

## NOTES OF MEETING WITH NVCA

**PROJECT:** Township of Springwater  
Midhurst Phase 3 & 4 – Class EA  
Ainley Project Numbers 113027 & 213115

**DATE:** Monday March 6, 2017

**LOCATION:** Township of Springwater Office

**TIME:** 2:00 pm

**ATTENDEES:**

Mayor Bill French	-	Township of Springwater
Deputy Mayor Don Allen	-	Township of Springwater
Robert Brindley	-	Township of Springwater
Brent Spagnol	-	Township of Springwater
Mark Archer	-	Township of Springwater
Chris Hibberd	-	Nottawasaga Valley Conservation Authority
Glenn Switzer	-	Nottawasaga Valley Conservation Authority
Neil Hutchinson	-	Hutchinson Environmental Sciences Ltd
Brent Parsons	-	Hutchinson Environmental Sciences Ltd
Joe Mullan	-	Ainley Group

**DISTRIBUTION:** All Present plus Class EA Steering Committee Members

These Meeting Notes do not provide a chronological record of the discussions, but they summarize and group the discussions that did take place during the meeting.

Item	Description	Action/Notes
1	Introduction and Objectives of Meeting	<ul style="list-style-type: none"> <li>☼ Mr. French opened the meeting by thanking everyone for attending and noting that the Midhurst development process has included many meetings, Public Information Centres, etc and that it is important for the Mayor and Council to continue this since it's the largest development ever in Springwater.</li> <li>☼ Mr. French also noted that the given the Minesing Wetlands is downstream of the proposed developments the Nottawasaga Valley Conservation Authority (NVCA) and Township of Springwater need to work together to assess the proposal.</li> </ul>

Item	Description	Action/Notes
2	Project Summary	<ul style="list-style-type: none"> <li>⊗ Mr. French asked how do the Class Environmental Assessment (Class EA) and Overall Drainage Plan come together. Plus, what is the schedule for submission of Environmental Study Report associated with the Class EA and Overall Drainage Plan?</li> <li>⊗ In response Mr. Mullan noted the following: <ul style="list-style-type: none"> <li>➤ The purpose of the Class EA is to assesses Water, Wastewater and Transportation necessary to accommodate the Midhurst Secondary Plan.</li> <li>➤ The Class EA does not include Stormwater, which will be assessed initially through the Overall Drainage Plan and ultimately through the individual Stormwater Management Reports associated with each Development.</li> <li>➤ Stringent conditions have already been imposed on the Stormwater for Midhurst Secondary Plan, through NVCA's Minutes of Settlement, including: <ul style="list-style-type: none"> <li>▪ The ability of the stormwater management system to hold back the first 25 mm of storm runoff for a period of 48 hours.</li> <li>▪ Reduce the Post-Development phosphorous loading to below Pre-Development loading levels, such that when the additional phosphorous load from the new Wastewater Treatment Plant (WWTP) is included, there shall be no net increase.</li> <li>▪ The ability of the stormwater management system to infiltrate back into the ground, close to the source, the first 20 mm of rainfall while also ensuring a healthy hydrologic cycle.</li> </ul> </li> <li>➤ The Overall Drainage Plan and Class EA process are proceeding separately and independently, but fit together.</li> <li>➤ The requirement of "no net phosphorus increase" in Willow Creek is where the Class EA (Wastewater Treatment Plant effluent) and Overall Drainage Plan (Stormwater input of phosphorus) come together.</li> <li>➤ There are approximately 170 Draft Plan Conditions imposed by the Township, NVCA and others agencies, that must be met prior to any development proceeding.</li> <li>➤ For a Schedule of Class EA and Overall Drainage Plan see Section 6.</li> </ul> </li> <li>⊗ Mr. Hibberd reaffirmed that the 25 mm of infiltration still a target that the NVCA would like to see achieved.</li> </ul>

