



HALTON-HAMILTON SOURCE PROTECTION COMMITTEE

MEETING #4-08 MINUTES

A meeting of the Halton-Hamilton Source Protection Committee was held on Tuesday, April 8, 2008 beginning at 2:00 p.m. at Dundas Town Hall.

Members Present: Peter Ashenhurst
Dave Braden
Doug Cuthbert, Chair
Nick DiGirolamo
Susan Fielding
Betty Hansen
Melanie Horton
Dave Kerr
Adam Kuehnbaum
Barry Lee
Margaret McCarthy
Gavin Smuk
Mary Lou Tanner
Teri Yamada

Absent with Regrets: Gail Krantzberg
Nicole Mathews
Glenn Powell

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

Mr. Martin Keller
Liaison, Ministry of the Environment

1. Roll Call & Mileage

2. Disclosures of Conflict of Interest

3. Acceptance of Agenda as Distributed

- Additional item 10 b) SPC Meeting Schedule

HHSPC 4-01 Moved by: Margaret McCarthy
Seconded by: Betty Hansen

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

4. Approval of Source Protection Committee Minutes dated March 4, 2008

HHSPC 4-02

Moved by: Margaret McCarthy
Seconded by: Betty Hansen

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

5. Delegations

6. Update of Source Protection Activities

- Presentation on source protection activities by Mark Thompson
- Update on Terms of Reference notifications that were sent to local municipalities
- Terms of Reference Sub-Committee update
- Terms of Reference proposed timeline changes
- **DRAFT** Conceptual Water Budget submitted to Source Protection Committee
- Status of technical reports
- Screening process of 3-tier study:
 - Tier 1 – sub-watershed analysis
 - Tier 2 – catchment areas
 - Tier 3 – in-depth analysis in small geographical area (issues)

7. SWP Communications

- a. **Comprehensive Review of all Communications Materials**
- b. **Preliminary Discussion of Communications Procedures**

- Presentation on communications by Rebecca Hull

8. Administrative Matters

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

9. Terms of Reference Update

- Please see agenda item #6

10. Other Business

- a. **Watershed Tour – April 19, 2008**
- b. **Meeting Schedule**

HHSPC 4-03

Moved by: Margaret McCarthy
Seconded by: Betty Hansen

THAT the SPC meeting schedule and focus be **accepted as amended**.
Carried

11. Comments from Attending Public

12. Adjournment

HHSPC 4-04

Moved by: Margaret McCarthy
Seconded by: Susan Fielding

THAT the Halton-Hamilton Source Protection Committee **adjourns at 4:25 p.m.**
Carried

ACTION ITEMS

Number	Action	Completed By
4-08-01	SWP PowerPoint presentation template sent to SPC members	Rebecca Hull
4-08-02	SWP biographies to be updated and sent to Rebecca	Dave Braden Betty Hansen Glenn Powell Teri Yamada
4-08-03	Code of conduct acknowledgement to be completed	Glenn Powell Doug Cuthbert
4-08-04	Profile photos sent to Rebecca	ALL

NEXT MEETING: Tuesday, May 20, 2008 at 2:00 p.m. at Mountsberg Conservation Area.