

TERMS OF REFERENCE

INTEGRATED WATERSHED MANAGEMENT PLAN

FOR THE

SEINE RIVER WATERSHED

PREPARED BY:

SEINE-RAT RIVER CONSERVATION DISTRICT

&

MANITOBA WATER STEWARDSHIP

March 28, 2006



INTRODUCTION

The Seine-Rat River Conservation District (SRRCD) was established on January 8, 2002, as a municipally-based organization to provide an avenue for local people to work together towards responsible environmental stewardship and to deliver sustainable land and water management initiatives. As referenced in the *Water Protection Act*, where a Board of a Conservation District may apply to become a Water Planning Authority for the creation of an Integrated Watershed Management Plan (IWMP), the Board of the SRRCD has decided to apply to become the Water Planning Authority for the Seine River Watershed, under the name “Seine River Watershed Water Planning Authority” (SRWWPA).

The organizational structure of the SRWWPA will include a Project Management Team (PMT) and a Watershed Planning Advisory Team (WPAT). The PMT will be a small group of committed individuals with the responsibilities of overseeing the ultimate creation and progress of the IWMP, while the WPAT will be a larger group comprised of provincial and federal representation, local stakeholder representation and other individuals with relevant technical and scientific knowledge and background. The SRRCD will involve some staff and members as part of the PMT and WPAT, and will be the contact office for plan progress and updates, upcoming meetings, and stakeholder involvement.

The IWMP for the Seine River Watershed will be the first comprehensive watershed-based plan that the SRRCD has worked on. The Board of the SRRCD believes strongly in the creation of the plan and is looking forward to reviewing their current activities and making improvements and progress towards sustainable resource management initiatives. The collaboration and involvement of other organizations, stakeholder groups and the public are seen as integral pieces of the plan. The SRWWPA is creating the plan as - a plan for the local people - by the local people.

The boundary of the Seine River Watershed will include all of the drainage area associated with the Seine River, Seine River Diversion, and Tourond Creek, as shown on the generalized map attached as Figure 1. The Upper Seine River is the most easterly sub-watershed. The headwaters are located south of Marchand within the Sandilands Provincial Forest where water flows in a northwesterly direction through the Village of La Broquerie and to the Town of Ste. Anne. Just southeast of the Town of Ste. Anne, the water flows one of two ways; either remaining in the original Seine River (Lower Seine River sub-watershed), or into the Seine River Diversion (sub-watershed). The Seine River Diversion was constructed in the mid-1960s in an effort to mitigate flooding events and provide drainage improvements to a significant portion of the rural municipalities of Hanover, Ste. Anne, Ritchot and Tache. The diversion flows in a westerly direction and enters the Red River near the community of St. Adolphe. The Manning Canal sub-watershed is the middle portion of the Seine River Watershed covering a large portion of the rural municipality of Hanover and draining northwesterly to the Seine River Diversion. The Tourond Creek sub-watershed includes the south portion of the Seine River Watershed and makes up the west boundary along the Red

River. The total drainage area of the Seine River Watershed is approximately 940 sq. miles (2435 sq. km).

Rural population growth, extensive community development and significant agricultural expansion have all occurred within the Seine River Watershed over the past 20 years. The increase in rural population growth has been mainly attributable to the expansions and success in the agricultural community. As a result of the significant growth and development, there has been a corresponding increase in the number of point and non-point sources of pollution entering the waterways, and a growing concern over impacts to water quality. As a planned approach to dealing with environmental concerns related to growth and development, and working directly with landowners towards implementing beneficial management practices on the landscape with the goal of ensuring the long-term sustainability of farming operations and the valuable resources associated with that success, the SRRCD is looking forward to the creation of the IWMP for the Seine River Watershed.

PURPOSE

MISSION STATEMENT

The mission statement of the SRWWPA is “To promote the stewardship of our land and water resources to ensure a healthy and prosperous lifestyle for all watershed residents, now and into the future”.

The mandate of the SRWWPA is “To facilitate effective rural leadership and coordination amongst all residents and resource users towards a cooperative goal of promoting and practicing the sustainable use and management of land, water and related resources within the Seine River Watershed”.

ISSUES STATEMENT

Protection of water quality has recently become an important issue in Manitoba. As a result, and to address this issue, the Province of Manitoba has created the *Water Protection Act*. The *Act* iterates the importance of identifying issues and risks related to our water resources, protecting our aquatic ecosystems and drinking water sources, and developing Integrated Watershed Management Plans. The *Act* enables certain groups to become Water Planning Authorities for watershed areas. The Board of a Conservation District is one group that could qualify to become a WPA, as is the case with the establishment of the Seine River Watershed Water Planning Authority.

The IWMP will outline the current state of the watershed, identify important issues and problems, establish a source water protection plan, and highlight subsequent actions and long-term monitoring plans in an effort to improve the terrestrial (land) and aquatic (water) ecosystems which in turn will improve surface water quality and safeguard groundwater within the Seine River Watershed.