Item	Description	Action/Notes
		<ul style="list-style-type: none"> <li>❖ Dr. Hutchinson noted that SCS and Crozier (Consulting Engineers for Developers) are aiming for 25 mm but have identified that 23 mm of infiltration is possible.</li> <li>❖ Mr. Mullan noted that the detailed analysis from SCS and Crozier will be reviewed by Ainley and NVCA as part of the Overall Drainage Plan.</li> </ul>
3	Roles and Responsibilities	<ul style="list-style-type: none"> <li>❖ Mr. Mullan noted the Midhurst Class EA for Water, Wastewater and Transportation was being completed by Ainley on behalf of the Township &amp; the Midhurst Developers Group in accordance with the Municipal Class EA process</li> <li>❖ Mr. Mullan further noted that the Overall Drainage Plan was being completed by Ainley on behalf of the Township &amp; the Midhurst Developers Group,</li> <li>❖ However, Mr. Mullan also noted that the NVCA would be a key contributor to both these studies.</li> </ul>
4	Reports and Studies Completed	<ul style="list-style-type: none"> <li>❖ Dr. Hutchinson noted that Hutchinson Environmental Sciences Limited completed the Assimilative Capacity Study (ACS), Phosphorus Budget and characterization of baseline conditions in the applicable downstream watercourses.</li> <li>❖ Dr. Hutchinson also noted that a detailed phosphorus loading analysis has been completed in the ACS and Phosphorus Budget are posted on the Township's website and will form part of the ESR.</li> <li>❖ Mr. Mullan noted the Wastewater Treatment Plant will have Membrane Filters which are recognized as the "best available technology" for wastewater treatment by the MOECC.</li> <li>❖ Dr. Hutchinson noted that the Phosphorus Budget shows a net reduction in phosphorus from the Pre-Development to Post Development stormwater water flows, with the use of LID's, but after accounting for the new phosphorus load from the Wastewater Treatment Plant, a small annual increase of 66 kg exists, which (conservatively) represents less than 0.2% of the current phosphorus load flowing through the Minesing Wetland on an annual basis.</li> <li>❖ Mr. Mullan noted that the Midhurst Developers Group are committed to working with the NVCA to achieving a net-zero increase in phosphorus, if required.</li> <li>❖ Dr. Hutchinson also noted Currently there is approximately 3,800 kg of phosphorus moving through Willow Creek each year and approximately 40,000 kg moving through the Minesing Wetland each year.</li> </ul>

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5	Concerns	<ul style="list-style-type: none"> <li>⊗ Mr. French noted that there are problems with Low Impact Development (LID) measures situated on private property such as changes in ownership, lack of maintenance and asked which ones can be managed and what cannot?               <ul style="list-style-type: none"> <li>➤ Mr. Mullan noted that most of the LID's would be placed on Municipal property, such that they can be maintained.</li> <li>➤ Mr. Hibberd noted that it is important that the LID's be placed on Municipal property and that they be maintained to ensure the long-term sustainability of the benefits.</li> </ul> </li> <li>⊗ Mr. French asked if there are tipping points for phosphorus in Willow Creek and the Minesing Wetland?               <ul style="list-style-type: none"> <li>➤ Mr. Switzer responded that the net-zero increase in phosphorus was proposed by NVCA to avoid having to complete extensive and detailed studies on Willow Creek and the Minesing Wetland.</li> </ul> </li> <li>⊗ Mr. French asked if the discharge of effluent from Wastewater Treatment Plant into a small watercourse is a concern to the NVCA?               <ul style="list-style-type: none"> <li>➤ Mr Switzer noted it's not unusual and that in other areas such as Shelburne, Colgan and Tottenham, the Wastewater Treatment Plants discharge into small watercourses.</li> <li>➤ Mr Switzer also noted that the proposed increase in phosphorus discharge of 66 kg/yr, would need to be reduced to zero as required by the Minutes of Settlement. Further that the intent was to make best efforts to do this without offsetting.</li> </ul> </li> <li>⊗ Mr. Mullan noted that the technology being proposed within the Wastewater Treatment Plant is the "Best Available Technology" and that all opportunities for LID's will be utilized throughout the Midhurst Secondary Plan; therefore, best efforts are being taken to achieve the net zero increase.</li> <li>⊗ Mr. Hibberd requested that language should be included in the ESR linking the Class EA to the Overall Drainage Plan and acknowledging the net zero increase in phosphorus requirement.</li> <li>⊗ Mr. Hibberd also noted that the NVCA would like to see the ESR to be able to comment and ensure that the issues are being addressed.</li> </ul>
6	Scheduling	<ul style="list-style-type: none"> <li>⊗ Further to the questions relating to the schedule for the Class EA, Overall Drainage Plan and the Subdivision construction Mr. Mullan identified the following anticipated timing: <u>Class EA</u> <ul style="list-style-type: none"> <li>➤ Following the Oct 18 2016 Public Information Centre (PIC) associated with the Class EA formal response comments have recently been issued by Ainley;</li> </ul> </li> </ul>

