data for the Minister's Annual Report and to support decision-making in identified vulnerable areas	1. Update the Assessment Report Database or it's Director approved replacement as new vulnerable areas are approved by the Ministry 2. Update the Policy and Implementation Database or it's Director approved replacement as source protection plan amendments are approved by the Ministry 3. Update any other forms as directed by the Ministry to meet statutory obligations under sub section 3(4) of the <i>Safe Drinking Water Act, 2002</i> and section 12, 21, 52(5), 52(6) and 65(3) of Ontario Regulation 287 of the Act 4. Maintain hardware, software and local	1.2.3. Within timeframe directed by the Ministry 4.5. April 1,

		source protection information/data to ensure availability and utility of information/data to support understanding, analysis and decision-making in accordance with objectives of the Act. 5. Maintain data sharing agreements with municipalities to support local and provincial scale source protection databases and tools	2017 through March 31, 2018
	K. Local issues management	1. Monitor local issues related to source protection, work to resolve them and keep the Ministry informed especially where action may be recommended.	April 1, 2017 through March 31, 2018
	L. Provide source protection expertise where there has been an appeal to the OMB or ERT	1. Provide source protection expertise where there has been an appeal to the OMB or ERT as required	as required
	M. Records retention in accordance with legislative requirements.	1. Maintain digital documentation and backups of local source protection information used to produce ARs and SPPs to comply with the requirements of the Act. 2. Maintain business continuity plan for the local source protection data	April 1, 2017 through March 31, 2018
	N. Maintenance and amendments (section 51 of Ontario Regulation 287/07 made under the Act) to the Niagara Peninsula SPP to address minor updates.	1. If required, amend the Niagara Peninsula SPP (including AR) to address minor amendments that are identified. Ensure all revisions are made with approval of the Source Protection Committee and the Ministry notified. Niagara Peninsula SPP amendments must also be available on the Recipient's source protection website and key stakeholders aware of changes to the local SPP	N/A

Cyclical Activities	A. Prepare work plan for Niagara Peninsula SPP updates (section 36 of the Act) as per Minister's section 36 Order and Ministry guidance.	Consult with source protection committee, municipalities, neighboring municipalities and committees, and MOECC as necessary to prepare the workplan. This is expected to include two workshops to consult with stakeholders following media awareness efforts.	By October 2017
		Submit work plan (under section 36 of the Act) to the Ministry	By November 30, 2017
	B. Monitoring of known issues or addressing data gaps identified in the AR, SPP or Minister's SPP approval letter.	N/A	N/A
	C. Amendments to SPP (including AR) initiated by the SPA (under section 34 of the Act)	N/A	N/A

C.4 PROJECT PARTICIPANTS

The Project will be undertaken by the following Project team members:

Participant Title	Time on Project (FTE)	Role / Responsibility
Supervisor, Special Projects (Recipient staff)	1.00	<p>On-going Activities:</p> <ul style="list-style-type: none"> Responsible overall management and coordination of local source protection program Responsible for all reporting requirements to the Province under this agreement Supervise and direct work of source protection staff Coordinate the operations of the Niagara Peninsula Source Protection Committee Liaises with municipalities and other Implementing Bodies to monitor progress and identify issues. Where requested by municipal staff and council, deliver presentations to local Implementing

		<p>Bodies and agencies and stakeholder groups</p> <ul style="list-style-type: none"> • Support the SPA to meet its legislated responsibilities under the Act • Lead development of the Niagara Peninsula SPP annual progress report <p>Cyclical Activities:</p> <ul style="list-style-type: none"> • Lead section 36 work plan development including stakeholder consultation and workshops
GIS Analyst (Information Management and Technical Assistance) (Recipient staff)	0.20	<p>On-going Activities:</p> <ul style="list-style-type: none"> • Maintain, update for errors or to include new data and provide access to source protection data to Implementing Bodies and municipalities where requested, to support local and provincial decision -making in identified vulnerable areas Includes amalgamation and analyzing various data layers, maps and metrics relevant to source protection databases and catalogue. • Assist with peer review of the Niagara Peninsula SPP annual progress report developed by Supervisor • Lead for maintaining the Niagara Peninsula's Records retention in accordance to legislative requirements. • Participate in provincial work grouping to advance information management strategies and process for source water protection website • Maintenance of records storage and local databases
Communications Specialist (Recipient staff)	0.20	<p>On-going Activities:</p> <ul style="list-style-type: none"> • Assists in the maintenance of Niagara Peninsula's source water protection website. • Assists with news releases and public notices. • Assists with preparation of newsletter and information bulletins for implementers and partners as required. <p>Cyclical Activities:</p> <ul style="list-style-type: none"> • Support Supervisor in the development of the section 36 work plan including stakeholder consultation and workshops
Total	1.40	

Should there be any changes to the above-noted Project team members; the Recipient will advise the Province forthwith. Changes include additions, replacements and vacancies.

