



**SOURCE WATER
PROTECTION
Wednesday,
September 24th, 2025
5:30pm**

1. Call to Order
2. Approval of Agenda
3. Approval of the Minutes – April 9, 2025
4. Old Business
 - i. Review Staff Report – Director of Public Works
 - ii. Review Action Items – Director of Public Works
 - iii. Reservoir and Wellfield Update – Water Treatment Operator
5. Information/Discussion Items

6. Anything by Members
7. Next Meeting Date
8. Adjournment

SOURCE WATER PROTECTION ADVISORY COMMITTEE

Wednesday, April 9th, 2025

A meeting of the Source Water Protection Advisory Committee was held at the Town Hall on Wednesday, April 9th, 2025, starting at 5:30 p.m.

PRESENT

Chair Bernadette Knapp, Chair; Councillor Sandra Fournier; Town of Middleton Landowner Representatives, Brenda Ford and Bryson Crowell; NS Environment and Climate Change Representative, Gregory Cummings; Annapolis County Planner and Development Officer, Ning Liang; Recording Secretary, Sara Marceau.

Regrets: Annapolis County Councillor Gidget Oxner

1. CALL TO ORDER

Chair Knapp called the meeting to order at 5:30p.m.

2. APPROVAL OF AGENDA

Chair Knapp requested that agenda be approved as circulated.

250409.01: It was moved and seconded that the agenda be approved. **Motion carried.**

3. APPROVAL OF THE MINUTES

250409.02: It was moved and seconded to approve the Minutes of March 19, 2025, as circulated. **Motion carried.**

4. OLD BUSINESS

i. Review Staff Report

DPW Verran stated that the staff report was circulated. Working on an SOP to truck water from Lily Lake. Spoke with CBCL and the SOP is a work in progress.

DPW Verran met with the Southwest Nova Biosphere representatives to discuss the possibility of designating the area as a protected region.

Greg Cummings suggested designating the area as wilderness or as a protected water area. It should also fall under the protected water area designation, due to certain risks identified in the Source Water Protection Plan (SWPP)

ii. Review Action Items

DPW Verran went over the list of action items.

iii. Reservoir and Wellfield Update

Water Treatment Operator Hurlburt gave a brief overview of the Reservoir and Wellfield Update.

5. Information/Discussion Items

- i. Discuss SWPP and yearly update to Nova Scotia Department of Environment and Climate Control

We submitted the SWPP to the Department of Environment in January, along with a few amendments. After making the required changes, we received the acceptance letter at the end of February. We now have official approval from the Department of Environment.

ACTION: Jeff Hurlburt to take water mark off wellfield update.

6. Anything by Members

Bryson Crowell stated the treatment plant located at Highway 101 is now being used as a booster station. He is requesting access to the gate of the wellfield area by obtaining a key.

ACTION: DPW Verran to check with CAO Crocker.

7. Next Meeting Date

The next meeting will take place on Wednesday, September 17th at 5:30pm

8. Adjournment

The meeting was adjourned at 6:00pm.

CHAIRPERSON

RECORDING SECRETARY



MEMORANDUM

TO: Source Water Protection Advisory Committee

FROM: Jeff Hurlburt, Water Operator and Adam Verran Director of Public Works

DATE: September 23, 2025

SUBJECT: Staff Report and Action Items

#	ACTION ITEM	UPDATE	STATUS
1	Secondary Water Source. Lily Lake as a secondary water source is not an option. There must be a temporary short-term plan for the water supply in place in case of emergencies.	A decision was made at the July 10, 2023, meeting to leave Lily Lake as a secondary water source for the Town. An Action Plan needs to be developed which has been added at the bottom of this list.	Complete
2	Inform the public. An information sheet can be sent out in the September water bills about the importance of well-field protection, reducing water usage and the Town's boil order advisory procedures.	Information sheet has been mailed out to residents in the watershed area.	Complete
3	Identify any changes in risks inside the wellfield zones.	No changes to risks unless land ownership and agricultural uses have changed. Property owner list has been updated, and letters sent to owners to submit an update regarding land use. From the surveys that was mailed to property owners there no additional concerns or risks identified.	Completed
4	Create a procedure for dealing with spills or releases.	SOP/Contingency Plan has been created regarding spills or releases.	Completed



