

# TERMS OF REFERENCE

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## RAT MARSH RIVER INTEGRATED WATERSHED MANAGEMENT PLAN

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### 1. INTRODUCTION

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 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 describes the designation, role and responsibilities of a Water Planning Authority, required 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. Further, it identifies the importance of developing plans to address land drainage and flood control, protect drinking water sources, and identify ways that the plan can be implemented, monitored and evaluated.

### 2. PURPOSE

The purpose of the Rat Marsh River Integrated Watershed Management Plan is to provide watershed stakeholders with a list of recommendations and initiatives that should be implemented in order to address water related issues in the watershed.

### 3. PARTICIPANTS AND RESPONSIBILITIES

#### WATER PLANNING AUTHORITY (WPA)

The Water Planning Authority is the recognized legal entity / organization, authorized through *The Water Protection Act* that takes on the responsibility of developing an integrated watershed management plan (IWMP).

In March 2009, through a Memorandum of Understanding signed with Manitoba Water Stewardship, the Seine-Rat River Conservation District became the Water Planning Authority for the Rat River Watershed (Figure 1).

Responsibilities:

- Ensure that the plan adheres to the required content as identified in *The Water Protection Act*

- Ensure that the plan reflects provincial priorities, while also addressing local issues and interests
- Submit the plan to the Minister of Water Stewardship for review and approval
- Review, assess, and evaluate the IWMP implementation plan annually
- Report on plan progress and successes
- Facilitate plan review and update

## **PROJECT MANAGEMENT TEAM (PMT)**

The Project Management Team is a small group of key decision makers appointed by the Water Planning Authority to represent the interests of all watershed stakeholders and keep the watershed planning process on schedule and moving along as smoothly as possible. The group maintains regular communications and typically meets monthly throughout the planning process.

Responsibilities:

- Develop a Terms of Reference for approval by the Water Planning Authority
- Identify a Chairperson to plan meetings, agendas, lead discussions, and be the spokesperson for the group
- Establish a Watershed Team
- Coordinate meetings and advertisements
- Facilitate and lead the public consultation and stakeholder meetings
- Collect and manage all information submissions, technical reports and consultation inputs
- Manage the plan budget and schedule
- Record and distribute meeting minutes to the Water Planning Authority and Watershed Team members and post on WPA or CD website
- Engage participation and interest from the watershed community
- Be familiar with *The Water Protection Act*
- Clearly identify the plan writer and editor(s)
- Determine layout and look of plan
- Provide input and edits to the plan (draft and final)
- Develop a communications strategy to inform watershed residents of the IWMP and how they can participate in implementation

Membership may include representative(s) from:

- Water Planning Authority / Seine-Rat River Conservation District
- Watershed Planner from Manitoba Water Stewardship – Planning and Coordination Branch
- First Nations communities within watershed
- Other key stakeholders

## **WATERSHED TEAM**

The Watershed Team is a large group (30-40 people) comprised of representatives from organizations with background knowledge and/or

specialization in water resources management, agriculture, land-use planning and local conditions. These are people and organizations that can change something, gain something, or lose something as a result of plan implementation. The team meets three or four times throughout the planning process.

Responsibilities:

- Provide existing technical data, relevant watershed information, and first-hand knowledge and experiences with local conditions
- Present the views and concerns of the organization that they are representing
- Assist with identifying watershed issues, discussing options, and providing recommendations and approaches to address the issues

Membership may include, but is not limited to, representative(s) from:

- Manitoba Water Stewardship
- Manitoba Conservation
- Manitoba Agriculture, Food and Rural Initiatives
- Manitoba Infrastructure and Transportation
- Manitoba Local Government
- Manitoba Innovation, Energy and Mines
- Manitoba Water Services Board
- Municipalities in watershed as shown on Figure 1
- Roseau River First Nations
- Fisheries and Oceans Canada
- Environment Canada
- Nature Conservancy of Canada
- Ducks Unlimited Canada
- Keystone Agricultural Producers
- Manitoba Cattle Producers Association
- Stuartburn Piney Agricultural Development Association
- Manitoba Habitat Heritage Corporation
- Manitoba Pork Council
- St Malo Lake Stewardship Working Group
- St Malo Wildlife Association

## **MINISTER OF WATER STEWARDSHIP**

As required in Section 18 of *The Water Protection Act*, the Water Planning Authority must submit its proposed integrated watershed management plan to the Minister of Water Stewardship for final approval. The Minister may forward it to the Manitoba Water Council for review, comments and advice.

## **MANITOBA WATER COUNCIL**

The Manitoba Water Council is a group of individuals appointed by the Minister of Water Stewardship who, in the opinion of the Minister, are representative of the regional diversity of Manitoba and of local government, agricultural and environmental perspectives.