LEGISLATED CONSIDERATIONS

The most relevant legislation that must be considered and addressed throughout the planning process and the creation of the IWMP is the *Water Protection Act*.

Part 3 of the *Water Protection Act* outlines the requirements for designating a water planning authority, considerations in preparing a plan, required contents of a plan, public consultation process, approval process, and other items required as part of creating a successful and acceptable IWMP. Throughout the entire process the SRWWPA will adhere to all the necessary requirements and will work closely with Manitoba Water Stewardship.

OUTCOMES

The anticipated outcomes of creating an IWMP are as follows:

- Identification of individuals, organizations, stakeholders, and technical staff having an interest in the sustainable management of resources within the Seine River watershed;
- Creation of a State of the Watershed report;
- Creation of a Source Water Protection Plan;
- Stakeholder involvement, buy-in and ownership;
- Creation of an IWMP;
- Ministerial approval of the final IWMP;
- Implementation, monitoring and evaluation.

The most desired outcome of the IWMP process is that there is momentum and commitment to compiling the plan as a local plan, and to never forget the fact that if the local people feel an ownership to the plan, the chances of long-term success are much higher.

PARTICIPANTS

PROVINCE OF MANITOBA

The Province of Manitoba will:

- 1) Act as the IWMP coordinators;
- 2) Provide a planning grant in the amount of \$25,000 to the WPA upon the completion and approval of a satisfactory IWMP Terms of Reference.

WATER PLANNING AUTHORITY

The Water Planning Authority will:

- 1) Submit a Terms of Reference for the preparation of the IWMP and any other terms or conditions that the Lieutenant Governor in Council considers necessary;
- 2) Ensure that all provisions for preparing the IWMP, considerations in preparing the plan, contents of the IWMP, consultation and public meetings, and plan review, revision and approval process are completed in accordance with the *Water Protection Act* (Part 3);
- 3) Ensure that provincial land and water guidelines, policies and legislation are considered and adhered to;
- 4) Ensure that watershed stakeholders are identified, contacted and actively engaged in the plan process;
- 5) Ensure that the IWMP reflects the purpose of the *Water Protection Act*, (Section 2);
- 6) Develop a 5-year operating plan and budget;
- 7) Ensure that the following watershed planning steps are undertaken:
 - a) Pre-plan
 - b) Background / History / Scope
 - c) State of the Watershed report
 - d) Challenges / Opportunities
 - e) Identification / Prioritization
 - f) Watershed mission and vision statement
 - g) Action Plan (goals and objectives)
 - h) Plan approval, publication and distribution
 - i) Implementation
 - j) Monitoring, evaluation and public reporting
 - k) Plan update
- 8) Complete the IWMP for the Seine River watershed by March 2008; and
- 9) Fully review the IWMP by March 2018.

PROJECT MANAGEMENT TEAM

The Project Management Team will:

- 1) Act as a steering committee throughout the planning process;
- 2) Report plan progress to the Water Planning Authority;
- 3) Ensure that the *Water Protection Act* and the *Conservation Districts Act* and regulations are recognized and adhered to throughout the preparation of the plan;
- 4) Be responsible for data collection, interpretation, and compilation from all information sources. The responsibility will include organization of all

- meetings and the facilitation at all steps of the IWMP process, as well as the preparation of the draft and final documents;
- 5) Prepare public consultation information;
 - 6) Engage participation from the public; and
 - 7) Complete tasks as outlined in the Deliverables and Task Schedule below.

WATERSHED PLANNING ADVISORY TEAM

The Watershed Planning Advisory Team will:

- 1) Assist the Water Planning Authority collect key information throughout the process;
- 2) Comment on appropriate public consultation methods;
- 3) Help engage participation from local residents and stakeholders;
- 4) Be responsible for the acquisition and evaluation of all scientific data required as part of the State of the Watershed report and Source Water Protection Plan;
- 5) Identify data gaps that exist;
- 6) Make recommendations for follow up studies or reports required for providing clarification;
- 7) Provide history and background on local issues; and
- 8) Approve the draft State of the Watershed report, Source Water Protection Plan and draft IWMP.

Potential Watershed Planning Advisory Team members:

- Province of Manitoba - Water Stewardship, Agriculture, Food & Rural Initiatives, Health, Transportation and Government Services, Conservation, Industry, Economic Development and Mines, Manitoba Habitat Heritage Corporation
- Rural Municipalities - Ritchot, Springfield, Tache, Ste. Anne, Reynolds, Hanover, De Salaberry, La Broquerie, Piney
- Cities - Winnipeg (Riel Community), Steinbach
- Towns / Villages - Ste. Anne, Niverville, St. Pierre-Jolys
- Conservation Districts - Seine-Rat River Conservation District
- Planning Offices - Macdonald-Ritchot Planning District, Steinbach Community Planning Services
- Government of Canada - PFRA, Fisheries and Oceans and Environment Canada
- Non-government organizations (NGO's) - Keystone Agricultural Producers, Manitoba Pork Council, Manitoba Egg Producers, Manitoba Chicken Producers, Manitoba Turkey Producers, Manitoba Sheep Association, Dairy Farmers of Manitoba, Ducks Unlimited Canada, Save our Seine Inc, Nature Conservancy of Canada
- Local game & fish clubs - Seine River Wildlife Association, Seven Oaks Game and Fish Club, Steinbach Game & Fish Club
- Local school divisions - Hanover, Seine River, Red River Valley, Louis Riel

- Businesses / Industry - Pinewood Pure Springs, Premier Horticulture Ltd
- Academic institutions - University of Manitoba, University of Winnipeg

Note: if and when identified, other WPAT members may be included.

