

TERMS OF REFERENCE

FOR THE PREPARATION OF AN INTEGRATED WATERSHED MANAGEMENT PLAN FOR THE

LOWER INTERLAKE WATERSHED

June 16, 2008

**Prepared by the
East Interlake Conservation District
Water Planning Authority**

INTRODUCTION

The Manitoba Water Strategy (April 2003) identifies Manitoba's vision for water as "An abundance of high quality water to support and maintain our ecosystems and provide for the present and future needs of all Manitobans". Working towards this vision, Manitoba has undertaken many water related initiatives including the review and consolidation of existing water legislation. As a result of this effort, Manitoba developed *The Water Protection Act* which was proclaimed in January of 2006. The purpose of *The Act* is to provide for the protection and stewardship of Manitoba's water resources and aquatic ecosystems.

Part 3 of *The Water Protection Act* relates to watershed management. It contains the details regarding the designation, role and responsibilities of a Water Planning Authority, content of a watershed management plan, required consultations, process for plan approval and amendments, establishment and purpose of the Water Stewardship Fund, and the establishment, role and responsibilities of the Manitoba Water Council.

In March 2008, through a Memorandum of Understanding signed with Manitoba Water Stewardship, the East Interlake Conservation District (EICD) became the Water Planning Authority for the Lower Interlake Watershed (050J).

The EICD is located along the Western shores of Lake Winnipeg and includes the municipalities of Armstrong, Bifrost, Fisher, Gimli, Rockwood, Rosser, and St. Andrews, West St. Paul, Woodlands, towns of Arborg, Stonewall, Teulon and Winnipeg Beach, and the villages of Dunnottar and Riverton.

The mandate of the EICD is "to promote the sustainable use and management of land and water resources within the East Interlake region of Manitoba."

The Planning Area for the Lower Interlake Watershed Management Plan is shown in Appendix A.

PURPOSE

The purpose of the Lower Interlake Watershed Management Plan is to create a long-term plan for the protection, conservation and restoration of water, aquatic ecosystems and drinking water sources within the watershed through the establishment of watershed-based activities, goals and targets.

Through implementation of the plan, the stakeholders and resource management organizations within the watershed will be able to cooperatively prioritize human and financial resources and efforts to ensure safe and sustainable drinking water supplies, maintain healthy aquatic ecosystems, and adopt land use and development practices most suited to specific environments and locations.

Participants and Responsibilities

A. WATER PLANNING AUTHORITY (WPA)

The Water Planning Authority (WPA) is the Executive Board of the East Interlake Conservation District. The WPA is the recognized legal entity, established through *The Water Protection Act*, with the main responsibility of ensuring that an Integrated Watershed Management Plan (IWMP) is completed in accordance with Part 3 of the Act.

Responsibilities

1. Ensure the plan adheres to all of the requirements of the Water Protection Act.
2. Ensure that the plan reflects provincial priorities, while also addressing local issues and interests.
3. Submit the plan to the minister for review and approval.
4. Fully review, assess, and evaluate the IWMP implementation plan annually.
5. Report on plan progress and success.
6. Facilitate the completion of a new plan as scheduled in the plan.

B. PROJECT MANAGEMENT TEAM (PMT)

The Project Management Team (PMT) is the secretariat to the Water Planning Authority and guides the overall management and development of the plan.

Responsibilities:

- Identify a Chairperson to plan meeting agendas and lead discussions;
- Coordinate all plan related meetings and advertising;
- Facilitate and lead the public consultation meetings;
- Manage the budget and plan schedule;
- Document and distribute Record of Decisions/Action Items notes to the Water Planning Authority and stakeholders group;
- Engage participation and interest from the watershed community;
- Ensure that all aspects of *The Water Protection Act* are considered and incorporated into the plan;
- Provide input and edits to the plan (draft and final);
- Forward the final draft plan to the Water Planning Authority for approval prior to submission to the Minister of Water Stewardship;
- Complete other tasks as required.

MB WATER STEWARDSHIP WATERSHED PLANNER

The Watershed Planner acts as a coordinator and facilitates the completion of an IWMP which reflects provincial and local priorities and meets the requirements of the Water Protection Act.

