



## SOURCE PROTECTION COMMITTEE

### MINUTES – MEETING #5

**MEETING:** Source Protection Committee

**DATE:** Tuesday, May 20, 2008

**TIME:** 9:30 a.m.

**LOCATION:** Kincardine Municipal Offices

Chair Mike Traynor called the meeting to order at 9:35 a.m. The Chair welcomed Donna MacDougall, Clerk of the Municipality of Kincardine and thanked the Municipality for hosting the meeting.

**Chair:** Mike Traynor

**In Attendance:** Bill Twaddle, Mitch Twolan, Dale Thompson, Brad McRoberts, David Biesenthal, Mark Kraemer, Carolyn Day, Les Nichols, Lou D’Alessandro, Robert Emerson, Howard Greig, Bruce Davidson, Brent Lanktree, Les MacKinnon

**Absent:** Sandy Gott

**Others Present:** Jennifer Arthur, Ex-officio member, Ministry of the Environment  
Bob Graham, Ex-officio member, Grey Bruce Health Unit  
Don Smith, Project Manager, Source Protection  
Nancy Guest, Recording Secretary, Source Protection

**Also in Attendance:** David Ellingwood, Communications Specialist, Source Protection  
Brian Luinstra, Hydrogeologist, Source Protection

**1. Adoption of Agenda**

**MOTION #SPC-08-19**

**Moved by Carolyn Day  
Seconded by Les Nichols**

**THAT the Agenda be adopted as distributed.**

**Carried**

**2. Declaration of Pecuniary or Conflict of Interest**

No person declared a conflict of interest relative to any item on the Agenda at this time.

**3. Adoption of Minutes**

**MOTION #SPC-08-20**

**Moved by Dale Thompson  
Seconded by Robert Emerson**

**THAT the Minutes of the April 22, 2008 Source Protection Committee meeting be adopted as distributed.**

**Carried**

**4. Matters Arising from the Minutes**

**Meeting Schedule**

After some discussion, it was decided that after the June, 2008 meeting, SPC meetings would be held on Fridays for the next 12 months; each meeting would be at a different location around Grey and Bruce Counties; the meetings would continue to be from 9:30 a.m. until approximately 3:00 p.m. as required; and separate “tour” days would be arranged from time to time for educational and training purposes. Possible locations suggested for meetings were Grey County Council Chambers, Bruce County Council Chambers, Grey-Bruce Health Unit, Saugeen Shores Municipal Offices, South Bruce Peninsula Municipal Offices, Walkerton Clean Water Centre, the South Grey-Bruce area and Southgate Municipal Offices. It was suggested that central locations would be preferable for the winter driving months. It was proposed that there be no meeting in August, 2008 and that the meeting schedule be reviewed again in 12 months. The Chair suggested that a plan be prepared and presented at the next meeting.

**MOTION #SPC-08-21**

**Moved by Howard Greig  
Seconded by Brad McRoberts**

**THAT the Source Protection Committee approves the meeting schedule discussed at this meeting as follows:**

<b>Friday, July 25, 2008</b>	<b>Friday, September 26, 2008</b>
<b>Friday, October 24, 2008</b>	<b>Friday, November 28, 2008</b>
<b>Friday, December 19, 2008</b>	<b>Friday, January 23, 2009</b>
<b>Friday, February 27, 2009</b>	<b>Friday, March 27, 2009</b>
<b>Friday, April 24, 2009</b>	<b>Friday, May 22, 2009</b>
<b>Friday, June 26, 2009</b>	

**Carried**

Terms of Reference

The Project Manager gave a presentation advising that the Draft Proposed Terms of Reference, which were sent by courier to each member on a USB flash drive prior to this meeting, will be completed on schedule and sent to each of the 21 municipalities, 4 Counties and 2 First Nation bands in the Source Protection Region, plus the 3 adjacent Source Protection Regions on or before the deadline of Friday, May 23, 2008. The Draft Proposed Terms of Reference consist of terms of reference for each of the 3 Source Protection Authorities in the Region and a Summary Document which gives a brief outline of the larger documents. The Project Manager advised that these documents may need to be amended after the Director's rules, regulations and guidance documents have been issued. Public meetings have been scheduled for the review of the Draft Proposed Terms of Reference on Tuesday, June 17, 2008 at Grey Sauble Conservation Administration Offices, Wednesday, June 18, 2008 at Northern Bruce Peninsula Municipal Offices, and Thursday, June 19, 2008 at Saugeen Conservation Resource Centre.

