



## HALTON-HAMILTON SOURCE PROTECTION COMMITTEE

### MEETING #2-08 MINUTES

A meeting of the Halton-Hamilton Source Protection Committee was held on Tuesday, February 19, 2008 beginning at 2:10 p.m. at the Hamilton Conservation Authority's Administration Office.

Members Present: Peter Ashenhurst  
Nick DiGirolamo  
Susan Fielding  
Betty Hansen  
Melanie Horton  
Dave Kerr  
Adam Kuehnbaum  
Barry Lee  
Margaret McCarthy  
Glenn Powell, Acting Chair  
Gavin Smuk  
Teri Yamada

Absent with Regrets: Dave Braden  
Doug Cuthbert  
Gail Krantzberg  
Mary Lou Tanner

Staff Present: Robert Edmondson, Director, Watershed Management Services, Conservation Halton  
Katherine Menyes, Director, Watershed Planning and Engineering, Hamilton Conservation Authority  
Mark Thompson, Project Manager, Halton-Hamilton Source Protection Region  
Rebecca Hull, Communications Specialist, Halton-Hamilton Source Protection Region

Also Present: Ms. Jean Williams  
Member, Conservation Halton  
  
Ms. Kathy Zaletnik (via phone)  
Liaison, Ministry of the Environment  
  
Ms. Nicole Mathews  
Liaison, Halton Health Department

#### 1. Roll Call & Mileage

#### 2. Disclosures of Conflict of Interest

#### 3. Acceptance of Agenda as Distributed

- Additional item 5 a) Update of Source Protection Activities

**HHSPC 2-01** Moved by: Margaret McCarthy  
Seconded by: Barry Lee

THAT the agenda **be accepted as amended.**  
Carried

#### 4. Approval of Source Protection Committee Minutes dated January 15, as amended

**HHSPC 2-02** Moved by: Betty Hansen  
Seconded by: Margaret McCarthy

THAT the Source Protection Committee minutes will indicate **draft** until approved by the SPC.  
Carried

**HHSPC 2-03** Moved by: Betty Hansen  
Seconded by: Margaret McCarthy

THAT an **Environmental Assessment Sub-Committee** be established when appropriate.  
Carried

**HHSPC 2-04** Moved by: Susan Fielding  
Seconded by: Margaret McCarthy

THAT the Source Protection Committee minutes **be accepted as amended**.  
Carried

#### 5. Delegations

##### a. Update of SP Activities

#### 6. Administrative Matters

- a. Review of Code of Conduct
- b. Review of Policies and Procedure
- c. Review of Conflict of Interest

- Letter from Ian Smith, Director of Source Protection Programs Branch, Ministry of Environment, dated January 18, 2008 was reviewed by Mark Thompson and the Source Protection Committee
- The letter clarifies the use of proxies in accordance to the Source Protection Committee regulation (O.Reg 288/07)

**HHSPC 2-05** Moved by: Margaret McCarthy  
Seconded by: Peter Ashenhurst

THAT the motions HHSPC 1-03 and HHSPC 1-04 from Meeting #1-08 are **null and void**.

**HHSPC 2-06** Moved by: Margaret McCarthy  
Seconded by: Dave Kerr

THAT a **proxy will be considered and constitute quorum, as prescribed by the Source Protection Committee regulation (O.Reg 288/07)**.

Carried

**HHSPC 2-07** Moved by: Margaret McCarthy  
Seconded by: Peter Ashenhurst

THAT an **informal procedure** be adopted when incorporating proxies in the Source Protection Committee's Policies and Procedures and Terms of Reference.

Carried

#### 7. Presentation of Conceptual Water Budget Reports

- Presentation on Conceptual Water Budget Reports by Mark Thompson

## 8. Terms of Reference

- Municipal Notice of Commencement dated January 31, 2008 was reviewed by Mark Thompson and the Source Protection Committee
- Presentation on Terms of Reference by Mark Thompson

## 9. Other Business

**HHSPC 2-08** Moved by: Betty Hansen  
Seconded by: Margaret McCarthy

THAT the Source Protection staff review the **information request** from the Water Guardians Network and Ontario Environmental Network.

Carried

## 10. Comments from Attending Public

## 11. Adjournment

**HHSPC 2-09** Moved by: Barry Lee  
Seconded by: Margaret McCarthy

THAT the Halton-Hamilton Source Protection Committee **adjourns at 4:30 p.m.**

Carried

## ACTION ITEMS

Number	Action	Completed By
2-08-01	Mark to forward MOE Terms of Reference guidance document to SPC	Mark Thompson
2-08-02	Rebecca to forward Freelon Public Information Centre information to SPC	Rebecca Hull

**NEXT MEETING: Tuesday, March 4, 2008 at 2:00 p.m. at the Puslinch Community Centre, 43 Brock Road, Aberfoyle.**