LAKE ERIE REGION SOURCE PROTECTION COMMITTEE
MEETING MINUTES

Thursday, April 3, 2008

The following are the minutes of the Lake Erie Region Source Protection Committee held on Thursday, April 3, 2008 in the Auditorium, Grand River Conservation Authority, 400 Clyde Road, Cambridge, Ontario.

Members Present: C. Ashbaugh, Chair; H. Cornwell, *M. Goldberg; R. Haggart; J. Harrison, A. Henry, K. Hunsberger, R. Krueger, J. Laird; I. MacDonald; J. Oliver; D. Parker; L. Perrin, G. Rae; T. Schmidt; R. Seibel, B. Ungar; M. Wales; D. Woolcott; W. Wright-Cascaden

Members Regrets: M. Ceschi-Smith; B. LaForme, D. Murray

Proxy Representatives: None

Liaisons: P. Emerson, Source Protection Authority Liaison; D. Quibbell, Public Health Liaison; K. Zaletnik, Provincial Liaison

Region Management Committee: A. Dale, GRCA; C. Evanitski, LPRCA; T. Marks, KCCA; R. Sackrider, LPRCA; K. Smale, CCCA

Staff: S. Cooke, J. Etienne, S. Evans, S. Glauser, L. Minshall, D. Schultz, T. Seguin, G. Smith, G. Sousa, S. Strynatka, G. Zwiers

Also Present: D. Belanger, City of Guelph; Don Corbett, Region of Waterloo; A. Davidson, County of Brant; B. Fields, Norfolk County; P. General, Six Nations; D. Goudreau, County of Oxford; L. Lobe, Region of Waterloo; J. Pickering, Ministry of the Environment; V. Prendergast

1. Call to Order

Craig Ashbaugh called the meeting to order at 1:02 pm.

2. Roll Call and Certification of Quorum – 15 Members Constitute a Quorum (2/3 of members)

The Recording Secretary called the roll and certified a quorum with 19 members present for a total of 20 members attending.

3. Chairman’s Remarks

C. Ashbaugh welcomed members, staff and guests, and spoke to the following announcements, meetings, and events:
• C. Ashbaugh introduced and welcomed P. General, and advised that the formal appointment of Paul General and Chris Martin is forthcoming from Six Nations Band Council.

• March 19, 2008 C. Ashbaugh and L. Minshall met with M. Ceschi-Smith and Brantford staff at Brantford City Hall regarding the City of Brantford’s drinking water concerns.

• The Lake Erie Region Management Committee meeting was held at Long Point Region Conservation Authority on March 27, 2008.

4. Review of Agenda

   Moved by: B. Ungar
   Seconded by: L. Perrin  carried unanimously

THAT the agenda for the Lake Erie Region Source Protection Committee Meeting of April 3, 2008 be approved as distributed.

5. Declarations of Pecuniary Interest

There were no declarations of Pecuniary Interest made in relation to the matters to be dealt with.

6. Minutes of Previous Meeting –March 6, 2008

   Moved by: M. Wales
   Seconded by: G. Rae  carried unanimously

THAT the Minutes of the previous meeting of March 6, 2008 be approved as circulated.

7. Hearing of Delegations

   None

8. Presentations

   a) Water Quality Risk Assessment Review

      As work on the Terms of Reference commences, presentations from City of Guelph, City of Brantford and Elgin Primary Water Supply regarding the municipal technical studies will be provided so that members can become more familiar with work underway for the development of the Technical Assessment Report.

* M. Goldberg arrived at 1:12 p.m.

L. Minshall provided an overview of the Risk Assessment process. Most municipalities with municipal-residential drinking water supplies are working on a preliminary (Tier 1) risk assessment; most have completed the delineation of vulnerable areas, and identified the land use activities in the wellhead protection areas and intake protection zones. However, the Ministry of the Environment has not released the hazard rankings to be used in determining whether threats are
significant, moderate or low. This has stalled the Tier 1 Risk Assessment work until municipal and conservation authority staff receive the hazard rankings. Preliminary hazard rankings are expected to be released this spring.

J. Oliver inquired if hazard rankings are synonymous with look-up tables. L. Minshall replied affirmatively.

D. Parker asked if residential land use activities such as residential pesticide use are being taken into consideration. L. Minshall replied that the details have not been released by the Ministry of the Environment. She advised that those activities that significantly threaten drinking water will be addressed in the plan developed over the next several years.

b) City of Guelph Technical Studies

D. Belanger provided an overview of the City of Guelph’s water supplies, and the technical studies currently underway, including vulnerability delineation, threats identification, issues evaluation, hazard ranking and a water budget.