C.5 PERFORMANCE MEASURES AND TARGETS

In carrying out the Project, the Recipient will use the following measures and aim to meet the following targets to assess its success in meeting the Project objective:

Performance Measures	Performance Targets
Accessibility of information	Stakeholders find source protection information and maps of vulnerable areas where policies apply easily accessible on the internet and at the Recipient's office
Responsiveness of Recipient	Stakeholders find the Recipient to be reasonably responsive to their inquiries for information and addressing their source protection concerns
Quality of support to Implementing Bodies	Annual reports from Implementing Bodies show reasonable progress towards addressing identified drinking water threats
Status of quorum maintenance, indicating effectiveness of Source Protection Committee administration	100% of Source Protection Committee meetings meet quorum (i.e. 2/3 of Source Protection Committee membership present)
Effectiveness of support	Local municipalities incorporate source protection considerations into their program, policy and planning decision-making processes

- END OF PROJECT DESCRIPTION AND TIMELINES -

SCHEDULE “D”**BUDGET****D.1 Staffing Budget**

Staffing	Total Annual Salary for Position (including salary, benefits, and overhead)	Total Budgeted Time for Project (FTE)	Budget
Supervisor, Special Projects	\$130,600.00	1.00	\$130,600.00
GIS Analyst	\$106,000.00	0.20	\$ 21,200.00
Communications Specialist	\$106,000.00	0.20	\$21,200.00
	Total	1.40	\$173,000.00

Staffing costs above include direct costs (salaries, benefits) and indirect overhead costs of not more than \$24,000.00.

D.2 Non-Staffing Budget

Budget Category	Line Item	Expense Details	Budget
Ongoing Activities	Staff Travel	<p>Includes transportation (car rental, gas or mileage, flights), parking, food and beverage and overnight accommodations where necessary to attend:</p> <ul style="list-style-type: none"> - 2 Source Protection Committee chairs meeting in Toronto -Source Protection Committee and working group meetings - regional project managers meeting -meetings with the Ministry and local municipalities and stakeholder groups -2 meetings for the Auditor General's Recommendation #5b working group in Toronto 	\$1,190.00

	Source Protection Committee Maintenance & Operations	Host and facilitate 4 meetings of the Niagara Peninsula Source Protection Committee. 9 members @ \$200 per meeting = \$1800 per meeting member mileage @ approximately \$450 per meeting	\$9,000.00
	Development and/or Printing of Communication Material	-For Niagara Source Protection Committee meetings -Printing of information/maps of vulnerable areas for local planning considerations related to land use applications -Printing of annual progress report and supplemental form for Source Protection Committee and SPA review and submission to the Ministry -Printing of section 36 work plan consultation material and for submission to the Ministry	\$2,000.00
		On-going Activities Subtotal	12,190.00
Cyclical Activities	Non-Source Protection Meeting Costs	section 36 workshop venue rental costs \$1000 per workshop x2 = \$2,000 Facilitator support for workshops \$1000	\$3,000.00
		Cyclical Activities Subtotal	\$3,000.00
		Total Approved Budget (not including staffing)	\$15,190.00

D.3 Budget Summary:

Staffing	\$173,000.00
Non-staffing	\$ 15,190.00
TOTAL	\$188,190.00

The Recipient shall advise the Ministry if it receives additional funding, monetary or in-kind from other sources for any work covered under this Agreement and outlined in the Project scope.

D.4 BUDGET NOTES

- (a) **Ineligible costs** – For clarity, in addition to any other costs identified or described as ineligible in the Agreement, the following is a non-exhaustive list of costs for which the Province will not provide any Funds:
- (i) **Fundraising** – any costs related to developing a business case, funding proposal or other activity with a similar aim;
 - (ii) **Lobbying** – any costs related to activities undertaken with the actual or perceived intention of lobbying;
 - (iii) **Non-Project costs** – any costs not directly related to the Project;
 - (iv) **Pre-Project costs** – any costs incurred prior to the Effective Date, unless explicitly stated otherwise in this Agreement;
 - (v) **Refundable expenses** – costs deemed ineligible in accordance with section 4.9 of Schedule “A”; and
 - (vi) Any costs which are an inappropriate use of public funds in the sole opinion of the Province.
- (b) **Overhead** (under “Staffing Budget”) – Overhead refers to Support Services and Indirect Project Costs that are related to the Project. Fixed costs incurred by the Recipient regardless of the Project (e.g. mortgage, rent, insurance for the Recipient’s regular operations) are not eligible for coverage by the Funds. Overhead expenses in the Budget include:
- **Support Services - time spent by the Recipient’s staff in human resources, finance, information technology and senior management providing administrative support that can be reasonably attributed to the Project**
 - **Indirect Project Costs which includes administrative expenses and other costs that are part of the normal operations of the Recipient but which**

can be reasonably attributed to the Project. They can include utilities, building maintenance, telephone/fax charges, basic network charges and computer charges, postage/courier charges, photocopying charges, basic office supplies and financial institution service fees that can be reasonably attributed to the carrying out of the Project. These costs may also include audit and insurance fees.

