



Lakehead Region
Conservation Authority
Conserve Today...For A Better Tomorrow

LAKEHEAD SOURCE PROTECTION AREA

MINUTES OF THE FIRST REGULAR MEETING SOURCE PROTECTION COMMITTEE

Minutes of the First Regular Meeting of the Lakehead Source Protection Committee held on Wednesday, December 5, 2007, in the Lakehead Region Conservation Authority Boardroom. The Chairman called the Meeting to order at 4:00 p.m.

VOTING MEMBERS

PRESENT: Bob Hartley, Chairman
Ken McWhirter
Jim Vukmanich
Guy Jarvis
Bernie Kamphof
Robert Stewart
Paul McAlister
Ross Chuchman
Hartley Multamaki (via teleconference)

LIAISON MEMBERS

PRESENT: Mervi Henttonen, LRCA General Manager/Secretary-Treasurer
Jake Noordhof, Ministry of Environment
Bill Pottruff, Thunder Bay District Health Unit

ALSO PRESENT:

Melanie Mathieson – Source Protection Project Manager
John Cameron – Source Protection Communications
Max Wark – Reporter, Thunder Bay Television (start of Meeting)

ABSENT: Veikko Long

1. ADOPTION OF AGENDA

Agenda adopted by consensus.

2. DISCLOSURE OF INTEREST

Members were advised that it is up to each Member including the Chair to come forward and declare a conflict of interest. Members who declare a conflict of interest will leave the Boardroom during the discussion on the topic deemed by the Member to be a conflict of interest.

3. SOURCE PROTECTION COMMITTEE

Source Protection Committee Membership

The Members of the Committee introduced themselves and provided a brief summary of their background.

Quorum

It was noted that Ontario government has set strict and ambitious timelines for Source Protection Committees across the province to deliver on their local Source Protection Plans. Attendance of voting Members was stressed for all Meetings of the Committee to achieve “quorum”, to ensure the Committee will be able to meet the deadlines outlined in Regulation. In order to proceed forward a quorum of two-thirds of the voting members, plus the Chair, must be met at all Lakehead Source Protection Committee Meetings. Participating in Meetings by teleconference is an acceptable option but Members must let the Project Manager know in advance of the Meeting so telephone access can be provided.

Chairman Update on the Chair and Project Manager Meetings in Toronto

It was noted that the Source Protection Committee (SPC) should be aware of the approval process required in relation to meeting deadlines. The three key documents to be produced by the Committee must be submitted to the Source Protection Authority for review before being submitted to the Minister of Environment and be made available for public, Municipal and First Nation review and comment at each stage. These timelines dictate that a Source Protection Plan will take three to five years to complete.

Training

A video developed by “Town and Country” and the Ministry of Environment was shown.

The Ministry of Environment SPC training is scheduled to take place in the Lakehead Region Conservation Authority Boardroom (8:00 a.m. to 4:30 p.m.) on Monday, December 17, 2007. Attendance is mandatory for voting Members and recommended for Liaison Members and Source Protection Authority Members.

4. WORK PLANNING

Rules of Procedure, Conflict of Interest and Code of Conflict Policies

Discussion of the procedural manual containing the Rules of Procedure, Conflict of Interest, Code of Conflict and Deputation Policies took place. It was noted that the operation of the Committee will be required to follow the government deadlines set out in Regulation of “Clean Water Act”.

It was noted that the Committee will work to complete tasks through consensus. Contentious items may need to be parked and discussed later with further research and background information provided. The Lakehead Source Protection Committee will work on a fiscal year ending on December 31, to meet budget requirements of the Lakehead Region Conservation Authority (LRCA). It was noted the LRCA has oversight for financial and human resources with funding for Source Water Protection provided by the Government of Ontario. It was noted that the voting Committee Members are appointed for three-year terms or until the first Source Protection Plan for the Lakehead Source Protection Area is submitted to the Minister of Environment. Meeting dates were set for the next 12 months as the first Wednesday of the month for all months except January and July 2008 which will be the second Wednesday due to statutory holidays. Meeting dates, Agendas and approved Minutes of the Meetings will be posted on the Internet to the Source Protection website – www.sourceprotection.net.

Staff will make suggested changes or additions. The Procedural Manual will be discussed and finalized at the January 9, 2008, Committee Meeting. The Procedural Manual must be submitted to the Lakehead Source Protection Authority (SPA) for review. The Procedural Manual must be approved by the SPA by the regulatory deadline of January 20, 2008.

Source Protection Plan Components

An overview of what is expected in the development of the Terms of Reference, Assessment Report and Source Protection Plan (the three key documents in the Source Protection process) was discussed. The Lakehead Source Protection Plan will address the two Municipal residential drinking water systems in the Lakehead Source Protection Area. It was noted that the Regulation for the Assessment Report expected in early spring 2008 and its supporting guidance documents will be required to finalize the work plan and budget for tasks to be performed in the Terms of Reference. Any delays in the passing of this Regulation could affect the progress of the Source Protection Committee

Media Event

It was noted that a media event held on November 27, 2007, to explain the roles and responsibilities involved with the local Source Protection Planning process was successful as five representatives from the local media were in attendance. News coverage was provided by the Chronicle Journal, The Source, CKPR Radio, Thunder Bay Television and CBQ Radio (CBC).

5. CORRESPONDENCE

None.

6. NEW BUSINESS

None.

7. PROJECT UPDATE

The Agenda contained detailed project updates on the following; Source Protection Website (www.sourceprotection.net), Watershed Characterization Report, Water Budget, Rosslyn Village Wellhead Protection Area Study, Bare Point Intake Protection Zone (IPZ) Study, Stakeholder and Public Outreach and QuickBird.

Members were advised that the Lakehead Region Conservation Authority received some funding for Education and Outreach under the Drinking Water Source Protection Program. This is a fourteen week project which commenced in mid-November 2007 and will complement other Source Protection work to date.

8. OPEN DISCUSSION

Committee Members engaged in an “open discussion” to provide clarification on topics relating to the process for Source Protection Planning. Staff provided clarification on the following: Committee Members must act as liaison with their sector groups; the “Clean Water Act” provides source protection to Municipal drinking water systems not private systems; there is no sunset date for the Source Protection Committee with work expected to implement, review and adapt the approved plan on an on-going basis; it was noted the Lakehead Source Protection Authority has expressed a concern about who will pay for the implementation of the Source Protection Plan and it was suggested that Government of Ontario should be accountable for implementation; Minutes of Meetings will be approved and adopted at the start of each of the next regular scheduled Meeting of the Lakehead Source Protection Committee.

9. NEXT MEETING

Wednesday, January 9, 2008 at 4:00 p.m., Lakehead Region Conservation Authority Boardroom.

10. ADJOURNMENT

Adjournment at 5:20 p.m. was agreed to by consensus.