

## Boyne Morris Watershed Terms of Reference



Watershed Planning and Programs  
Manitoba Sustainable Development  
July, 2016

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## **INTRODUCTION**

This document presents the Terms of Reference (TOR) for the Boyne-Morris Integrated Watershed Management Plan (IWMP). The TOR includes the following information:

- A review of guiding policy and legislation;
- A review of purpose of the Boyne-Morris Integrated Watershed Management Plan;
- A summary of background information and description of the planning area;
- A description of the principles of integrated watershed management;
- The roles, responsibility and accountability of those who will be involved;
- The potential linkages to other planning initiatives;
- A proposed schedule and budget for the planning process;
- A strategy for shared implementation; and
- A strategy to monitor and evaluate the plan's success.

## **GUIDING POLICIES AND LEGISLATION**

Manitoba's vision for water is "*The best water for all life and lasting prosperity*". Striving to attain this vision, Manitoba has undertaken many water related initiatives including the review and consolidation of existing water legislation. As a result, Manitoba developed *The Water Protection Act* which was proclaimed in January of 2006. The purpose of *The Water Protection 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 and planning. It describes the designation, role and responsibilities of a Watershed Planning Authority, required content of an integrated watershed management plan, required consultations, process for plan approval and amendments, and the establishment, role and responsibilities of the Manitoba Water Council. Further, it identifies the importance of developing plans to address land drainage and flood control, protect drinking water sources, and identify ways the plan can be implemented, monitored and evaluated.

## **PURPOSE**

The purpose of the Boyne-Morris Integrated Watershed Management Plan is to positively influence land and water management with a focus on protecting water, aquatic ecosystems and drinking water sources in the Boyne-Morris Watershed.

## **BACKGROUND INFORMATION**

An IWMP is a document that outlines actions to address priority land and water issues on a watershed scale. An IWMP strives to assist residents, stakeholders and all levels of government in making responsible decisions on how to conserve, protect and improve water resources, drinking water sources and aquatic ecosystems.

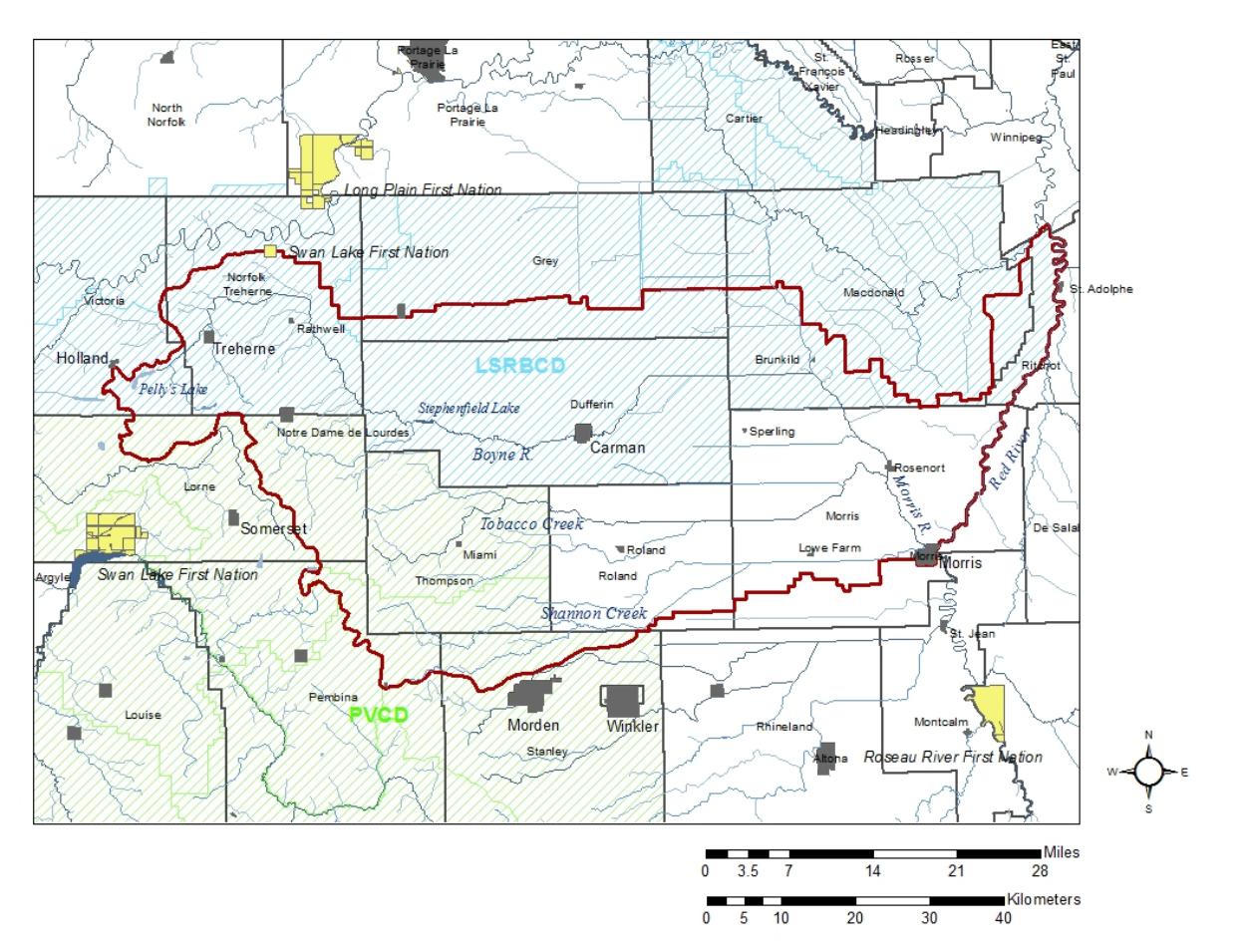
The Province of Manitoba and the La Salle Redboine & Pembina Valley Conservation Districts (LSRBCD & PVCD) entered into a Memorandum of Understanding (MOU) in March 2016 to designate the two conservation districts as the joint Water Planning Authority (WPA) for the development of the Boyne-Morris IWMP. The MOU outlines responsibilities for both parties in the development of the Boyne-Morris IWMP.

