

Source Protection Committee

MEETING 1 – December 11, 2007 at Rock Haven Motel & Convention Centre, Peterborough

Jim Hunt, Chair of the Trent Conservation Coalition Source Protection Committee (SPC), welcomed committee members to their inaugural meeting.

Proposed Policies & Procedures

As required by Ontario Regulation 288/07 – Source Protection Committees, the SPC must prepare written rules of procedure for conducting the business of the Committee within 2 months of the first meeting. A draft Committee Member's Handbook was distributed which included: operating policies; rules of procedure; code of conduct; and conflict of interest guidelines. Members were requested to review the document and provide feedback to the Project Manager by January 4, 2008.

Administration

The Project Manager provided details regarding remuneration – the per diem is \$200 per day and mileage is \$0.50/ kilometre as approved by the Lower Trent Source Protection Authority (lead).

Meeting Schedule

As required by Ontario Regulation 288/07 – Source Protection Committees, a 6-month meeting schedule was set as follows:

- Thursday, January 17, 2008 (Peterborough)
- Wednesday, February 13, 2008 (Peterborough)
- Wednesday, March 19, 2008 (Peterborough)
- Thursday, April 17, 2008 (Trenton area)
- Thursday, May 15, 2008 (Cobourg/Port Hope area)
- Thursday, June 19, 2008 (Lindsay area)

After the March meeting, the location of meetings will move from Peterborough to other locations throughout the source protection region to provide an opportunity for the public throughout the region to attend meetings.

Training

The Ministry of Environment is providing a training session for source protection committees on January 21 in Sutton, Ontario starting at 9:30 AM.

Next Meeting

January 17, 2008 at Rock Haven Motel & Convention Centre, Peterborough from 10:00 AM – 4:00 PM.

MEETING 2 – January 17, 2008 at Rock Haven Motel & Convention Centre, Peterborough

Chair Jim Hunt reminded the Committee that their three main objectives are:

1. Prepare the Terms of Reference
2. Prepare Assessment Reports
3. Prepare Source Protection Plans

Communications with Media

The Chair, Project Manager, or their designate, will be responsible for formal communication with the media. Committee members are encouraged to talk about Source Protection in general terms, and report back to their constituencies in that manner. A one-page summary of meetings will be prepared to assist committee members with communicating to stakeholder groups. It was also noted that agenda and minutes (once approved) are posted on the Source Protection website (www.trentsourceprotection.on.ca) .

Proposed Committee Handbook

The handbook was reviewed in detail as they related to operating policies, rules of procedure, code of conduct, and conflict of interest guidelines. Final agreement on the document will take place at the next meeting and then will be posted on the website.

Municipal Working Groups

Various working groups may be established by the Committee when feedback is sought from various stakeholder groups or from certain geographic areas. As municipalities are a key stakeholder in the source protection planning process, it is important to establish municipal working groups early in the process. There was an expectation that the municipal groups brought together last summer for the purpose of selecting municipal representatives for the source protection committee would evolve into municipal working groups of the SPC. A draft terms of reference for the municipal working group will be circulated out for municipal review and comments will be brought back to this committee.

Initiation of Terms of Reference

The Terms of Reference (ToR) will identify who will be responsible for what parts of the Assessment Reports and Source Protection Plans, how the work will be completed, and associated costs. As required by Ontario Regulation 287/07, municipalities and First Nations must receive official notification that the SPC is starting to prepare the ToR. Municipalities will be asked if they wish to carry out technical or planning work relating to the protection of source water for a drinking water system in their municipality. Public consultation on the ToR will occur from May through September.

Communications/Consultation Update

The communications/consultation program is key to the success of the source protection planning process. Source protection plans will represent an agreement among the local community about the ways to protect water quality and water supplies. The SPC will engage all stakeholders in the planning process, weigh scientific data, assess threats and identify the best methods of reducing risks. The *Clean Water Act* requires the whole community to have a chance to participate. The province will not accept a plan that has not had full consultation with municipalities, First Nations, industries, health officials and the public. A variety of methods will be used to ensure broad consultation with all groups that have a vested interest in the process including: special events, public meetings, displays, fact sheets, website, etc.

Conservation Authorities throughout the region will be holding 17 seminars in February and March as part of the outreach/education component of the Drinking Water Stewardship Program. The events will provide the public with opportunities to learn about what is happening locally to protect drinking water and how to get involved. Dates will be posted on the website. A summary of the workshops will be provided to the SPC.

Next Meeting

February 13, 2008 at Rock Haven Motel & Convention Centre, Peterborough from 10:00 AM – 4:00 PM.
Meeting dates were set for July: July 3, 2008 and July 17, 2008 (tentative).

www.trentsourceprotection.on.ca