R. Seibel questioned the reference made to aggregate operations as a potential source of contamination. D. Belanger responded that while an aggregate site is most properly identified as a preferential pathway, the activities involved in aggregate extraction such as equipment fuelling may be taken into consideration as potential contaminants.

R. Seibel asked whether the City uses separate treatment streams for groundwater and surface water supplies. D. Belanger responded that surface water is infiltrated into the groundwater through sand and gravel filters, mixed with the groundwater supply and treated using UV disinfection.

I. Macdonald asked if the information delaying the Tier 2 threats assessment in Guelph is publicly available or protected by Freedom of Information laws. D. Belanger advised his understanding of the regulations is that any information necessary for Source Protection Plans will be made available to municipalities and conservation authorities. I. Macdonald inquired if individuals would be identified in the information requested. D. Belanger responded that he is unsure. L. Minshall clarified that the information required can pass from one agency to another and still be under the Freedom of Information umbrella because the Ministry of the Environment, municipalities and conservation authorities are all subject to freedom of information and privacy protection legislation. The Ministry has delayed sending the information because they are trying to coordinate the details of the transfer of information. CA staff handling personal information have been trained in privacy protection; however, it is new territory for private information to move from one agency to another and procedural details are still being developed.

J. Oliver requested clarification regarding Guelph’s position with the Lake Erie Supply pipeline. D. Belanger advised that Guelph City Council’s direction has been not to pursue a supply from the Great Lakes.
D. Parker inquired if wells are tested for nitrates before they are drilled. D. Belanger responded affirmatively, but advised that water quality can change after pumping for several years rather than for several hours or days.

R. Haggart requested further details regarding how the City of Guelph plans to partner with farmers and neighbours for future well sites outside of the city. D. Belanger responded that the City of Guelph will only go outside the city boundary if necessary. If they are required to seek water sources outside of the city, it would be in full partnership and cooperation with the township and its' residents.

H. Cornwell referred to the City of Guelph’s projected water use and growth and indicated that, although mentioned in the presentation, water conservation was not taken into consideration on the growth projection chart. D. Belanger advised that the water supply master plan is more detailed and takes conservation programs into consideration.

M. Goldberg requested a copy of the presentation. Members were requested to advise staff if they wish to receive a hard copy of the presentation.

9. Correspondence

a) Copied

   i) Correspondence from Nicole Barbato, Source Water Protection Liaison, Conservation Ontario to Conservation Authority Stewardship and Source Water Protection Staff Re: Extension of the 2007-2008 Early Actions Projects

      D. Parker advised he understood from Ian Smith at the Ministry of the Environment that only $122,000 of the Stewardship funds had yet to be allocated for 2007-08. L. Minshall advised that the Early Action and Outreach and Education funding sent to the Conservation Authorities is considered to be allocated.

      C. Ashbaugh noted that the Ministry of the Environment has extended the deadline for submission of applications for Early Action projects to September 30th, 2008. This funding will continue to be available through the Grand River Conservation Authority.

   ii) Correspondence from Ken Spira, President, Guelph Waste Management Coalition Inc. Re: City of Guelph Groundwater Protection

      C. Ashbaugh advised that over the next several years, the Committee would likely receive many more letters requesting comment or action on local planning matters. As the Committee develops the Technical Assessment Report, it will need to determine how and whether or not these types of issues fit in with Source Protection Planning.

      J. Harrison suggested that the Committee draft and adopt a position stating that it is not in the mandate of this committee to comment or make decisions on local land use planning initiatives.
A. Henry inquired as to whether this is an issue which will be taken into consideration in Guelph’s technical studies. L. Minshall confirmed that potential issues such as this will be picked up in the technical studies for the assessment report.

C. Ashbaugh requested staff to draft a response for members’ review stating the position of the committee. R. Haggart clarified we would need to develop and adopt the committee’s position before drafting the letter.

Res. No. 11-08
Moved by: J. Oliver
Seconded by: L. Perrin carried unanimously

THAT correspondence items 9 a) i) and ii) from the April 3, 2008 Lake Erie Region Source Protection Committee meeting agenda be received for information.

b) Not Copied

None

10. Reports

a) SPC-04-08-01 Rules of Procedure Update

There were no comments or questions pertaining to this report.

Res. No. 12-08
Moved by: J. Harrison
Seconded by: B. Ungar carried unanimously

THAT the Lake Erie Region Source Protection Committee amend Section 58 (Motion to Reconsider) of the Rules of Procedure as follows:

58. If a motion is made to reconsider a previous motion, the motion to reconsider must be dealt with at a future meeting. The motion to reconsider must be introduced by a member who voted on the side of the majority on the initial motion.