In April of 2016, the Districts began to form a Project Management Team (PMT) to initiate the planning process for the Boyne-Morris IWMP. The PMT acts as the secretariat to the WPA and guides the overall management and development of the plan.

## **PLANNING AREA**

The Boyne-Morris Watershed includes the Boyne River system (including Pelly's Lake, Stephenfield Lake and the Norquay Channel), Tobacco Creek, Shannon Creek, and the Morris River (Figure 1). The Boyne River and Tobacco and Shannon Creek systems flow in an eastward direction from headwaters originating in the Manitoba Escarpment (including the rural municipalities of Victoria, Norfolk Treherne, Lorne, Thompson, Pembina), through the mid- to low- elevations (the rural municipalities of Grey, Macdonald, Dufferin, Roland, Stanley), and eventually meet the Morris River in the Rural Municipality of Morris. The Morris River flows to the Red River, which in-turn flows north through the City of Winnipeg and Selkirk and into Lake Winnipeg.

The planning area for the Boyne-Morris Watershed also includes water that flows directly into the Red River between Morris and Winnipeg (Figure 1).



**Figure 1: Boyne-Morris Watershed (boundary outlined in red).**

## **PRINCIPLES OF INTEGRATED WATERSHED MANAGEMENT**

<b>Mutual Dependence</b>	Water, land and related resources are interdependent and must be managed as such.
<b>Accountability</b>	Each of us is responsible for the social, economic and environmental consequences of our decisions and accountable for our actions.
<b>Transparency</b>	Actions must be based on relevant information, and team members must use an accessible, open and informed decision making process.
<b>Respect</b>	All interactions must be fair and respectful and provide for an environment for sharing ideas and solutions. Everyone has an important role.
<b>Balance and Integration</b>	Consideration of social, economic and environmental costs and benefits must be an integral part of all decision making.
<b>Be Local</b>	Watershed management and planning will provide forums that will encourage and provide opportunity for consultation and meaningful participation in decision making.
<b>Coordinated and Cooperative Efforts</b>	Coordinated and cooperative efforts are needed among all government and non-government interests.
<b>Recognition</b>	There must be recognition of existing rights, treaties, agreements and obligations in all decision making.
<b>Transition Takes Time</b>	Sustainability is a journey that requires constant feedback, learning and adjustment. In the short-term, the elements of sustainability may not always be in balance.
<b>Commitment</b>	Watershed management requires a long-term commitment, with continual adaptation and modification based on information provided by regular monitoring and updates.

<b>Support</b>	Actions require resources. Support for the planning process extends beyond meeting participation, and is best shown through action on the ground.
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## PARTICIPANTS AND RESPONSIBILITIES

### WATER PLANNING AUTHORITY (WPA)

The Water Planning Authority is the organization deemed responsible for the development of an integrated watershed management plan in accordance with *The Water Protection Act* for a specific watershed. Through a Memorandum of Understanding signed with the Province of Manitoba in March 2016, the LSRBCD & PVCD became the joint WPA for the Manitoba portion of the Boyne-Morris Watershed.

### PROJECT MANAGEMENT TEAM (PMT)

The Project Management Team is the secretariat to the WPA and acts as the key decision makers as they guide the overall management and development of the plan. Membership includes:

- The manager and two board or subdistrict members from each conservation district;
- A Watershed Planner from Manitoba Sustainable Development;
- One urban representative;
- One rural representative;
- One representative from the Tobacco Creek Model Watershed;
- One representative from the Roseisle Creek Watershed Association; and,
- One representative from Swan Lake First Nation.