- (c) **Equipment/Capital Item Rental** – The Province *may* approve the purchase instead of the rental of equipment or capital items that fulfill the following criteria: (i) the equipment or capital item is being used on multiple occasions throughout the Project; (ii) total rental costs are greater than the one-time purchase cost; (iii) the equipment or capital item is not of a type found in a normal office environment; and (iv) without the Project, it is unlikely that the Recipient would purchase the equipment or capital item. If intending to purchase the equipment or capital item using the Funds, the Recipient must request approval from the Province prior to acquisition of the equipment or capital item.
- (d) **Transportation** (under “Staff Travel”) – Transportation refers to the provision of transportation for meetings or events to the Recipient’s staff or contractors or meeting/event attendees if specified in the Budget. The amount from the Funds used for transportation will be calculated according to the rates in the [Ontario Government’s Travel, Meal and Hospitality Expenses Directive](#) that is current as of the date that the expense is incurred. Transportation will be by the most practical and economical method; tickets (e.g. train, airplane) purchased must be for economy/coach class and when renting a vehicle, the Funds may only be used for a compact model or its equivalent unless approval for a different model is obtained from the Province prior to rental. **The Funds under this Budget line may not be used for:**
- **transportation for meeting/event attendees when the distance to the meeting or event venue is less than: N/A.**
- (e) **Accommodation** (under “Staff Travel”) – Accommodation refers to the provision of accommodation for meetings or events to the Recipient’s staff or contractors or other meeting/event attendees if specified in the Budget. Accommodation will be in a standard room; the Funds may not be used for hotel suites, executive floors or concierge levels. **The Funds under this Budget line may not be used for:**
- **Penalties incurred for non-cancellation of guaranteed hotel reservations.**
- (f) **Food and Beverage** (under “Staff Travel”) – The Recipient may use the Funds for the provision of food or beverages to the Recipient’s staff or contractors when travelling for Project-related work. The Funds may only be used for meals during such travel periods, subject to the limitations below. The amount from the Funds used for food or beverage will be calculated according to the rates in the [Ontario Government’s Travel, Meal and Hospitality Expenses Directive](#) that is current as of the date that the expense is incurred. **The Recipient may only use the Funds for food and beverage if it is collecting and retaining itemized receipts that verify the expenditure.** In addition, **the Funds under this Budget line may not be used for:**

- non-meal food and beverages;
- alcohol.

D.5 ADDITIONAL FUNDING

The Recipient has requested, but not received confirmation of, additional funding or in-kind support for the Project from the following: NIL

- END OF BUDGET -

SCHEDULE “E”**PAYMENT PLAN**

Criteria	Amount
Following Province execution of Agreement evidencing approval of Recipient Project proposal	\$112,914.00
Following Province approval of interim progress report and financial progress report as set out in Schedule “F”	\$56,457.00
Following Province approval of draft final report as set out in Schedule “F”	\$18,819.00
TOTAL	\$188,190.00

- END OF PAYMENT PLAN -

SCHEDULE “F”**REPORTING**

Name of Report	Due Date
1. Additional Funding Report(s)	An on-going obligation of the Recipient following the Recipient's receipt of notification that it will be receiving additional funding for the Project
2. Procurement Report(s)	Immediately following selection of preferred proponent if applicable
3. Interim Progress Report	November 24, 2017
4. Financial Progress Report	November 24, 2017
5. Draft Final Report	February 24, 2018
6. Final Report	April 27, 2018
7. Reports as specified from time to time	On a date or dates specified by the Province.

Report Due Date

Except as noted below, if the due date of any Report falls on a non-Business Day, the due date is deemed to be the next Business Day.

For any Report due on March 31 in a year when March 31 is not on a Business Day, the due date of such report is deemed to be the Business Day immediately prior to March 31.

Reporting Templates

When reporting to the Province, the Recipient will use the templates provided by the Province (if any).

Supporting Documentation

For clarity, the Province may request supporting documentation from the Recipient as part of the Reports submitted as described in this schedule.

Report Details**1. The Additional Funding Reports will set out:**

- (i) an accounting of any other funding received or to be received by the Recipient, including the identification of the funding organization, the amount and the specific aspect of the Project that the additional funding is supporting;

- (ii) confirmation that there is no overlap of funding from the Province and from the other funding entities.

