

**MINUTES OF THE ELEVENTH MEETING OF THE NORTH BAY-MATTAWA
SOURCE PROTECTION COMMITTEE**

9:00 AM, March 17, 2009

Held at North Bay – Mattawa Conservation Authority, 15 Janey Ave, North Bay

1. Administration

a) Meeting called to order @ 9:04 by Chair, Barbara Groves.

b) Attendance

Present:

Barbara Groves, Chair	John MacLachlan	Maurice Schlosser
Dennis MacDonald	Kathy Parker	Roy Warriner
George Stivrins	Lucy Emmott (left at 10:30)	Ian Kilgour

Liaisons: Maeve McHugh (MOE), Peter Jekel (NBPSDHU)

Source Protection Staff:

Sue Miller, Project Manager, NBMCA
Bronya Cuddy-Gregg, Communications Advisor, NBMCA
Kristen Green, Water Resources Specialist, NBMCA

Absent/Regrets: George Onley (SPC), Ian Kilgour (SPC)

c) No declarations of pecuniary interest declared.

d) Approval of Agenda

Moved by: Dennis MacDonald
Seconded by: Maurice Schlosser

That the North Bay – Mattawa Source Protection Committee members adopt the meeting agenda as circulated.

Carried

e) Approval of February 17, 2009 Minutes

Section 2 Approval of Municipal Technical Studies of minutes was amended to include the following: Municipal Technical Studies provide a significant base of technical information which will be compiled into the assessment report. Although municipalities were given the responsibility of completing the technical studies, the SPC is responsible for producing the assessment report. The latter document will be used by the Committee to aid in their decision making regarding development of source protection planning policies. As such, it is essential that Committee members are confident in the quality of the technical studies and that the studies are adequately comprehensive. The following is intended to clarify discussions surrounding a proposed process for review and finalization of technical studies.

Moved by: Kathy Parker
Seconded by: Roy Warriner

That the North Bay – Mattawa Source Protection Committee members adopt the meeting minutes of February 17, 2009 as amended.

Carried

f) Correspondence

Letter received from Minister of Environment regarding the proposed Terms of Reference, dated March 12, 2009.

2. Project Manager's Update (Appendix 2)

Motion to accept PM report.

Moved by: John MacLachlan
Seconded by: Kathy Parker

That the North Bay – Mattawa Source Protection Committee members accept the Project Manager's report of March 16, 2009.

Carried

Terms of Reference

The Terms of Reference needs to be amended to include consideration of the Great Lakes Agreements. Staff made the appropriate amendments and presented them to the committee for approval. The terms of reference must be resubmitted by March 31st, 2009. Discussions followed regarding the Great Lakes Agreements and what inclusion in the Terms of Reference means for our area. It was suggested that training for committee members on the Great Lakes Agreements might be useful.

Agricultural Working Group

The agricultural working group will be formed to include representation from all interested agricultural stakeholder groups such as

- Ontario Federation of Agriculture (OFA),
- Christian Farmers Federation of Ontario (CFFO)
- National Farmers Union (NFU), and
- others with agricultural interest not officially registered as farmers.

It is important for the agricultural community to get involved now during the technical studies so that they have a better understanding when it comes time for policy development. Maurice will attend the working group meetings and report back to the committee. A member of staff will also be present at the working group meetings to record proceedings and answer any questions arising.

Advisory committees will include agricultural representation where there is interest. The agricultural working group will choose whom to send to these meetings.

Action: Staff to work with Agricultural rep to form working group for agricultural stakeholders.

Formation of Advisory Committees

An example of a draft charter for working groups was provided to committee members for review. Discussions followed concerning amendments to the charter and how the advisory committee will function. Comments expressed during the meeting will be recorded in a table and the consultant will provide a written response as to how each comment was addressed. This table, along with the meeting minutes, will be provided to committee for review.

Communication advisor stressed that it is a long public consultation process. Public can have access to the report at any time and all will have the opportunity to comment.

MOE Liaison added that what we really want right now is local information for the Assessment Report. We don't want to talk about land use planning yet; that will be discussed down the road.

Action: Staff to produce Advisory Committee draft charter to committee for approval.

Dates for Public Meetings/SPC meetings to review technical studies are proposed as follows but these need to be coordinated with the consultants:

- Powassan – May 14, 2009, 7:00 p.m.
- Callander – May 19, 2009, 7:00 p.m.
- North Bay – May 27, 2009, 6:00 p.m.
- South River – June 3, 2009, 6:00 p.m.
- Mattawa – June 10, 2009, 6:00 p.m.

SPC Meeting Dates are proposed as follows but may need to be adjusted:

- April 22, 2009, 1:00 p.m., NBMCA
- May 27, 2009, 12:30 p.m., Average Joes prior to technical study presentation
- June 16, 2009, 9:00 a.m., NBMCA

3. Communications

a) 2009 Draft Communications Plan

Communications Advisor gave an overview of the 2009 Draft Communications Plan. Additional items may be added to the plan as opportunities or needs arise. Communications Advisor will add contact with landowners and businesses located in vulnerable areas to the communication plan. This will involve informing landowners that they are located within a vulnerable area and what that means. It was also suggested that target audiences also include businesses located within vulnerable areas and the transportation sector.

Motion to approve 2009 Communications Plan as amended.

Moved by: George Stivrins
Seconded by: Dennis MacDonald

That the 2009 Communications Plan be approved by the committee as amended.

Carried

b) Update from Agricultural Focus Session

The communications advisor updated the committee on the agricultural information session held on February 26th, 2009 and passed around an article covering the event from the Almaguin News.

c) Update on signage for vulnerable areas

The Communications Advisor presented the DWSP sign design to the committee. The DWSP sign wording was amended to "Report Spills" as opposed to "Spill Response".

Target date for installation of signs is still the end of May. A press release will be issued at that time.

Motion to accept DWSP sign as amended.

Moved by: Dennis MacDonald
Seconded by: Kathy Parker

That the DWSP sign design be accepted by the committee as amended.

Carried

4. NEXT MEETING to be held April 22, 2009, or at the call of the Chair

5. Adjourn

Meeting adjourned at 11:50 pm.

Moved by: Maurice Schlosser
Seconded by: Dennis MacDonald

Barbara Groves, Chair

Sue Miller, Project Manager