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6	Scheduling	<ul style="list-style-type: none"> <li>➤ The Draft Environmental Study Report (ESR) is to be submitted on late March to the Class EA Steering Committee;</li> <li>➤ The Class EA Steering Committee and Council (In Camera) will meet to review and discuss the Draft ESR;</li> <li>➤ Following the Steering Committee meeting the Draft ESR will be submitted to the Ministry of Environment and Climate Change (MOECC) to receive their comments. The MOECC will likely take 4 to 5 weeks to review and provide comments back to the Township.</li> <li>➤ Finalization and publication of the ESR for the 30-day public review period in June.</li> </ul> <p><u>Overall Drainage Plan</u></p> <ul style="list-style-type: none"> <li>➤ Ainley, SCS and Crozier are continuing to work on the Overall Drainage Plan including the 25 mm infiltration target, Low Impact Development (LID) requirements throughout 2017.</li> <li>➤ In conjunction with preparation of the various sub-reports, meetings will be coordinated with the NVCA to ensure they are on board with the alternatives be presented.</li> <li>➤ The target for the completion of the Overall Drainage Plan is the end of 2017.</li> </ul> <p><u>Subdivision Development</u></p> <ul style="list-style-type: none"> <li>➤ Ongoing review and signoff of the Draft Plans conditions through 2017 &amp; 2018 associated with the various subdivisions within the Midhurst Secondary Plan.</li> <li>➤ The Midhurst Development Group target is to break ground in 2019-2020 but there is a lot of work to be done before that such as clearing of Draft Plan conditions, detailed designs, etc.</li> </ul> <ul style="list-style-type: none"> <li>⊗ Mr. French noted that the Developers should not be dictating the timeframe. There should be a comfortable timeframe so that the experts can work and do a good job.</li> <li>⊗ It was agreed that J. Mullan would to prepare and circulate a GANTT Chart showing timelines for the completion of the Overall Drainage Plan;</li> <li>⊗ Mr. Mullan reiterated that the Environmental Study Report (ESR) for the Class EA can move forward independently of the Overall Drainage Plan.</li> <li>⊗ Mr. Mullan further noted that all the requirements of the NVCA Minutes of Settlement must be resolved/cleared before the Development proceeds.</li> </ul>

