

## Summary of the Functions of the Halton-Hamilton Source Protection Committee

The Halton-Hamilton Source Protection Committee is responsible for guiding the update of the Halton-Hamilton Source Protection Plan, as well as commenting on the progress made to implement the plan through annual progress reports.

The development and update of the plan involves municipalities, farmers, businesses, industry, residents, and others. The source protection committee's role is to guide the collaborative process that identifies the sources of municipal drinking water, the threats to both water quality and water supplies, and propose actions that can be taken to protect municipal drinking water supplies.

The committee oversees the preparation and updates of these major documents:

### Terms of Reference

The terms of reference was the “work plan” of the planning process, outlining who is responsible for carrying out the work needed to develop source protection plans. The terms of reference included a plan to consult with potentially affected property owners, to involve the public and to resolve disputes (Ontario Regulation 287/07 - Terms of Reference). The terms of reference was completed in 2009.

### Assessment Reports

The assessment reports identify municipal drinking water sources and potential threats to both water quality and water supplies for each watershed. As new information becomes available, e.g., new wells are planned, the assessment report needs to be updated. There are two assessment reports in the Halton-Hamilton Source Protection Region, one for the Hamilton Region Source Protection Area, and one for the Halton Region Source Protection Area. The assessment reports form part of the source protection plan.

### Source Protection Plans

The Halton-Hamilton Source Protection Plan sets out policies on how risks from significant drinking water threats will be reduced, eliminated, or prevented, who is responsible for taking action, timelines and how progress will be measured. The plan includes a range of tools to accomplish these goals. The first Halton-Hamilton Source Protection Plan was approved in 2015. Source protection plans are updated on a regular basis as new information becomes available through plan implementation, and as assessment reports are updated.

Further information about the Halton-Hamilton Source Protection Region can be found at [www.protectingwater.ca](http://www.protectingwater.ca). A map of the Region is included at the end of this document.

*Note: Under the Clean Water Act, 2006, the two conservation authorities in the Halton-Hamilton Source Protection Region have been designated "source protection authorities," e.g., Halton Region Source Protection Authority. The two watersheds have been designated "source protection areas," e.g., the Hamilton Region Source Protection Area.*

## Summary of the Obligations of Halton-Hamilton Source Protection Committee Members

### Responsibilities of committee members

- participate fully and work positively toward a successful conclusion of the source protection planning process
- act as liaisons by bringing forward common concerns from their knowledge and experience in their sector to the committee and assist in communicating the committee's work
- make decisions at the committee table
- serve on province-wide committees on special issues or participate in events, as a representative of the committee, at the request of the chair
- attend public information sessions and participate in public consultation forums
- respect confidential information and abide by the process in place to safeguard confidential information

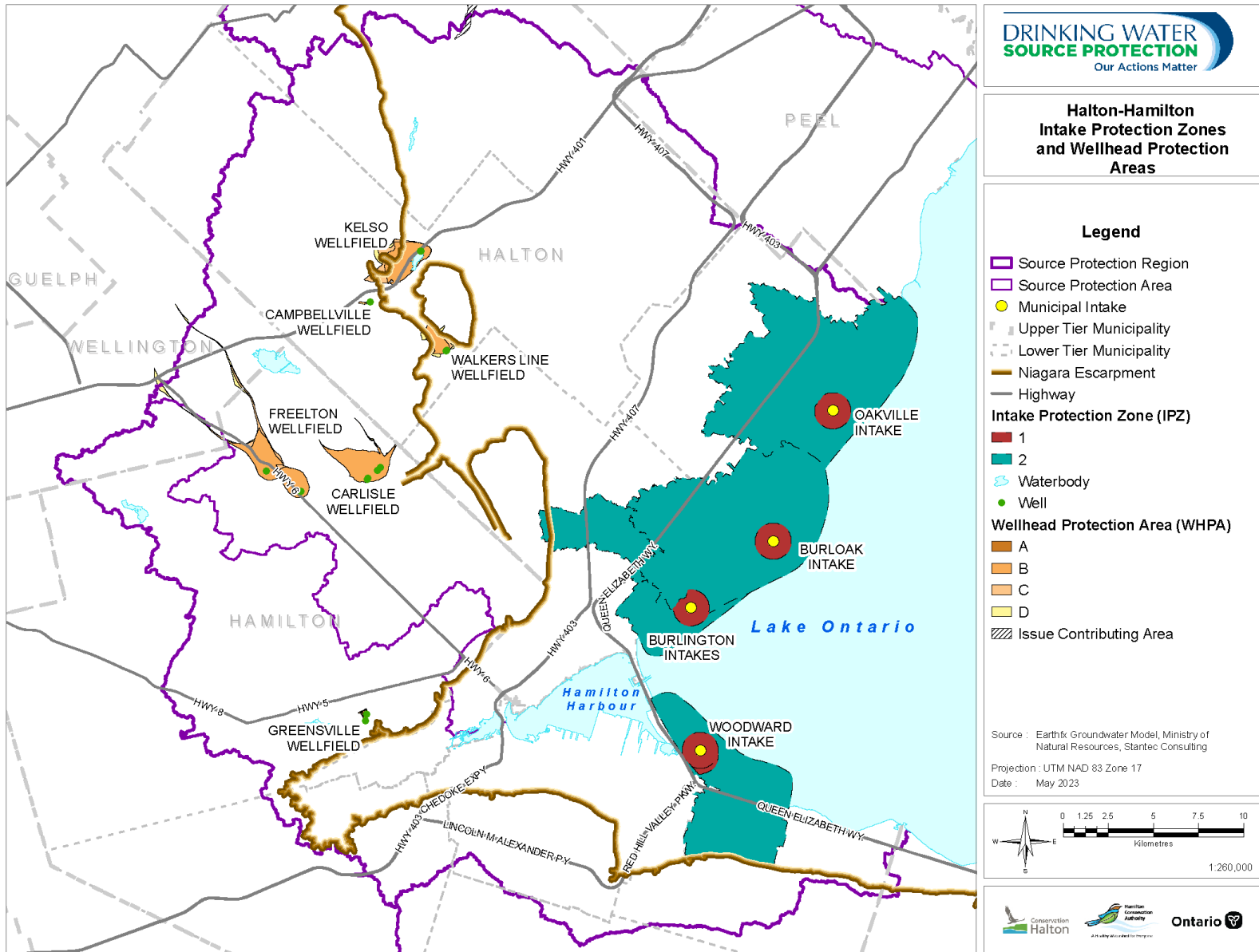
### Time commitment and remuneration

The Halton-Hamilton Source Protection Committee meets about four times each year. Meetings are scheduled depending on workload and timelines. Meetings are typically held virtually or at the head office of either the Halton Region Conservation Authority (2596 Britannia Road, Burlington) or Hamilton Region Conservation Authority (838 Mineral Springs Road, Ancaster).

Committee members should expect to work about five days a year attending meetings and occasional public events.

Committee members are typically appointed for a four or five-year term.

Committee members are eligible to receive a per diem and travel expenses will be reimbursed at rates set by the Halton Region Source Protection Authority.



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**Map: Halton-Hamilton Source Protection Region**