It was confirmed that cost estimates are currently based on very little guidance and may be revised prior to circulation.

Various suggestions were made to amend the documents including amending Appendix B which has duplicate headings; adding a column to show Northern Bruce Peninsula as a separate source protection authority; ensuring that all stakeholders will be invited to actively participate in the source protection planning process so that local concerns may be incorporated to ensure the comprehensive protection of municipal drinking water; and consulting with Great Lakes groups.

**MOTION #SPC-08-22**

**Moved by Bruce Davidson  
Seconded by Carolyn Day**

**THAT the Source Protection Committee approves the Draft Proposed Terms of Reference documents for the Saugeen Valley Source Protection Authority, the Grey Sauble Source Protection Authority, and the Northern Bruce Peninsula Source Protection Authority dated May 15, 2008, as amended; and further,**

**THAT Staff be directed to circulate the Draft Proposed Terms of Reference documents as required by O. Reg. 287/07.**

**Carried**

Pesticides Report

With reference to the letter dated April 18, 2008 received from Brockton respecting the spraying of pesticides in ditches, the Project Manager advised that, although the Committee cannot develop rules and regulations with respect to pesticide spraying, if a ditch is a preferential pathway and a pesticide is a risk to drinking water, these vulnerabilities will be examined and dealt with.

Characterization Report

The Project Manager advised that the first draft of the Characterization Report has been sent to the MOE. The Director's Rules and Regulations concerning the preparation of the Assessment Report have not yet been released and as such, all reports associated with the Assessment Report are considered interim. If the Committee is satisfied with the Report, it is suggested that the Committee accept the Report as a formal acknowledgement of having accepted it, and that it be approved following the release of the Director's Rules and Regulations. A request was made for less acronyms.

**MOTION #SPC-08-23**

**Moved by Carolyn Day  
Seconded by Mark Kraemer**

**THAT the Source Protection Committee accepts the first draft of the Characterization Report for the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region as distributed and presented on April 22, 2008.**

**Carried**

### Closed-door Meetings

With respect to a suggestion at the April 22, 2008 SPC meeting that the Committee meet behind closed doors for a short period prior to each meeting, the Project Manager advised that, according to O.Reg. 288/07 and s. 4.9 of the Rules of Procedure, all meetings should be open to the public unless the discussion concerns a personal or financial matter about an identifiable individual or property or to discuss legal matters, and a resolution must be passed stating that the meeting is closed, and the general nature of the matter being discussed.

### Working Groups

Source Protection Communications Specialist, David Ellingwood, reviewed Report 4d addressing Proposed Working Groups, specifically with respect to the Planning Officials Working Group and noted that the Source Protection Plan should mesh into local municipal planning strategies. Discussions covered what kind of representation should be included in this working group; the focus of this working group; and the mandate of this working group and the Source Protection Committee. Mitch Twolan volunteered to serve as Chair of this working group and Howard Greig nominated Les MacKinnon to sit as the Source Protection Committee member of this working group.

The report respecting the Agriculture and Rural Working Group was also reviewed and discussions included suggestions to look at the issues with a broad perspective to include rural landowners who are not farmers; and to fully represent the agricultural sector with a good cross-section of members, including well-drilling and tile drainage. It was noted that much of the work set out in the report has been done by various agricultural groups and it might be possible to access this information. It was agreed to discuss this working group further at the next meeting.

David Ellingwood briefly reviewed the Municipal Working Group portion of the report and it was agreed that this group would be discussed more fully at a future meeting.