## 4. PRINCIPLES OF INTEGRATED WATERSHED MANAGEMENT

The following principles will guide the watershed planning process and shall remain forefront in future decisions and activities.

<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.
<b>Balance and Integration</b>	Consideration of social, economic and environmental costs and benefits must be an integral part of all decision making.
<b>Opportunity</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.

## 5. SCHEDULE

	KEY ACTIVITY	DELIVERABLE	TIMELINE
PRE-PLANNING	Designate a Water Planning Authority to develop the Rat Marsh River IWMP	Memorandum of Understanding	March 2009
	Establish a balanced and dedicated group of people that will manage the planning process and develop the plan	Project Management Team	November 2009
	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	September 2010
PLAN PREPARATION	Compile existing literature and studies into watershed information package	Watershed Characterization	October 2010
	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	October 2010
	Source Water Assessments at all the Public Water Supply Systems in watershed	Source Water Protection Assessments	October 2010
	Hold meetings with RM staff, MIT and MWS to identify, map and discuss flooding and water management issue areas	Surface Water Management Issue Areas Map	November 2010
	Summarize information from public consultation meetings	Summary of Watershed Issues identified by public	January 2011
	Watershed Team Meeting #1	Information exchange, issue discussion and confirmation, surface water management zone maps, and draft recommendations	February 2011
	Compile information received from first round of public / stakeholder consultations and Watershed Team meeting	1 <sup>st</sup> Draft IWMP	March 2011
	Watershed Team Meeting #2	Review outline of IWMP, discuss stakeholder commitments and revise maps and recommendations	Early April 2011
	Edit Draft IWMP based on comments / feedback received	2 <sup>nd</sup> Draft IWMP	May 2011

	Watershed Team Meeting #3	Comments and suggestions to incorporate into Second Draft IWMP	Late May 2011
	Edit 2 <sup>nd</sup> Draft IWMP based on comments / feedback received	3 <sup>rd</sup> Draft IWMP	June 2011
	Present Draft IWMP to public / stakeholders for review and comments	Public review of 3 <sup>rd</sup> Draft IWMP	June 2011
	Final edits to draft IWMP	Final Draft IWMP	October 2011
	Submit IWMP to Minister of Water Stewardship for provincial review and approval	IWMP	October 2011
IMPLEMENTATION	Implement the IWMP	Review Programs and Budget, establish and maintain partnerships, measure success and do projects	October 2011
	Monitor and evaluate actions	IWMP reporting	Annually
	Revisit and update IWMP	Revisit IWMP Revise IWMP	5 years 10 years

## 6. BUDGET

Manitoba Water Stewardship provides a watershed planning grant of \$25,000 to the Water Planning Authority.

Manitoba Water Stewardship and other Provincial and Federal government departments provide in-kind technical assistance throughout the planning process, as required.

The Seine-Rat River Conservation District provides additional financial and technical assistance throughout the planning process.

<b>Activity</b>	<b>Budget Estimate</b>
Public consultation #1	\$3,000
Watershed Issues document	\$1,000
Develop and distribute Watershed Characterization document	\$1,500
Meeting with municipalities (including RM staff)	\$1,000
Source water assessments	\$1,000
Watershed Team Meeting #1	\$2,000
Develop plan outline	0
Watershed Team Meeting #2	\$1,000
Watershed Team Meeting #3	\$1,000
Plan presentation for public comments and review	\$5,000
Graphic design and layout of Final IWMP	\$3,500
Reproduce and distribute approved IWMP	\$5,000
<b>TOTAL</b>	<b>\$25,000</b>

## 7. PLAN IMPLEMENTATION

Plan implementation is funded through many sources. Manitoba Water Stewardship supports plan implementation through the Conservation Districts Program. Other departments, organizations and individuals provide support in a variety of ways as plan implementation proceeds.

It is important that all stakeholders participate in the planning process and provide input to the development of the plan because they play essential roles in plan implementation. The commitment to, and extent of, plan implementation that

each stakeholder organization plays will be included in the completed plan. The plan is a document developed by the watershed community for the watershed community.

## 8. ENDORSEMENT

The following partners support the principles of integrated watershed management and agree to work together to develop and implement the Rat Marsh River Integrated Watershed Management Plan.

The intent of endorsing this document is to gain support and build partnerships and cooperation among people and organizations in order to assist with the protection, conservation and restoration of water, aquatic ecosystems and drinking water sources in the Rat Marsh River Watershed.

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Chair  
Water Planning Authority

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Mayor  
RM of Ritchot

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Reeve  
RM of De Salaberry

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Mayor  
Village of St-Pierre-Jolys

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Reeve  
RM of Hanover

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Reeve  
RM of La Broquerie

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Reeve  
RM of Stuartburn

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Reeve  
RM of Morris

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Reeve  
RM of Franklin

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Reeve  
RM of Montcalm

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Reeve  
RM of Piney

