



Raisin Region Conservation Authority

Source Protection Authority Meeting Agenda

March 5, 2026

9:00 a.m.

RRCA Administration Office – 18045 County Rd. 2, Cornwall, ON

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1. Call to Order
 2. Chair's Remarks
 3. Approval of Agenda
 4. Declaration of Conflict of Interest
 5. Approval of Minutes
 - a) Source Protection Authority Minutes of April 3, 2025 1-2
 6. New Business
 - a) Risk Management Official and Inspector Appointment 3
 - b) Raisin-South Nation Source Protection Region Section 36 Status Update 4-5
 7. Date of Next SPA Meeting: TBD
 8. Adjournment

A handwritten signature in black ink that reads "Alison McDonald".

Alison McDonald
General Manager / Secretary-Treasurer

/js

MINUTES OF A MEETING OF THE
RAISIN REGION SOURCE PROTECTION AUTHORITY
HELD APRIL 3, 2025 – 9:00 A.M. RRCA ADMINISTRATION OFFICE

PRESENT: Bryan McGillis, South Stormont, Chair
Lachlan McDonald, South Glengarry
Martin Lang, South Glengarry
Claude McIntosh, City of Cornwall
Carilyne Hebert, City of Cornwall
Andrew Guindon, South Stormont
Adrian Bugelli, North Stormont

STAFF: Alison McDonald, General Manager
Josianne Sabourin, Administrative Assistant
Phil Barnes, Team Lead, Watershed Management
Scott Braithwaite, Project Assistant
Sandy Crites, Finance Officer
Brendan Jacobs, Stewardship Specialist
Claudia Munafo, Public Information Coordinator
Pete Sabourin, Team Lead, Field Operations
Jason Symington, Project Manager
Lisa Van De Ligt, Team Lead, Communications & Stewardship

REGRETS : Jacques Massie, North Glengarry

ABSENT: Mike Tardowski, Prescott & Russell

CALL TO ORDER

Bryan McGillis, Chair, called the meeting to order at 9:00 am.

APPROVAL OF AGENDA

RESOLUTION #SPA 01/25:

Moved by: Martin Lang
Seconded by: Adrian Bugelli

THAT the agenda be approved as presented.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None

**APPROVAL OF RAISIN REGION SOURCE PROTECTION AUTHORITY MEETING MINUTES
– meeting held November 28, 2024**

RESOLUTION #SPA 02/25:

Moved by: Claude McIntosh
Seconded by: Andrew Guindon

THAT the minutes of the November 28, 2024 meeting of the Raisin Region Source Protection Authority be approved.

CARRIED

NEW BUSINESS

2024 RISK MANAGEMENT OFFICIAL ANNUAL REPORT SUMMARY

RESOLUTION #SPA 03/25:

Moved by: Carilyne Hebert
Seconded by: Martin Lang

THAT the Raisin Region Source Protection Authority receive and file the 2024 Risk Management Official Annual Report Summary.

CARRIED

2024 ANNUAL PROGRESS REPORT

RESOLUTION #SPA 04/25:

Moved by: Adrian Bugelli
Seconded by: Martin Lang

THAT the Source Protection Authority receive the 2024 Annual Progress Report;

AND FURTHER THAT, Raisin Region Source Protection Authority approve the Annual Progress Report for submission to the Ministry of Environment, Conservation and Parks.

CARRIED

SECTION 36 AMENDMENT UPDATE

RESOLUTION #SPA 05/25:

Moved by: Claude McIntosh
Seconded by: Martin Lang

THAT Raisin Region Source Protection Authority receive and file the Section 36 Amendment Update.

CARRIED

DATE OF NEXT MEETING

To be determined

ADJOURNMENT

RESOLUTION #SPA 06/25:

Moved by: Adrian Bugelli
Seconded by: Carilyne Hebert

THAT the Raisin Region Source Protection Authority meeting of April 3, 2025 be adjourned at 9:20 am.

