



NORTH BAY-MATTAWA SOURCE PROTECTION COMMITTEE

MINUTES OF

A meeting of the North Bay-Mattawa Source Protection Committee held at 11:05 a.m. on January 8, 2008 in the North Bay-Mattawa Conservation Authority Boardroom, 15 Janey Avenue North Bay, Ontario.

Members Present:

Barbara Groves, Chair
Dennis MacDonald, Transportation
George Onley, Municipal
George Stivrins, Industrial/Commercial
Ian Kilgour, Municipal

John MacLachlan, Member at Large
Kathy Parker, Municipal
Lucy Emmott, Member at Large
Maurice Schlosser, Agricultural
Roy Warriner, Member at Large

Staff Present:

Sue Miller, Project Manager, SWP
Bronya Cuddy Gregg, Communications Specialist
Scott Higgins, GIS/Data Specialist, SWP

Kristen Green, Water Quality Specialist, SWP
Walter Koch, Technician, SWP

Also Present:

Jake Noordhof, Liaison, Ministry of Environment, via teleconference

1. Adoption of the Minutes of December 18, 2008

Barbara Groves introduced the meeting agenda and asked for a motion to approve the Minutes of the meeting held December 18, 2007.

Motion 01-08 (Kilgour-Emmott)

THAT the Minutes of the meetings held on December 18, 2007 be adopted as presented.

Carried

2. The Planning Process

Ian Kilgour gave a presentation of the municipal land use planning framework used in Ontario. Ian emphasized that the SPC will need to know (to learn) what exactly it is they are to protect. Source protection planning will require municipalities to look closely at their source water and plan 25 years into the future.

Ian emphasized the following points:

- Planning is the management of the process of change
- Good Planning seeks a balance between economics and environment and between individual rights and the community (public interest)
- A Plan contains policy - Future decisions are to be made in conformity with the policy.
- Policy is a course of action.
- With a Plan, future decision making occurs in a rational, logical and consistent climate.

Jake Noordhof commented that the MOE is developing a Regulation to guide the development of source water protection policies.

3. Rules of Procedure

One Member asked that the time limit of 15 minutes stated in Section 3.8 be extended to accommodate longer presentations to the Committee. Another Member suggested that groups designate only one presenter per presentation. The Chair stressed that presenters are to provide the Committee with their presentation in writing at least two weeks prior to a meeting and indicate the time required to make the presentation.

The Chair and staff will review submitted presentations and have them added to the agenda items of the next meeting. Presentations will be included in each Member's meeting package. All correspondence to the Committee will be acknowledged and provided to Members in their meeting package.

Members commented significantly on the use of proxies. It was felt that the use of proxies by Members who have not participated in discussions of the decision item are inappropriate. However, it was also acknowledged that usage of proxies can be minimized by encouraging Members to participate through teleconference when they are unable to attend meetings. Jake Noordhof agreed to take back Members concerns and ideas and give an email response to the Committee at a later date.

Members also debated the process to achieve consensus. It was agreed that if consensus cannot be reached, then the decision shall be deferred to the next meeting allowing time for reconsiderations and compromise to occur. At the second meeting the decision item would again be discussed, and only then if no consensus was achieved, to proceed to a vote. In the case of a tied vote, it was suggested that the decision be passed to the SPA for resolution. Further review of this case situation was recommended.

Members asked for the following clauses or similar wording to be added to Section 4:

“Any Member may request that a decision be deferred, once only, to the next meeting. A Member's request to defer a decision must be seconded by another Member.”

“All votes shall be recorded by a show of hands.”

“Notwithstanding, any motions that are deemed out of order, or in contravention to the Regulations shall not proceed”.

Members requested that the Agreement referred to in Section 7.1 be provided to Members.

The Committee agreed that if a Member cannot attend a meeting, that the Member notify the Conservation Authority to give their regrets, and that it be recorded in the Minutes.

4. Code of Conduct and Conflict of Interest

There was significant discussion on how to deal with the “perception or appearance of a conflict of interest”. The Project Manager re-emphasized that Members were selected to represent their sector, and that although a perception of a conflict may be drawn by some, the concern of the Committee should only be with “real conflict”.

Members agreed to revise Section 7.2 to remove the reference to a “potential or perceived” conflict so as to allow the Member to participate fully in the consideration of the matter as a knowledgeable representative of his/her sector.

5. Ontario Farm Environmental Coalition (OFEC)

Maurice Schlosser gave a summary of the training session he participated in at the Crieff Hills Community Centre near Guelph, Ontario. He distributed to Members a summary sheet stating the 13 Principles of the OFEC for Source Water Protection and a booklet “The Real Dirt on Farming”. Maurice suggested that one of the best approaches a farmer can take is to implement an “Environmental Farm Plan”. Such a plan can incorporate best management practices from a Nutrient Management Plan, a Pest Management Plan, buffer strips, pesticide applicators course, publications and government advice. The OFEC is also considering ISO 14000 programs for their members farms.

Maurice agreed to seek copies of the keynote speech given at the workshop and the booklet “Caring for the Land” for distribution to SPC Members. The SPC Chair commented that the OFEC should recommend what information they want used by the Committee.

Staff were directed to obtain a set of the handbooks “Best Management Practices” by the Ontario Ministry of Agriculture and Food for the Committee’s use.

6. Plain Language Guide

Members reviewed and received clarification from staff on specific items in the Clean Water Act guide.

7. How will we communicate?

Bronya Cuddy Gregg presented the video “Acting for Clean Water” by the Ontario Ministry of Agriculture, Food and Rural Affairs. She summarized the 5 stages in source protection planning:

- 1) mapping the source protection area,
- 2) identifying risks,
- 3) developing the source protection plan,
- 4) implementing the plan, and
- 5) continuous monitoring,

Indicating that the process is currently at stage 2. At all stages, communications will interact with a wide variety of stakeholder groups, including municipalities, landowners and working groups.

Bronya indicated that a Draft Communication Plan will be presented at the next SPC meeting.

The Chair expressed a desire to have communications also address residents in the larger watershed as a whole, and not just those served by the 5 municipal systems.

8. Next Meeting and Sudbury Travel

The Chair confirmed with Members that the next SPC meeting will be held February 19, 2008 at 9:00am at the offices of the NBMCA. The Project Manager then explained the group’s travel and accommodation arrangements in Sudbury for the Orientation Training session.

9. Adjournment (4:20 pm)

Meeting followed by group departure to Sudbury.

Original signed by:

Barbara Groves, Chair

Original signed by:

Sue Miller, Project Manager