### **MOTION #SPC-08-24**

**Moved by Robert Emerson  
Seconded by Mitch Twolan**

**THAT the Source Protection Committee approve the establishment of the Planning Officials Working Group under the terms of reference attached as Schedule "A" to this recommendation.**

**Carried**

**MOTION #SPC-08-25**

**Moved by Brad McRoberts  
Seconded by Les Nichols**

**THAT Mitch Twolan be appointed as the Chair of the Planning Officials Working Group; and further,**

**THAT Les MacKinnon be appointed as a member of the Planning Officials Working Group.**

**Carried**

**5. Correspondence**

Copy of letter dated April 30, 2008 received from Town of South Bruce Peninsula advising that Council does not wish to include any additional water systems at this time was **noted and filed**.

Copy of letter dated May 14, 2008 received from Conservation Ontario respecting comments from various Conservation Authorities regarding the proposed regulation under the *Clean Water Act, 2006* to introduce requirements for the Ontario Drinking Water Stewardship Program and Property Entry Training under s. 88 of the *Clean Water Act, 2006* was **noted and filed**.

Copy of letter dated May 14, 2008 received from Ian Smith of the MOE respecting the issue of compensation for landowners was **noted and filed**.

**MOTION #SPC-08-26**

**Moved by David Biesenthal  
Seconded by Robert Emerson**

**THAT the Source Protection Committee recognizes the fact that any land use restrictions can cause an economic impact on the involved parties and agrees to address this issue as the need for compensation arises.**

**Carried**

Staff was directed to forward this Motion to the upper and lower tier municipalities in the Source Protection Region requesting endorsement. There was a request that a copy of the report of the Raisin-South Nation Source Protection Committee respecting this matter be provided at the next meeting.

## **MOTION #SPC-08-27**

**Moved by Howard Greig  
Seconded by Les MacKinnon**

**THAT the Source Protection Committee endorse the Conservation Ontario comments on the Ministry of the Environment Environmental Bill of Rights website as set out in its letter to Paul Heeney dated May 14, 2008.**

**Carried**

### **6. Reports**

#### Program Report

The Project Manager presented the Source Protection Program Report #6a which covers various projects being undertaken on an on-going basis.

The meeting recessed for lunch at 12:05 p.m. and reconvened at 1:05 p.m.  
Howard Greig excused himself from the meeting.

### **7. New Business**

#### Intake Protection Zones

An informative presentation was delivered by John Langan and Gary Deonarine of Stantec Consulting respecting the intake protection zones in the Source Protection Region.

Brad McRoberts excused himself from the meeting.

#### Water Quality and Municipalities

Committee member and Mayor of Huron-Kinloss, Mitch Twolan, spoke about initiatives being undertaken by his municipality to ensure water quality and agreed to provide a copy of his municipality's Water Quality Testing package at the next meeting for information purposes.

Carolyn Day, Lou D'Alessandro and Mitch Twolan excused themselves from the meeting.

#### Early Actions Technical Review Committee

The Project Manager advised that a 4-member technical review committee is needed to review applications from landowners for funding under the Early Actions program. It was suggested that a proposed list of members for this committee, which might include David Ellingwood, Source Protection, David Macpherson, Sauguen Conservation, a staff member from Grey Bruce Health Unit, and a Source Protection Committee member, be presented at the next Source Protection

Management Committee meeting. Brent Lanktree volunteered to sit on this committee as the SPC representative.

**MOTION #SPC-08-28**

**Moved by Robert Emerson  
Seconded by David Biesenthal**

**THAT the Source Protection Committee recommends Brent Lanktree, of the Source Protection Committee to represent the Committee on the Early Actions Funding Program Technical Review Committee and that this recommended Committee member be proposed to the Management Committee for endorsement.**

Since quorum was no longer in attendance, this Motion will be voted on at the next meeting.

**8. Other Business**

Conceptual Water Budget

There was a request from the floor to review the Conceptual Water Budget at the next meeting.

Meeting Package

There was a request from the floor to receive the Agenda package earlier to allow time to review the paperwork prior to the meeting.

Water S.P.E.A.K. Day

The Project Manager reminded everyone of the Water S.P.E.A.K. (Source Protection Education And Knowledge) Day being presented by Drinking Water Source Protection on Friday, June 20, 2008, to which everyone is invited.

