

SAULT STE. MARIE REGION SOURCE PROTECTION COMMITTEE MEETING
Draft Minutes: January 16, 2025 – 12:56pm to 2:40pm - Virtual: MS Teams

1. Call to Order

2. Land Acknowledgement

The SPC would like to begin by acknowledging that we are conducting this meeting within Robinson-Huron Treaty territory and that the land on which we are gathered is the traditional territory of the Anishinaabeg Peoples. We specifically acknowledge Garden River and Batchewana First Nations, as well as Métis people who call this land home.

3. Sign-in/Attendance/Introductions

Acknowledgement of guests in attendance and any member regrets:

Absent: Peter Tonazzo, MECP Liaison

Regrets: Corrina Barrett

Quorum is four or more members, plus acting chair: Quorum Achieved

Members	Administration
Hal McGonigal Prince Township	Mike Delfre SPC Chair (Acting)
Catherine Taddo City of SSM	Gerard Lavoie DWSP Program Manager
Orlan Euale Economic (Industrial) – SSM PUC	Corrina Barrett Source Protection Authority Liaison
Vacant Economic (Local Business)	Peter Tonazzo Risk Management Official
Larry Woolley Public Interest - SSM Resident	(To Be Determined) MECP Liaison
Michael McCarthy Environment	Marlene McKinnon RMI & Communications

- **Motion:** Approval of the January 16, 2025, draft Agenda as distributed and instructed to be posted on the internet (SSMRCA website) for public viewing.

Moved by:	Larry Wooley
Seconded by:	Hal McGonigal
Carried:	For: 5 Against: 0
	Approved Unanimously

5. Regular Business – Sector Updates

a) Acting Chair – Mike Delfre:

- No update on SPC Chair appointment from Minister as of Jan 16, 2025.
- Mike provided some details of the intention to **give a written statement of proxy** for the purposes of authorizing a chosen representative for the vacancy seat he reserves while acting as Chair, per O. Reg. 288/07, s.17. and s. 4.5 of the SPC Procedural Manual. The intent is to reduce quorum challenges and maintain a balanced committee makeup in the interim.
- Water Rangers – Invitation to a future SPC meeting. Orlan Euale showed interest in learning more about the partnership with NORDIK. Mike Delfre asked committee to approve that an invitation be sent out for a NORDIK representative to present at future committee meeting. Consensus from committee members to invite NORDIK representative(s). Gerard Lavoie to update at next meeting on this progress.
- Other organizations and groups in SSM may be interested in participating as guests at future meetings and that it would be prudent to reach out (one at a time) for potential engagement opportunities.

b) Project Manager – Gerard Lavoie:

• **SPP s.51 Amendment Submission**

MECP liaison, Nigel Holgate, requested a meeting third week of last December to discuss the format of the completed s.51 SPP amendments as submitted. They rejected the components of the s.51 submission that are ‘largely outside of the s.51 process’ and contain items not considered ‘minor and typographical’. It was noted that the SSM SPP is current to [2017 technical rules](#) under the Clean Water Act.

Amendments were submitted to MECP as following the [2021 technical rules](#), but are not permitted to be submitted in this way, without updating the SPP using a s.34 amendment process. Committee discussion is required to consider options for a way forward. Suggestions have been provided by MECP. The potential reformatting of SPP amendments could require substantial work. This redundancy is what the s.51, s.34, and s.36 amendment process guidelines were intended to reduce or eliminate.

- i. **MECP Option One** included removing anything that is not typographical in nature and continuing to follow the s.51 process (no consultation phases); or
- ii. **MECP Option Two**, involves continuing onwards, but converting to the s.34 amendment process (Pre-consult already completed with no comments provided). This option requires municipal council approval before going out to public consult, then can be submitted based on the results of the consultation. Much of the work is already completed, some unknown, but will result in having an SPP that only partially complies with 2021 technical rules. It is not recommended to have a mismatched SPP where only some of the plan documents adhere to latest tech specs.

Note: If anything in the short- term triggers a new s.34 update, like a new Municipal drinking water source being identified etc., all work would have to be restarted again, the entire SPP would have to be brought up to the 2021 technical rules standard including any studies being commissioned, and another full round of consultation required. MECP showed concerns in the meeting that our current submission as is has no effect on SSP policy, so is not necessary to amend with a s.34 process, until there is an event that triggers a larger submission. It is worth discussing and ultimately the committee’s choice to move on.

Mike Delfre Opened Discussion:

Larry Wooley – In favour of going ahead with only the s.51 process and removing the grid cell size change and impervious surfaces analysis. Not having to go through any public consultation and a public notification process seems wise. Committee doesn’t have a way to predict any future changes to technical specification requirements.