CARRIED

Bryan McGillis
Chair

Jason Symington
Project Manager



To: Raisin Region Source Protection Authority
From: Jason Symington, Project Manager
Date: January 22, 2026
Subject: Risk Management Official and Inspector Appointment

RECOMMENDATION:

THAT the Raisin Source Protection Authority appoint Claire Lemay, Laura Grant and Lissa Deslandes as Risk Management Official and Risk Management Inspector pursuant to subsection 48 (2) of the *Clean Water Act*.

Discussion:

The Raisin-South Nation Source Protection Plan contains policies that regulate significant drinking water threats under Part IV of the *Clean Water Act* (the "Act"). Municipalities are responsible for regulating drinking water threats but may delegate this responsibility to a Source Protection Authority via agreement. The RRCA was delegated risk management responsibilities by the Townships of North Glengarry, South Glengarry, and South Stormont. The City of Cornwall has maintained their own authority to protect their own water supply and the Township of North Stormont has delegated this responsibility to SNC.

To fulfil its regulatory role, RRCA appoints Risk Management Officials (RMO) and Risk Management Inspectors (RMI) pursuant to subsection 48 (2) of the *Clean Water Act* to administer and enforce Part IV policies.

Staff recommend appointing Claire Lemay, Laura Grant and Lissa Deslandes as RMO / RMI to support risk management responsibilities, when required. They have successfully completed the Ministry of Environment Conservation and Parks Risk Management Official / Inspector training course and are qualified to carry out these duties.

Jason Symington,
 Project Manager
 Raisin-South Nation Source Protection Region



To: Raisin Region Source Protection Authority
From: Jason Symington, Project Manager
Date: January 22, 2026
Subject: Raisin-South Nation Source Protection Region Section 36 Status Update

RECOMMENDATION:

THAT the Raisin Region Source Protection Authority receive the Section 36 Amendment Update report;

AND FURTHER THAT staff be directed to submit the amended Source Protection Plan and Assessment Reports to the Ministry of the Environment Conservation and Parks.

Background:

On November 30, 2018, the Raisin-South Nation Section 36 Workplan was submitted to the Ministry of Environment, Conservation and Parks (MECP) in compliance with the order dated October 23, 2014, under Section 36 of the Clean Water Act. On July 22, 2019, we received an amended order from the Minister, which outlined the requirements governing the contents and timeframes for the review process of any updates.

Since then, staff have been working to implement the revisions specified in the order and to align our Source Protection documents with the revised 2021 Technical Rules.

The revised Source Protection Plan (SPP) and Assessment Reports (ARs) were submitted for Early Engagement on July 11, 2023, with comments from the MECP received on November 22, 2023. On September 23, 2024, the revised SPP and ARs were circulated for Pre-Consultation to all Implementing Bodies for review and comment.

On November 1, 2024, the Raisin-South Nation Source Protection Region received comments from the MECP. As the comments were largely editorial in nature, the Source Protection Committee (SPC) directed staff to address them as proposed and to proceed with the public consultation on the draft plan.

Discussion:

On December 10, 2024, the updated SPP and ARs were released for public consultation. Notices were issued to all relevant ministries, municipal partners, and approximately 850 properties that could be affected by the proposed policy changes. Advertisements also ran in local newspapers, on social media, and on the RRCA and Source Water Protection websites. Public feedback has since been collected, and staff received MECP's comments on August 6, 2025. MECP requested several minor policy adjustments. Comments submitted by residents during the consultation period did not require any revisions to the Source Protection Plan or the Assessment Reports.



The Raisin–South Nation SPC completed its final review of the proposed updates at its meeting on November 13, 2025. In accordance with the Clean Water Act, SPC directed staff to proceed with submission to MECP, following the direction of both the Raisin and South Nation Source Protection Authorities.

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Jason Symington,
Project Manager
Raisin-South Nation Source Protection Region