



Minutes of Meeting of the Essex Region Source Protection Committee (SPC) held on Wednesday, May 21, 2008, in the **Essex Civic Centre, Committee Room C, 360 Fairview Avenue West, Essex, Ontario.**

Present

Members:	Robert Auger	Gord Queen
	John Barnett	John Stuart
	Tom Fuerth (Chair)	Richard Vantfoort (MOE Liaison)
	Thom Hunt	Larry Verbeke
	Charles McLean	Jim Vincent
	Tim Mousseau	David Watsa
	Hans Peter Pfeifer	

Absent: Deb Bennett (Health Liaison)

Regrets: David Brister (SPA Liaison)
Anthony Leardi (SPA Alternate Liaison)
Andrew Pula
Ashley Stevenson
Mario Sonogo
Lou Zarlenga

Staff: Stan Taylor, Director of Source Water Protection
Candice Kondratowicz, Administrative Assistant
Roger Palmi, GIS/Data Specialist

Guests:

Call to Order

The Chair of the SPC Tom Fuerth, called the Meeting to Order at 3:15 p.m.

Disclosure of Conflict of Interest

None

Agenda

- 1. The Agenda for the Meeting of the Essex Region Source Protection Committee (SPC) held on Wednesday, May 21, 2008.

Moved by Charles McLean
 Seconded by Larry Verbeke

THAT the Agenda for the Wednesday, May 21, 2008, Meeting of the Essex Region Source Protection Committee (SPC) be approved.

- CARRIED

Minutes

- 1. Minutes of the Meeting of the Source Protection Committee (SPC) held on Wednesday, April 16, 2008.

Moved by John Barnett
 Seconded by Tim Mousseau

THAT the Minutes for the Wednesday, April 16, 2008, Meeting of the Essex Region Source Protection Committee (SPC) be approved.

- CARRIED

Correspondence

None

Delegations

None

Reports

None

Other Business

- 1. **Draft – Terms of Reference**

The Chair advised the SPC that there were some revisions to the Terms of Reference (ToR) document based on the discussions at the May 7, 2008, Municipal Working Group (MWG) Meeting. This primarily involved the addition of estimated costs for Source Protection Plan Policy development tasks.

Another addition to the ToR document was indicated as Task SP9 – Implementation Costs and Funding Responsibilities for implementation of the Source Protection Plan. This task was added at the request of the SPC at the April meeting,

The Members were concerned whether the Essex Region SPC have been the only Committee to add such a task and if this is a reasonable approach. It was noted that there is no knowledge if any other SPCs having included such tasks, but was suggested that Stan Taylor send out a copy of Task SP9 to other Project Managers.

Other new additions to the ToR included an executive summary, introduction and glossary.

Some of the technical information such as the Detailed Information on Drinking Water Systems were identified as possibly being outdated. The SPC suggested that updates should be addressed and changed in the draft ToR document.

Moved by John Stuart
Seconded by Charles McLean

THAT the SPC allow Stan Taylor to make technical changes to the Draft Proposed Terms of Reference document without consultation of the Committee.

- CARRIED

The SPC decided that the Public Meeting should commence as tentatively scheduled for Wednesday, June 18, 2008. It was determined that the June SPC Meeting will be held from 3:00 – 4:00, with the Public Meeting to follow. The Public Meeting will be held in an Open House format at the Essex Civic Centre from 4:00 p.m. to 7:00 p.m., leaving the last hour from 7:00 p.m. to 8:00 p.m. for interested persons to make presentations and/or comments to the SPC. It was noted that interested persons must register in advance to appear as a delegation.

Moved by Larry Verbeke
Seconded by Thom Hunt

THAT the revised Draft Terms of Reference be used as the basis for public consultation including the Public Meeting scheduled to follow the Wednesday, June 18, 2008 SPC Meeting.

- CARRIED

2. **Watershed Characterization**

The SPC was provided with the Watershed Characterization in disk format. This document was provided for information purposes only, but was identified as something that should give a thorough picture of the Essex Region Watershed.

After reviewing the provided document relating preliminary summaries of Threats and Issues (Sections 5.4 and 6.2), the SPC suggested that Airborne Contaminants (from unknown sources) be added to the Surface Water Threats (preliminary/tentative list), section 5.4.

3. **Draft Report from Stantec Consulting**

The SPC was provided with a link to review and comment on the Preliminary Draft Report on “Phase I of Module 4” (Intake Protection Zone delineation and vulnerability of intakes). It was noted that any comments or questions on the preliminary draft should be forwarded to Stan Taylor and will be forwarded to Stantec. It was also noted that this Report will likely change substantially due to refinement of flow modelling and due to anticipated revised Provincial guidance.

4. **Members Contact: via Essex Region Source Protection Area Website**

The issue of not providing personal email addresses was addressed and an option was provided to the SPC. The option made available to the SPC was to have Essex Region Source Protection Area email addresses created for each Member. Any messages sent to the ERSPA address will be directed to the provided personal email address, so that Members personal email addresses will not be revealed, as requested by the Committee. This email would be used to receive messages from the public regarding various issues/concerns related to source water protection.

New Business

1. **Canadian Environmental Law Association (CELA): “Frequently Asked Questions” re: Ontario’s Clean Water Act, 2006: CELA FAQ #1**

This document was provided to the SPC Members for review and discussion purposes.

2. **Proposed SPC Meetings – July – December 2008**

The proposed meeting dates and times were approved by consensus and are as follows;

- Wednesday, July 30, 2008 (possibly including Tour) - 3:00 p.m. – 7:00 p.m.
- Wednesday, August 13, 2008 - 3:00 p.m. – 7:00 p.m.
- Wednesday, September 17, 2008 - 3:00 p.m. – 7:00 p.m.
- Wednesday, October 15, 2008 - 3:00 p.m. – 7:00 p.m.
- Wednesday, November 19, 2008 - 3:00 p.m. – 7:00 p.m.
- Wednesday, December 17, 2008 - 3:00 p.m. – 7:00 p.m.

3. **Request: Summary of Municipal Working Group meeting minutes**

Tim Mousseau requested to be provided with minutes/notes from the Municipal Working Group meetings. The SPC contemplated if the outcomes of the MWG would be beneficial to them, for further discussion of the ToR. It was noted that no formal Minutes have yet been taken, but that meeting summaries will be provided to the SPC in the future.

4. **Quorum**

The importance of a quorum was discussed. It was suggested that if a Member cannot attend a meeting, they should consider submitting an email or other written indication of a proxy along with their indication of regrets. For information regarding proxy votes and related procedures, please refer the Rules of Procedure document, page 5.

Meeting Adjournment

Moved by Tim Mousseau
Seconded by John Barnett

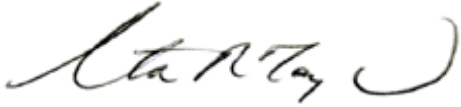
- CARRIED

Meeting adjourned at 4:40 p.m.

Date – Next Meeting

The next meeting of the SPC will be held on Wednesday, June 18, 2008, in the Essex Civic Centre, Committee Room E, **commencing at 3:00 p.m.** Public Meeting to follow.

Conclusion of Meeting

A handwritten signature in cursive script, appearing to read "Stan Taylor", written in black ink.

Stan Taylor P.Eng.,
Director of Source Water Protection