Mike McCarthy – Indicated that he was originally indicated interest to do the work, that is outside of the Purview of an s.51 amendment. Hi opinion continues to be that the WHPAs will not ever have a reduction in impervious surfaces, and that the work to create policy based on the impervious surfaces is inevitable. It will have to happen anyways and are we just ‘kicking the can down the road’ so to speak. A proactive approach is recommended, to continue the s.34 amendment process, **if** it does not create a large workload for committee and admin. Perhaps best to wait and include the impervious surfaces analyses as part of a future s.34 amendment.

Gerard Lavoie – Briefly described the inputs of satellite imagery, feature layers and process for completing a simple impervious surface analysis. Stated that he would like to update the impervious surfaces layer and continue with that more frequently (annually) to address new developments, or technological improvements. The process will be required to be completed again in future if there were to be another s.34 trigger.

- **Review of December 13th SPC Meeting Minutes document**

Draft minutes for approval include additional descriptions and details supporting the discussions and questions from last meeting. Dec.13·2024 minutes were distributed and require a motion to approve. The document will continue to be available on the [ssmrca website](#) after approval.

- **SPC Vacancy – Economic/Industrial/Commercial**

Program managers from across the province have responded to an inquiry about the use of proxy for committee matters. Responses from other PMs described proxy provision as being valid as a solution for quorum challenges. SSM Source Protection Committee’s [Procedural Manual](#) may indicate rules specific to providing proxy. Committee can deliberate on this and has the authority to update. The current (2008) manual briefly mentions proxy, in Section 4.5 on page 6, stating: “A Member of the Source Protection Committee may participate in the meetings of the SPC by proxy through a voting member by filling out a proxy notice form”. More detail could be added to this portion of the manual, in the form

of a motion to update, detailing proxy selection process, who can carry proxy, per diem limitations, voting rights, and how quorum is counted when a proxy is in use.

- **SPC Membership - Obadjiwan and Ketegaunseebee Community membership**

Program managers from other jurisdictions have responded to inquiry about the intent of O. Reg. 288/07 s.6, regarding Indigenous community membership. Initial notification to Chief's and Band Councils were to be made as part of the establishment of Source Protection Committees (completed in 2007). Regulation further details the initial notification requirements and local Chief's of band council's collective authority to appoint a representative to committee. SSM SPC has been without an appointed member serving Obadjiwan and Ketegaunseebee communities since 2008. Responses from PMs in other jurisdictions were very informative. Although there is no regulatory guidance to follow regarding renewal of appointments; other PMs have shared experiences of welcoming newly recognized Indigenous communities, reappointment arising from term expiry, and benefits of reestablishing communication by actively engaging. A sample notification letter was provided as reference from a neighbouring jurisdiction in the north, which will be helpful. I fully support any work toward meaningful engagement in writing, and/or in person, to local FN communities and intend to continue working with SPA liaison on this matter. **Note:** s.6 currently requires SPCs to at minimum, notify FN communities in the region, regarding appointment of in this SPAs case, a single member to represent multiple FN communities. Perhaps a presentation at each band council is warranted in future?

- **NORDIK Institute and the Water Rangers Project**

Offer to present to Committee at a future meeting, and I would like to return to them any committee interest in a presentation, if it would be preferred as an in-person event, potentially showcasing the work of the Water Rangers project Team. They have been provided with materials and clearance to take over the Children's Water Festival by SSMRCA. If there are any questions for this group, they would be served well after a presentation to committee or exercise. Please advise.

c) Environment Representative – Michael McCarthy:

- Reiterated from the amendment discussion the benefit of doing an s.34 SPP update process, with the drawback of it being the workload to implement the consultation remaining consultation phases and ultimately submit for Minister's approval. Specific attention in statement pointed at the Steelton well, where the WHPA area will only see impervious surface percentage increase moving forward. The intent of the grid cell size change was to better address the policy requirements associated with surface run-off. Thinks that we should continue forward with the work to prepare the analysis and reevaluate its effect on road-salt application policy. Gerard Lavoie described and offered to work to complete the GIS analysis, preparing an impervious surfaces layer that would meet the needs of any future DWSP developments.

d) Economic (Industrial) Representative – SSM PUC – Orlan Euale:

- Would changes to the SSM municipal drinking water system, like a new potential source (well), trigger an s.34 amendment for the existing: Source Protection Plan, Assessment Report and Explanatory Document?

Yes, a complete suite of technical assessments would be triggered if SSMPUC confirms a new source in the future. The s.34 process would have to be completed again at that time which would also require early engagement, consultation and Minister's approval. In that case, another impervious surfaces analysis would be a very small component of a much larger s.34 amendment process, and it may make sense to get started on the analysis for the entire SPA. Orlan mentioned this could be an advantage to have more GIS spatial overlay options for multiple (potential) locations.

- SSMRCA is part of the Community GIS with SSMPUC and other parties?