### WATERSHED TEAM (WT)

The Watershed Team is a large group (~30 to 40 people) comprised of representatives from organizations with background scientific, traditional and local knowledge, of which many have a specialization in certain field of land, water, agriculture and natural resource management. The Watershed Team is expected to provide an overview of existing information to facilitate stakeholder discussions and understanding of the watershed, as well as, identify assets, issues, assess options, and provide recommendations to address specific watershed issues. Membership may include, but is not limited to:

- Members of the Project Management Team
- Rural Municipalities
- First Nations
- Non-profit environmental organizations
- Planning Districts or land-use planning groups

- Provincial Government Departments (Sustainable Development, Agriculture, Indigenous and Municipal Relations, Infrastructure, etc.)
- Federal Government Departments (Environment Canada, Agriculture and Agri-Food Canada, etc.)

## MUNICIPAL AND FIRST NATION COUNCILS

To ensure timely communication between the Project Management Team and Municipal and First Nation Councils, scheduled meetings to develop and review several components of the draft plan have been identified in the schedule of planning activities (below). These include:

- Participation in public engagement meetings;
- Council input on surface water management issue areas;
- Council input on source water protection assessment actions; and,
- Council review of the draft plan prior to submitting the plan for approval from the Minister of Sustainable Development.

## MINISTER OF SUSTAINABLE DEVELOPMENT

As identified in *The Water Protection Act*, the WPA must submit its IWMP to the Minister of Sustainable Development for approval. Upon receiving a proposed plan, the Minister may refer it to the Manitoba Water Council for review and comment prior to plan approval.

## **LINKAGES TO OTHER PLANNING INITIATIVES**

Other planning initiatives and development plans residing within the Boyne-Morris Watershed will be taken into consideration when developing this IWMP, including the Stephenfield Lake Management Plan (2005) and the South Tobacco Creek Model Watershed (2005 – present).

Most municipalities within the Boyne-Morris Watershed belong to a regional Planning District, with the exception of the Town of Morris, the RM of Morris and the RM of Roland. Planning Districts (PD) located within the Boyne-Morris Watershed include the following:

- South - Central (including Norfolk Treherne, Victoria and Lorne)
- Grey - St. Claude
- Carman - Dufferin
- Pembina - Manitou
- Morden – Stanley – Thompson - Winkler (MSTW)
- Macdonald – Ritchot

## SCHEDULE

The planning process occurs on a ten-year cycle and is organized into three phases – pre-planning, plan development and plan implementation. There will be four “check in” points to ensure the Project Management Team communicates regularly and solicits input from Municipal and First Nation councils throughout the development of the IWMP.

### PHASE 1 - PRE-PLANNING

**CHECK POINT 1: Receive endorsement from all councils on the Terms of Reference and invite councils to participate in public engagement meetings.**

	KEY ACTIVITY	DELIVERABLE	TIMELINE
PRE-PLANNING	Designate a Water Planning Authority to develop the Boyne-Morris River IWMP	Memorandum of Understanding	March 2016
	Establish a balanced and dedicated group of people that will manage the planning process and develop the plan	Project Management Team	May - June 2016
	Develop a reference document that identifies the purpose of the plan, participant roles and responsibilities, schedule, budget, and other pertinent information necessary to guide the planning process	Terms of Reference	May-July 2016

### PHASE 2 - PLAN DEVELOPMENT

**CHECK POINT 2: Councils will be given the opportunity to participate in public meetings, Source Water Protection Assessments, identification of Surface Water Management Issue Areas, and the Watershed Team, as outlined below.**

	KEY ACTIVITY	DELIVERABLE	TIMELINE
PLAN PREPARATION	Compile existing literature and studies into watershed information package	Watershed Characterization	Fall & Winter 2016
	Hold public / stakeholder meetings at locations throughout the watershed to gain input on local issues	List of well-defined and prioritized local issues and options	Summer/ Fall 2016
	Summarize information from public consultation meetings	Summary of Watershed Issues identified by public	Winter 2016
	<u>Source Water Assessments</u> at all the Public Water Supply Systems in watershed	<u>Source Water Protection Assessments</u>	Spring 2017

Hold meetings with municipal staff, First Nation councils, MIT and MSD to identify, map and discuss flooding and water management issue areas	<u>Surface Water Management Issue Areas Map</u>	Summer/Fall 2017
Watershed Team Meeting #1	Information exchange, issue discussion and confirmation, surface water management zone maps, and draft recommendations	Spring 2017
Compile information received from first round of public / stakeholder consultations and Watershed Team meeting into a draft plan	1 <sup>st</sup> Draft IWMP	Winter 2017/18