**9. Confirmation of Next Meeting and Adjournment**

The next meeting is scheduled for Tuesday, June 24, 2008 at Meaford Hall, 12 Nelson Street, East, Meaford ON.

There being no further business, Dale Thompson made a motion to adjourn at 2:55 p.m.

---

Mike Traynor  
Chair

---

Nancy Guest  
Recording Secretary



**MOTION SPC-08-24  
SCHEDULE 'A'**

**Planning Officials Working Group**

<p><i>Name of Working Group:</i></p> <p><b>PLANNING OFFICIALS WORKING GROUP</b></p>
<p><i>Drinking Water Source Protection Issue(s) or Topic(s) to be addressed:</i></p> <ul style="list-style-type: none"> <li>- clusters and other facilities that may be designated</li> <li>- zoning and land use near municipal drinking water sources</li> <li>- policies for inclusion in planning documents</li> </ul>
<p><i>What is the mandate for this Working Group?</i></p> <p>The Planning Officials Working Group will operate as an ad hoc committee and in an advisory capacity for the purpose of providing advice on planning-related matters to the Source Protection Committee of the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region.</p> <p>Specific areas to be discussed will be:</p> <ul style="list-style-type: none"> <li>- Relationship between source protection measures and other legislated planning requirements</li> <li>- Mechanics of updating planning documents, such as official plans, to conform to Source Protection Plans</li> <li>- Method for source protection mapping to be incorporated into schedules for official plans and other planning documents</li> <li>- Drinking Water Source Protection issues that will have municipal planning implications</li> <li>- On an interim basis (i.e., before completion of Assessment Reports and Source Protection Plans), review of development proposals that pertain to the mandate of the SPC and have been forwarded to the SPC by third parties</li> <li>- Information and advice on how to develop Source Protection policy recommendations that will be easily incorporated into municipal planning documents and accepted by the public, municipal councils and the OMB.</li> </ul>
<p><i>How large should the working group be?</i></p> <p>The number of members in the Planning Officials Working Group shall be a maximum of fourteen plus the Working Group Chair.</p>

*What types of individuals should make up this Working Group?*

Staff from the following agencies:

- 4 staff from County planning departments
- 3 staff or Planning Advisory Committee representatives from municipalities
- 1 staff from Niagara Escarpment Commission
- 2 staff from Conservation Authorities
- 1 staff from Health Unit
- 1 general interest
- 1 building / construction industry
- 2 SPC members (1 serves as Chair)

Plus other resource individuals to participate in an ex officio capacity, as may be required from time to time

*What SPC members should be on this Working Group?*

The Chair of the Working Group will be an SPC member appointed by the SPC. One additional SPC member will be appointed to the Planning Officials Working Group and would logically be a municipal sector representative. The SPC Chair is an ex officio member of all working groups.

*When should this Working Group be active?*

The terms of reference for the Planning Officials Working Group will be in effect from May 20, 2008, and expire on September 30, 2010. Extension of this time frame will be at the discretion of the SPC.

*How should this working group report back to the SPC?*

The Working Group shall hold meetings a minimum of four times per year. Minutes of meetings will be recorded. Meeting minutes, as well as a Progress Report from the Working Group Chair, will be provided to the SPC at the next SPC meeting following the Working Group meeting.

A preliminary report on Drinking Water Source Protection issues that will have municipal planning implications will be due May 31, 2009.

A report on mapping requirements will be due September 30, 2009.

A preliminary report on policy recommendations with regard to planning matters will be due February 28, 2010.

A summary report that outlines the findings and recommendations of the Working group will be due on May 31, 2010.

*What staff resources (if any) will be required by this Working Group?*

A recording secretary will be provided to record the minutes of meetings. One staff person will be assigned to attend meetings and serve as liaison with the DWSP program. DWSP staff will be responsible for the preparation of agendas and other support functions. The Working Group Chair may request, through the Project Manager, for additional staff to attend a particular meeting in order to provide information to the Working Group.

*Additional notes*

Advertisements will be published to solicit Working Group members from the categories of 'general interest' and 'building / construction industry'. The two SPC members on the Working Group shall be tasked with making the selection of these two Working Group members from among the expressions of interest that are received by the published deadline.