#	ACTION ITEM	UPDATE	STATUS
5	Create a procedure for equipment becoming inoperable for emergencies and/or due to power failure.	SOP/Contingency has been created regarding Equipment failure, & Emergency Power Outages.	Completed
6	Staff will find the most current version of mapping and the most recent Final Protection Plan.	E-mail sent to CBCL to locate the most current Final Protection Plan. CBCL responded that the most recent Protection Plan is not on their files and was edited by Town Staff.	Completed
7	Create an Action Plan on how Lily Lake will be used as a backup water source in the case of an Emergency.	Action Plan being worked on looking at possible solutions to truck water from Lilly Lake to fill reservoir. Lilly lake is no longer hooked into the towns system and the cost to tie it back into the system is too high. The new reservoir construction is under way and expected to be completed in early 2026. The new reservoir would give us more back up water in case of an emergency.	In Progress
8	Posting Signage and Enforcement: a. Order signs for Lily Lake b. Explore fencing around well heads c. Explore cost for installing sample sites at well heads d. Explore a gate for Lily Lake	a. Signs have been received and installed at Lily Lake b. Fencing is to expensive and not in the current budget around well heads. c. Parts have been received for the Sample site taps and are awaiting installation. d. Gates for Lily Lake are not an option as there are too many access points available at Lily Lake	In Progress
8	Designation of Wellfield as a Protected Water Area	Need direction from SWPAC.	



		Been in communication with South-West Nova Biosphere about wording and making the area a protected wilderness area or a protected water area. e. The county new land use zone map shows this area as Enviro Open Space that has the following restrictions. PART 22: ENVIRO OPEN SPACE (OS) ZONE OS USES PERMITTED 22.1 The following uses shall be permitted in an Enviro Open Space (OS) Zone: Water Supply and Distribution Uses Conservation Related Uses and Structures Forestry Uses (excluding buildings/structures accessory to the operation of the forestry use within 100 m. (328 ft.) of a municipal water supply wellhead) Agricultural Uses (excluding buildings/structures accessory to the operation of the agricultural use within 100 m. (328 ft.) of a municipal water supply wellhead)	

Appendices: None

Reservoir , Water Utility & Wellfield Update for SWPP Committee September 23 2025

Reservoir Update

- 1) There has been no significant changes to the old reservoir, we are still losing around 30% of the water and looking forward to getting the new reservoir complete.
- 2) The new reservoir construction started in July 2024 and is at about 65% complete. It is on track to be completed in late 2025 and commissioned by early 2026
- 3) The new Reservoir has had the tie to our existing water line and the new above ground tank is in the process of being erected and is approx. 50% complete.
- 4) The new reservoir building is complete there are still a lot of pumps and pipes to connect and install to get it finished.
- 5) When the reservoir site is finished the booster station along Gates Mountain Road near the 101 needs to be overhauled and will serve as a transfer station, booster station for the new reservoir.

Water Utility & Wellfield Update

- 1) All last year's tests were completed with no health-related issues and came back with results well below acceptable limits and the water quality provided to the town is still very high.
- 2) Well #1 is scheduled to be cleaned in 2025-2026 fiscal year, to reduce the iron and manganese bacteria that are typically found to have developed within drilled well casings, replacement of the well pump is also scheduled during the process.
- 3) We are still awaiting installation of the Flow Meter for Well #2, given the state of the reservoir and the lack of back up water supply it has been discussed to push this project to after the new reservoir is online to allow the town to have a more acceptable back up water supply while the work is being completed
- 4) To date all sampling results from 2025's sampling plan have come back within acceptable limits of the NSECC guidelines.
- 5) The booster pumps failed in early September 2025, one of the new motors was swapped for an old motor and sent for warranty repair.