**CHECK POINT 3: The draft plan will be reviewed by Municipal and First Nation Councils prior to submitting the plan for approval from the Minister of Sustainable Development.**

KEY ACTIVITY	DELIVERABLE	TIMELINE
PLAN PREPARATION	Watershed Team Review of Draft Plan	Review outline of IWMP, discuss stakeholder commitments and revise maps and recommendations
	Edit Draft IWMP based on comments / feedback received	2 <sup>nd</sup> Draft IWMP
	Present Draft IWMP to Municipal and First Nation councils and other stakeholders for review and comments	Public review of 3 <sup>rd</sup> Draft IWMP
	Final edits to draft IWMP	Final Draft IWMP
	Submit IWMP to Minister of Sustainable Development for provincial review and approval	IWMP

## PHASE 3 – PLAN IMPLEMENTATION

**CHECK POINT 4:** Annual check-ins with all councils on the progress of implementing actions within the plan.

IMPLEMENTATION	KEY ACTIVITY	DELIVERABLE	TIMELINE
	Implement the IWMP	Review Programs and Budget, establish and maintain partnerships, measure success and complete projects	Summer 2019
	Monitor and evaluate actions	IWMP reporting	Annually
	Revise IWMP	Revise IWMP	10 years

## BUDGET

The Province of Manitoba provided a watershed planning grant of \$25,000 to the joint WPA to cover the costs associated with plan development. Eligible expenses for this planning grant are outlined in Appendix A of the Memorandum of Understanding. This grant funding is not to be used to implement the plan actions.

The Province of Manitoba, federal government departments, local government, First Nation communities and many other stakeholders provide significant in-kind support throughout the development of the plan. The Districts also provide significant financial and technical assistance throughout the planning process including remuneration expenses for PMT members.

An estimated budget is outlined in Table 1.

**Table 1: Planning Grant Suggested Budget**

Category	Tasks	Budget
Meetings (room rental, refreshments, etc.)	Project Management Team and Watershed Team meetings	\$4,000
	Engaging Watershed Residents	\$3,000
Design and printing	Graphic Design	\$8,000
	Printing Final Plan (minimum of 500 copies)	\$7,000
Promotion and Advertising	May include mail-outs to watershed residents, newspaper advertisements, distribution of final plan, etc.	\$3,000
<b>TOTAL</b>		<b>\$25,000</b>

## **SHARED IMPLEMENTATION STRATEGY**

The IWMP is to include an implementation strategy which will outline the organization(s) responsible for implementing each action in the plan. This shared implementation strategy will guide and assist stakeholders with the implementation of the plan.

Funding to implement the plan is to be shared by watershed partners. The La Salle Redboine and Pembina Valley Conservation Districts receive funding from The Province of Manitoba to implement actions in the plan that fall within their mandate through their annual CD operating grant.

## **MONITOR AND EVALUATE PLAN SUCCESS**

Over the ten year planning cycle, the PMT is to monitor the plan's implementation progress on an annual basis. The plan will also include measures of success as a tool to understand improvements made to the health of the watershed.

## **ENDORSEMENT**

The following partners support the principles of integrated watershed management and agree to work together to develop the Boyne-Morris Integrated Watershed Management Plan and implement the recommendations in the plan that fall within their mandate. The intent of endorsing this document is to gain support and build partnerships and cooperation to assist with the protection, conservation and restoration of water, aquatic ecosystems and drinking water sources in the Boyne-Morris Watershed.

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Roy Wood  
Chair, LaSalle Redboine Conservation District

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Date

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Murray Seymour  
Chair, Pembina Valley Conservation District

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Date

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Kristin Hayward  
Manitoba Sustainable Development

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Date

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Francine Meeches  
Chief, Swan Lake First Nation

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Date

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Harold Purkess  
Reeve, RM of Victoria

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Date

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Craig Spencer  
Reeve, Municipality of Norfolk Treherne

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Date

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Aurel Pantel  
Reeve, RM of Lorne

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Date

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Raymond Franzmann  
Reeve, RM of Grey

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Date

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George Gray  
Reeve, RM of Dufferin

Date

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Glenn Shiskoski  
Reeve, Municipality of Pembina

Date

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Brian Callum  
Reeve, RM of Thompson

Date

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Brad Erb  
Reeve, Municipality of Macdonald

Date

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Ralph Groening  
Reeve, RM of Morris

Date

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Jackie Hunt  
Mayor, RM of Ritchot

Date

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John Hughes  
Reeve, RM of Roland

Date

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Morris Olafson  
Reeve, RM of Stanley

Date

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Bob Mitchell  
Mayor, Town of Carman

Date

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Gavin van der Linde  
Mayor, Town of Morris

Date