Similarly, if a motion is made to reconsider a consensus decision, the motion to reconsider must be dealt with at a future meeting. The motion to reconsider must be introduced by a member who was present at the meeting in which the consensus decision was made.

AND THAT the Lake Erie Source Protection Committee remove section 7.4 under Procedure for Disclosing a Conflict of Interest of the Code of Conflict and Conflict of Interest Policy.

b) SPC-04-08-02 Terms of Reference Update

There were no questions or comments pertaining to this report.

Res. No. 13-08
Moved by: M. Wales
Seconded by: G. Rae carried unanimously

THAT Report SPC-04-08-02 Terms of Reference Update be received for information.
c) **SPC-04-08-03 Committee Meeting Dates**

J. Laird expressed concern regarding maintaining quorum for the August meeting and suggested changing the meeting to Aug. 21. L. Minshall responded that the Sep. 4 Committee meeting date cannot be moved because the Committee will need to meet to finalize the Terms of Reference in order to make the Ministry’s deadlines. The August and September meetings would then be too close together to incorporate any changes to the Terms of Reference by the Committee at the August meeting.

C. Ashbaugh then polled the members to see how many would be able to attend the summer meetings. The August meeting date was changed to August 7, 2008 rather than August 14, 2008. G. Rae reminded members that proxy use would enable absent members to send a representative, and enable the committee to keep quorum.

I. Macdonald suggested the July and August agenda items will be in depth discussions which will require background knowledge; he would prefer not to send a proxy for these meetings.

R. Haggart indicated he may be unable to attend the July and August meetings, and expressed concern that since he has already missed one meeting, his participation on the committee could be jeopardized. He asked the use of a proxy counts as the attendance of a member. L. Minshall replied that the proxy does not count for a member’s attendance. However, the Rules of Procedure state that the members shall not miss three meetings “without reasonable cause”. It was suggested that because vacation plans had already been made prior to scheduling the July and August meetings, R. Haggart’s absence from these meetings will not impact his membership on the committee.

**Res. No. 14-08 Moved by: I. Macdonald Seconded by: M. Wales carried unanimously**

THAT the Lake Erie Region Source Protection Committee adopt the following meeting schedule from July to December 2008:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 17, 2008</td>
<td>1:00 pm</td>
<td>East Elgin Community Centre, Aylmer</td>
</tr>
<tr>
<td>August 7, 2008</td>
<td>1:00 pm</td>
<td>Delhi, Norfolk County</td>
</tr>
<tr>
<td>September 4, 2008</td>
<td>1:00 pm</td>
<td>Grand River Conservation Authority Administration Centre, Cambridge</td>
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<tr>
<td>October 2, 2008</td>
<td>1:00 pm</td>
<td>Grand River Conservation Authority Administration Centre, Cambridge</td>
</tr>
<tr>
<td>November 6, 2008</td>
<td>1:00 pm</td>
<td>Grand River Conservation Authority Administration Centre, Cambridge</td>
</tr>
<tr>
<td>December 4, 2008</td>
<td>1:00 pm</td>
<td>Grand River Conservation Authority Administration Centre, Cambridge</td>
</tr>
</tbody>
</table>

M. Wales inquired if there will be a January meeting. L. Minshall advised that the committee would not be required by regulation to meet monthly once the Terms of Reference are submitted to the Ministry of the Environment.

I. Macdonald asked if any of the coming meetings are anticipated to be all day. L. Minshall responded that it may be necessary, but it is too soon to know which meetings at this point.
11. Other Business

a) Question and Answer Period

J. Laird reminded staff and members that there was a motion to be withdrawn from the previous meeting. L. Minshall advised that the seconder was M. Ceschi Smith who is absent; staff will carry the item forward to the next agenda.

M. Wales advised members and staff that changes to the Building Code of Ontario may have implications on Source Protection Planning.

J. Oliver asked how long it takes for the approved minutes to be posted to the website. S. Glauser responded that the minutes are posted the following week. They are also e-mailed directly to every municipal clerks office in the Lake Erie Region.

B. Ungar requested an update regarding the members’ secure website. S. Glauser advised that the website is built, staff are now assigning log-ins and passwords, and they will then distribute that information to members.

D. Woolcott requested an update from the Belmont public meetings. L. Perrin advised that flyers were distributed and there was an advertisement in the local paper. The turnout was somewhat disappointing with only forty members of the public between the two meetings. L. Perrin noted that Source Protection is still a relatively new concept for people and many are not aware of process and impacts. The feedback from those attending was positive.

12. Closed Meeting

Not applicable.

13. Next Meeting – Thursday, May 1, 2008, 1:00 pm

14. Adjourn

Moved: A. Henry
Seconded: J. Laird

The meeting adjourned at 2:52 p.m.

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Chair      Recording Secretary