Responsibilities

1. Ensure that the *Water Protection Act* and other provincial legislation, regulations and policy are recognized and adhered.
2. Support the development of the plan.
3. Coordinate contact with government departments, including the input of government technical experts.
4. Assist the PMT in their role within the IWMP process.

The MB Water Stewardship Planner will NOT chair PMT meetings, lead the plan, or singularly make major decisions about plan content.

STAKEHOLDERS

The 'Stakeholders' are watershed residents, people or organizations that have an interest or stake in the current or planned activities within the watershed. Stakeholder groups are identified by the Project Management Team and specifically recognize the importance of consulting local planning districts and First Nations communities.

MINISTER OF WATER STEWARDSHIP

The final approval of the Lower Interlake Watershed Management Plan lies with the Minister of Water Stewardship. Upon receiving a proposed plan, the minister may refer it to the Manitoba Water Council for its review and comment.

Integrated Watershed Management Planning Process

The following table outlines the integrated watershed management planning process over the next year.

	KEY ACTIVITY	DELIVERABLE	TIMELINE
PRE-PLANNING	Designation of Water Planning Authority to develop Watershed Mgmt Plan	Signed Memorandum of Understanding (MOU)	March 2008
	Identify purpose, participants, roles and responsibilities and process schedule	Terms of Reference	March - April 2008
PLAN PREPARATION AND APPROVAL	First round of public / stakeholder consultations to obtain input on watershed issues	List of prioritized issues, options, measures of success and goals	June 2008
	Summarize information from first round of public / stakeholder consultations	Issues / Options / Measures of Success summary document	July - August 2008
	Develop Source Water Assessments for all Public Water Supply systems in watershed	Source Water Assessments	July - August 2008
	Request technical input and recommendations on specific watershed issues from Technical Advisory Committee	Technical input responses addressing specific requests / questions	Sept 2008 - Dec 2009
	Compile issues, supporting technical information and action items into Draft Plan	Draft Plan (including Source Water Protection Plans)	Jan 2008 – Feb 2009
	Second round of public / stakeholder consultations to ask if the Draft Plan accurately captures the watershed issues and identifies feasible and worthy actions	Comments back on Draft Plan	Mar 2009
	Make edits to plan based on all feedback received to date and request approval from Water Planning Authority	Water Planning Authority approved Watershed Management Plan	April – May 2009
	Submit plan to Minister of Water Stewardship for review and approval	Provincially approved Watershed Management Plan	June 2009
IMPLEMENTATION	Implement the Watershed Management Plan	Review Programs, establish and maintain partnerships, measure success and undertake projects	July 2009 - Dec 2018
	Inform the watershed community about the completed Watershed Management Plan	Communications document	July-Aug 2009
	Develop annual plans to adopt targeted programming to address priority issues identified in plan	Strategic (Business) Plan	Annually

Budget

Category	Task	Direct Cost to EICD	In-Kind Cost from EICD	In-Kind Cost from Province	Total
Meetings (remuneration, coffee, hall rental)	PMT (12)	\$6,000	\$1,200	\$6,000	\$12,000
	Public Consultation (8)	\$5,000	\$400	\$8,000	\$13,000
Communication (Design and Printing)	Advertising	\$3,000		\$1,000	\$4,000
	Introductory Pamphlet	\$5,000			\$5,000
	Issue Summary		\$1,000	\$1,000	\$2,000
	Technical Submission	\$500		\$1,000	\$1,500
	Draft IWMP	\$500			\$500
	Final IWMP	\$5,000			\$5,000
	Public Communication	\$5,000			\$5,000
	Web page Development		\$500		\$500
Reporting (Writing Time)	Introductory Pamphlet		\$500		\$500
	Issue Summary		\$3,000	\$3,000	\$6,000
	Technical Submissions			\$35,000	\$35,000
	Draft IWMP		\$5,000	\$5,000	\$10,000
	Final IWMP		\$2,000	\$2,000	\$4,000
	Public Communication Document		\$1,000	\$1,000	\$2,000
TOTAL		\$30,000	\$14,600	\$63,000	\$107,600

Plan Approval

The WPA must submit the plan to the Minister of Water Stewardship for approval.

The Terms of Reference for the Netley-Grassmere Integrated Watershed Management Plan was approved by the Project Management Team on June 16, 2008 by Resolution # 4.3 - R. Gamble – G. Peltz.