2. The Procurement Reports will set out:

- (i) a description of the procurement process followed by the Recipient to acquire goods or services required to perform the Project;
- (ii) a justification for the selection of the preferred proponent or good which evidences value for money, including, if applicable, confirmation from the supplier that they are the sole supplier of the goods.

3. The Interim Progress Reports will set out:

- (i) actions undertaken to the date of the report, with reference to specific paragraphs of section C.3 (Scope of Project), and how they relate to the objective(s)/desired outcomes of the Project identified in section C.2;
- (ii) any Project milestones achieved within the reporting period and show how Project objectives / expectations have been met;
- (iii) for any staff position covered in whole or in part by the some or all of the Funds, confirmation of the time spent by the staff person on the Project;
- (iv) set out any variances from the timelines, the reasons for such variances and the strategy used to correct the variances and achieve the Project objectives; and
- (v) a statement confirming the Recipient is in compliance with the terms and conditions of the Agreement except as disclosed in the interim progress report, signed by the Chief Operating Officer, the Board chair or equivalent.

4. The Financial Progress Reports will set out:

- (i) an interim accounting of all Project expenditures to date signed by the Chief Financial Officer, the Board chair or equivalent, if applicable, confirming actual Project expenditures and providing an explanation for any variances from the Budget;
- (ii) an accounting of any other funding received by the Recipient, the identification of the funding organization, the amount and the specific aspect of the Project that the additional funding is supporting as well as a statement confirming that there is no overlap of funding from the Province and from any other organization; and
- (iii) whether or not the Project as described in the Agreement can be completed.

5. The Draft Final Report will:

- (i) include draft versions of all the information required for the Final Report except for item (viii)

6. The Final Report will:

- (i) describe actions undertaken in carrying out the Project, with reference to specific paragraphs of section C.3 (Scope of Project) and how they relate to the objectives/desired outcomes of the Project identified in section C.2;
- (ii) discuss Project objectives / expectations, confirming that Project objectives / expectations were met, setting out lessons learned;
- (iii) for any staff position covered in whole or in part by the some or all of the Funds, confirmation of the time spent by the staff person on the Project;
- (iv) include a final accounting of all Project expenditures signed by the Chief Financial Officer, and the Board chair or equivalent if applicable, confirming actual Project expenditures and providing an explanation for any variances from the Budget;
- (v) include an accounting of any unspent Funds and an explanation as to why there are remaining Funds;
- (vi) include a final accounting of the other funding received by the Recipient, the identification of the funding organization, the amount and the specific aspect of the Project that the additional funding supported as well as a statement confirming that there has been no overlap of funding from the Province and from any other organization;
- (vii) include a statement signed by the Chief Operating Officer, the Board chair or equivalent confirming Recipient compliance with the terms and conditions of the Agreement, except as disclosed in the final report and;
- (viii) and include a copy of the portion of the certified audit report that relates to the Agreement where the Agreement covers audit expenses attributable to the Project.

7. Other Reports:

- (i) the Province will specify the timing and content of any other Reports as may be necessary.

- END OF REPORTING –

Report To: Source Protection Authority (SPA) Board of Directors

Subject: Source Protection Committee Vacancies

Report No: SPA 04-17

Date: May 17, 2017

RECOMMENDATION:

That report SPA 04-17 be received for information.

PURPOSE:

To advise the board that there are two committee member vacancies on the Source Protection Committee. These are for commercial/tourism and a member-at-large.

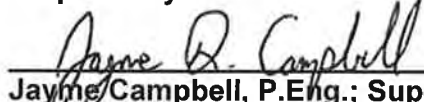
To advise the board that there is a Source Protection Committee Chair vacancy. However, at their March 7th meeting, as per their rules and procedures, the Source Protection Committee elected Maria Bellatino-Perco (Industry representative) as Acting Chair until such time as the province completes the Source Protection Chair selection process.

BACKGROUND:

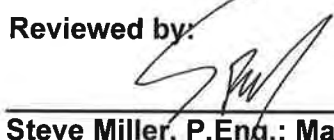
The Source Protection Committee position for commercial/tourism has been vacant since 2014. This position was advertised in local print media in 2016 however no suitable candidates were identified. In March 2017 David Renshaw, member-at-large, resigned after a decade on the committee. Filling these two vacancies is a priority in 2017. Suitable candidates will be sought through social media, stakeholder contacts and as part of a press release.

In January 2017, Mark Neufeld resigned as chair of the Source Protection Committee. This position was then posted on the provincial secretariat from January to March 2017. NPCA is awaiting a response from the Minister's office (Environment and Climate Change) on proceeding with reviewed submitted applications. Ms. Bellatino-Perco will serve as Acting Chair for the interim period.

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