Yes, SSMRCA has a Data Sharing Agreement (DSA) in place with the City of Sault Ste. Marie Municipal GIS, and is renewing the DSA with Prince Twp. SSMRCA was part of the original agreement for community GIS that also included other external agencies, like Algoma Public Health, and SNPB. Most recent municipal ortho imagery is 2022, looking to gain access most recent data to include in DWSP initiatives and potential s.34 updates.

e) DWSP Communications - Marlene McKinnon:

- Salt Responsibly Social Media Campaign – Water Wednesday's – Appended to the SPC Meeting Minutes. Conservation Ontario distributes to SPA's every new season. Running February 7, 2025 – March 27, 2025. Focus is on different topics each week for a total of 8 weeks. Social media channels for SSMRCA include: [Facebook](#), [X \(Twitter\)](#), and [Instagram](#). Source Protection posts within this campaign are published weekly at around 8am to allow for followers to be notified potentially before heading outside to shovel or apply salt etc.
- There are still salt bin stickers remaining, available to residential property owners and business owners funded in the past through the DWSP program. Stickers include messaging on responsible techniques and include a QR Code that points to a Story Map on the Conservation Ontario Website. A document showing the salt bin stickers has been appended to the Minutes.
- Marlene McKinnon offered to bring forward posts from previous campaigns, such as the hazardous waste depot information and others from previous messaging. New campaign topics are encouraged to be generated sourced from interest from SPC members.

- Mike Delfre asked about future spring campaign topics/ subjects. Does the focus become about fertilizer and pesticide use, or water quantity threats?

Past spring campaigns were produced by the past communications manager. There are likely documents filed to use as inspiration for future campaigns. Conservation Ontario has approved campaigns, that are distributed through to all SPAs. There can be SSM SPA specific ideas brought forward for review and discussion. Past campaigns will be provided to Gerard for appending to the minutes.

- Larry Wooley asked about the lack of DWSP street signs included for the Shannon and Lorna wells. They do not have Wellhead Protection Area (WHPA-A) zones intersecting with a Highway that would cover maintenance for them under MTO. Marlene indicated that for the Shannon and Lorna WHPA-A areas, City of Sault Ste. Marie would have to revisit the potential installation of DWSP signs at intersections or along roadways.

An example was provided by Marlene McKinnon: for the Shannon WHPA-A where Algoma District School Board and private landowner approval would need to be acquired by RMO/RMI to install and that budget for maintenance of the road signs may not be available. The Shannon WHPA-A zone does not come close enough to a road. At Intersections along Highways within WHPA-A zones, Ministry of Transportation (MTO) maintains the signs.

6. Motions, Approvals and Amendments:

- **Motion:** December 13, 2024, draft Minutes approved as distributed and instructed to be posted on the internet (SSMRCA website) for the public.

Moved by:	Larry Wooley		
Seconded by:	Orlan Euale		
Carried:	For:	5	Against: 0
	Unanimous		

- **Motion:** SPP Amendment process update per discussed options (TBD).

Deferred till next meeting.

7. Other Business

- **Orlan Euale:** [World Water Day](#) is coming up on **Saturday, March 22, 2025**. SSMPUC has indicated that tours of the drinking water treatment facility, on Second Line, will be available to the public in mid-March. Information on this event and a media release will be distributed to committee members through Gerard Lavoie at next meeting.

Marlene McKinnon asked Orlan if SSMPUC would give approval for SPC to set up a table at the SSMPUC event, where distribution of E&O materials could be given out to the public. This would be no cost, and there are many publications and items to make available, including the SPP, AR and ED documents. Orlan mentioned that the foyer of the treatment plant could be used to distribute SWP materials. Gerard will add to agenda of next meeting and distribute information to members.

8. Outstanding Action Items:

Date	Description	Status
Jan 16, 2025	SSMPUC approval for SWP materials to be distributed at upcoming World Water Day event.	In Progress
Jan 16, 2025	NORDIK Institute – reach out to confirm future presentation topic/activity and date	In Progress
Jan 16, 2025	DWSP Communications – distribute Social Media Campaign resources to SPC members	Not Complete
Dec 13, 2024	Confer with SPA liaison regarding steps to reestablish communications with BFN and GRFN.	Completed
Dec 13, 2024	Feedback document/form to be distributed/published for public commenting on updated draft documents.	Deferred
TBD	Contact municipal clerks of SSM and Prince, requesting to be added to agenda for future municipal council meeting.	Deferred
TBD	Brief presentation of draft SPP amendments to Councils (SSM and Prince Twp).	Deferred
TBD	Presentation and submission to source protection authority SPA to approve post public consultation next SPA meeting: (Mid-February 2025).	Deferred

9. **Adjournment**

- **Motion:** Adjourn the January 16, 2025, SPC meeting at 3:00 pm.

Moved by:	Larry Wooley		
Seconded by:	Catherine Taddo		
Carried:	For:	5	Against: 0
	Unanimous		

- **Next meeting** - Tentatively scheduled for **February 20, 2025** – 1pm to 4pm upon polling for member availability.