IWMP DELIVERABLES AND TIME FRAMES

The final IWMP document will take approximately 24 months to complete. The IWMP planning process will begin in March 2006, with implementation anticipated to begin by April 2008.

DELIVERABLES AND TASK SCHEDULE

DELIVERABLE / TASK	PERSON(S) RESPONSIBLE FOR COMPLETION	DATE STARTED	DATE COMPLETED
Establish WPA	Province of Manitoba	Mar-2006	Apr-2006
Develop Terms of Reference for IWMP	SRWWPA and Province of Manitoba	Mar-2006	Apr-2006
Gather State of the Watershed / Tech Info and WPA Review of Info	WPAT	Apr-2006	Oct-2006
Create State of the Watershed Report	WPAT	Jun-2006	Dec-2006
Create Source Water Protection Plan (SWPP)	WPAT	Jun-2006	Nov-2007
Public Consult - Comment On and Identify Watershed Issues	WPAT	Jan-2007	Mar-2007
Assemble and Distribute Draft IWMP	WPAT	Mar-2007	Dec-2007
Public Consultation on Draft IWMP	WPAT	Jan-2008	Feb-2008
Complete Final IWMP	WPAT	Feb-2008	Mar-2008
Provincial Approval of Final IWMP	Province of Manitoba	Mar-2008	Mar-2008
Communication Strategy for Final IWMP	SRWWPA	Feb-2008	Mar-2008
Implementation and Monitoring	SRWWPA and other identified organizations	Apr-2008	Apr-2016

IWMP BUDGET (2 year budget, March 2006 - April 2008)

CASH

SRRCD Board (3 meetings @ \$525/mtg)	\$	1,575.00
Project Management Team (CD manager & 2 SRWWPA members) (18 meetings @ \$400/mtg)		7,200.00
CD Manager - (160 days @ \$250/day)		40,000.00
Public meetings / hall rental / refreshments (12 meetings @ \$200/mtg)		2,400.00
SRRCD staff - travel expenses		1,500.00
Advertising / extension / public relations		3,500.00
Creating maps / GIS work (technical assistance - 15 days @ \$250/day)		3,750.00
Printing Draft IWMP		2,500.00
Printing Final IWMP		6,000.00
Miscellaneous		3,000.00
Total	\$	71,425.00

IN-KIND

Provincial Coordination (180 days @ \$250/day)		45,000.00
Travel expenses (Resource Planner and WPAT) (\$2500 each)		5,000.00
Materials / maps for public meetings (Manitoba Water Stewardship)		2,000.00
Desktop Publishing for Draft and Final IWMP		2,500.00
WPAT (Technical assistance, data collection and reporting) (15 people, 10 days each @ \$250/day)		37,500.00
WPAT meetings (8 meetings, 20 people @ \$100/mtg)		16,000.00
Total	\$	179,425.00

OVERALL TOTAL \$ 179,425.00

FUNDING SOURCES

SRRCD contribution	\$	46,425.00
Province of Manitoba - Water Stewardship Fund grant	\$	25,000.00
Province of Manitoba - In-Kind contribution	\$	52,000.00
WPAT - In-Kind contribution	\$	56,000.00
Total	\$	179,425.00

IWMP Covers

The front and back covers of the Seine River Watershed Water Planning Authority Integrated Watershed Management Plan will use graphic and text elements that will provide a common recognition factor to all Manitoba IWMP's.

REPORTING GUIDELINES

Status reports including plan progress and next steps will be submitted twice a year by the Project Management Team to the SRWWPA and WPAT. Written reports on implementation status are to be submitted annually by the SRWWPA to Manitoba Water Stewardship, Director of Planning and Coordination. Any significant happenings or intended deviations from the approved Terms of Reference are to be submitted in writing on an as-needed basis by the SRWWPA to Manitoba Water Stewardship, Manager - Water Planning & Coordination section, and the WPAT.

PLAN APPROVAL

The Minister of Water Stewardship and the Seine River Watershed Water Planning Authority must sign the final IWMP indicating their approval of its content and to initiate plan implementation. The final endorsement of the plan is required by the Minister of Water Stewardship.

TERMS OF REFERENCE ENDORSEMENT

The Seine River Watershed Water Planning Authority and Manitoba Water Stewardship agree to these Terms of Reference for the preparation of an IWMP for the Seine River watershed.

Manitoba Water Stewardship
Manager, Water Planning Section

Date

Seine River Watershed Water Planning Authority
Chairman

Date

Figure 1 - Seine River Watershed - IWMP