Item	Description	Action/Notes
		<ul style="list-style-type: none"> <li>❖ Mr. Brindley noted the Township may need to hire a dedicated Project Manager to manage, facilitate and oversee the approvals and construction of the Midhurst Secondary Plan.</li> <li>❖ Mr. Mullan noted that the Town of Innisfil hired a dedicated Project Manager for the Big Bay Point Development.</li> </ul>
7	Effluent Treatment and Phosphorus Offsets	<ul style="list-style-type: none"> <li>❖ Dr. Hutchinson noted that the effluent objectives and any requirement for Phosphorus offsetting would be required/regulated via MOECC's Environmental Compliance Approval (ECA) for the Wastewater Treatment Plant, similar to the recent case in Tottenham.</li> <li>❖ Mr. Mullan stated that, in the Tottenham case, an expansion to the Wastewater Treatment Plant which was necessary to accommodate new growth was going to increase the amount of phosphorous being discharged to Beeton Creek. Therefore, the local Developers were required by MOECC to provide monies to the NVCA for the implementation of a phosphorous offsetting program.</li> <li>❖ Mr. Hibberd noted there are challenges associated with phosphorus offset programs particularly relating to ones that are not under Municipal or Agency control, to ensure their long term sustainability.</li> <li>❖ Dr. Hutchinson noted that in lieu of spending additional "significant monies" on the additional technologies at the Wastewater Treatment Plant for little to no reduction in Phosphorus being discharged, it could provide a significantly greater environmental benefit to Willow Creek and Minesing Wetlands, relating to phosphorus reduction, by undertaking offsetting improvements within in the watershed.</li> <li>❖ Dr. Hutchinson further noted that a report has previously been completed by Greenland Consulting, that identified significant phosphorus offsetting opportunities within the Willow Creek and other local watersheds.</li> <li>❖ Dr. Hutchinson noted that MOECC has set offsetting ratios (usually 2:1) for other projects that are implemented through a Director's Deviation as part of the Environmental Compliance Approval (ECA) for the Wastewater Treatment Plant.</li> <li>❖ Mr. Switzer noted that, in the South Nation (outside Ottawa) phosphorus offset example the funding is provided year after year for stewardship which ensures ongoing process with a variety of different stakeholders. Further in the Tottenham case the offsets were made through a one-time improvement of the Municipal Stormwater Management facilities;</li> <li>❖ Dr. Hutchinson further noted that each septic system associated with existing homes, within 300m of Willow Creek, discharge approximately 2kg of phosphorus, per house to the creek each year. Therefore, if a number of existing homes were disconnected from their septic system and connected to the Wastewater Treatment Plant, there could be</li> </ul>

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		<p>significant reductions in phosphorus being discharged to the watershed.</p> <ul style="list-style-type: none"> <li>☼ Mr French noted that Council has clearly stated that existing residents will not be required to connect to the Wastewater Treatment Plant, but if the Developers Group wanted to explore paying for such then it should be reviewed.</li> <li>☼ It was acknowledged by Mr. Hibberd that this type of offsetting would be looked upon favourably by the NVCA as it is sustainable in the long term i.e. there is no chance that the improvement can be reversed in the future.</li> <li>☼ It was noted that this type of phosphorus offsetting opportunity should be investigated further.</li> </ul>
8	Monitoring	<ul style="list-style-type: none"> <li>☼ Mr. French asked how will monitoring assess that the ongoing phosphorus load target is being met and what would happen if issues arise? <ul style="list-style-type: none"> <li>➤ Dr. Hutchinson noted that Hutchinson Environmental has completed substantial baseline monitoring of water quality and aquatic biota in creeks that will receive treated effluent and stormwater and that this baseline information is to be used to compare against any future changes.</li> <li>➤ Dr. Hutchinson further noted that an Adaptive Monitoring and Management Plan would be developed as part of the Overall Stormwater Plan.</li> <li>➤ Mr. Mullan noted that if issues are documented by the Adaptive Monitoring and Management Plan then future development approvals could be withheld until the necessary corrective measures are put in place.</li> </ul> </li> </ul>

**Adjournment**

The meeting was adjourned at approximately 4:00pm.

Any errors and/or omissions from these Meeting Notes should be reported to the undersigned as soon as possible.

Notes prepared by Brent Parsons and subsequently finalized by:



J. A. Mullan, P.Eng.  
President & CEO