

**INAUGURAL MEETING
OF THE
NORTH BAY-MATTAWA SOURCE PROTECTION COMMITTEE**

AGENDA

Date: Tuesday, December 18, 2007
Time: 9:00 a.m. to 4:00 p.m.
Location: North Bay- Mattawa Conservation Authority Boardroom
15 Janey Avenue
North Bay, ON P1C 1N1

1.	Welcome , Introductions, Goals for the Meeting, Agenda Review, Introductory Remarks	Barbara Groves, Chair	9:00 am
2.	Group Exercise – Interviews and Introductions to Rest of Committee	ALL	9:20 am
3.	Rules of Procedure Code of Conduct and Conflict of Interest	ALL – Discussion led by Barbara Groves	10:00 am
4.	Communicating Our Progress Media Policy	Bronya Cuddy-Gregg, Communications Specialist	10:30 am
	BREAK	ALL	10:45 am
5.	Program Funding Compensation for SPC Members Completion of Claim Forms	Sue Miller, Project Manager	11:00 am
6.	Program Overview Relationships between the SPC, SPA and CA	Sue Miller	11:15 am
	LUNCH	ALL	12:15 pm
7.	Significant Features of the North Bay-Mattawa Source Protection Area	Sue Miller	1:15pm
8.	Introductions of DWSP Staff and Tour of Facilities and Workstations	<ul style="list-style-type: none"> • Kristen Green, Water Resources Specialist • Scott Higgins, GIS/Data Management Specialist • Walter Koch, SWP Technician • Helen Cunningham, Finance 	1:45 pm
	BREAK	ALL	2:30 pm
9.	The Path Forward – Critical Timelines Upcoming dates: Next meeting Jan 8; Sudbury Training Jan 9 Meeting Dates till June 2008	ALL – Discussion led by Sue Miller	2:45 pm
10.	Review of Member Binder Materials	Sue Miller	3:15 pm
11.	Closing	Barbara Groves	3:45 pm

**MEETING
OF THE
NORTH BAY-MATTAWA SOURCE PROTECTION COMMITTEE**

AGENDA

Date: Tuesday, January 8, 2008
Time: 11:00 a.m. to 4:00 p.m.
Location: North Bay- Mattawa Conservation Authority Boardroom
 15 Janey Avenue
 North Bay, ON P1C 1N1

1.	Welcome , Opening remarks, Agenda Review, Approval of Minutes	Barbara Groves, Chair	11:00 am
2.	The Planning Process - What's in a Plan?	Ian Kilgour	11:15 am
	LUNCH	ALL	12:00 pm
3.	Rules of Procedure, Code of Conduct and Conflict of Interest	ALL – Discussion led by Barbara Groves	12:45 pm
4.	Consensus – What is it?	ALL – Discuss handout	1:45 pm
5.	Ontario Farm Environmental Coalition Training Material	Maurice Schlosser	2:00 pm
	BREAK	ALL	2:30 pm
6.	Clean Water Act - Discussion on Plain Language Guide, and Regulations	Barbara Groves	2:45 pm
7.	How will we communicate with stakeholders?	Barbara Groves with Bronya Cuddy-Gregg (staff support)	3:45 pm
8.	Closing & confirmation of next meeting Feb 19, 2007	Barbara Groves	4:00 pm

Note: Meeting to be followed immediately by group travel to Sudbury.

Source Protection Committee Workshop

Date: January 9, 2007

**Location: Radisson Hotel
Sudbury**

Time	Agenda Item	Speaker
8:00 am	<ul style="list-style-type: none"> • Welcome and opening remarks • Introductions • Exercise: Source Protection Area/Region Profile Worksheet discussion 	Ian Smith, Director, Source Protection Programs Branch
8:30 am	<ul style="list-style-type: none"> • Overview of Current Legislative/Regulatory Status 	Katie Fairman, Ministry of the Environment
9:30 am	<ul style="list-style-type: none"> • Regulatory Obligations – General legal roles and responsibilities of a source protection committee 	Debbie Scanlon, Ministry of the Environment
10:10 am	Break	
10:30 am	<ul style="list-style-type: none"> • Technical overview of assessment report guidance modules 	Heather Malcolmson, Ministry of the Environment
11:30 am	<ul style="list-style-type: none"> • Regulatory Obligations –Legal Roles and Responsibilities – Terms of reference <p style="margin-left: 40px;">Interactive exercise: ToR Key Activities and Timing</p>	Debbie Scanlon, Ministry of the Environment
12:15 pm	LUNCH	
1:00	<ul style="list-style-type: none"> • Source protection committees and MFIPPA 	Heather Malcolmson, Ministry of the Environment
2:00 pm	<ul style="list-style-type: none"> • Exercise: Drinking Water Source Protection Planning: key SPC decisions and actions 	All
2:15 pm	<ul style="list-style-type: none"> • Questions from parking lot 	All
2:30 pm	<ul style="list-style-type: none"> • Closing remarks and adjournment 	Ian Smith, Ministry of the Environment

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Tuesday, February 19, 2008
Time of Meeting: 9:00 a.m.
Location of Meeting: NBMCA Natural Classroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Min.of 7 req'd) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of SPC Meeting of January 8, 2008 f) July 22 nd meeting change to July 9 th	Barbara Groves	9:00 am
2.	Updates	Sue Miller	9:20 am
3.	Revised Rules of Procedure and Code of Conflict and Conflict of Interest Policy, including Rules for Proxy SPC Actions – Refine Proxy Procedures and approve revised Rules and Code	Barbara Groves/ Sue Miller	9:30 am
4.	SPC Terms of Reference - Introduction SPC Actions – Discuss milestones and set timelines	Sue Miller	10:00 am
	BREAK	ALL	10:30 am
5.	Presentation: Developing Negotiation Skills, Conflict Management, Consensus Building	Pat Bolger, Consultant	10:45 pm
	LUNCH	ALL	12:15 pm
6.	SPC Terms of Reference SPC Actions – Discuss milestones and set timelines	Sue Miller	1:00 pm
	BREAK	ALL	2:30 pm
7.	Presentation: Draft SPC Communications Plan (2008) DVD “Watershed Connections, Where Everyone Lives Downstream” SPC Actions – Discuss	Bronya Cuddy Gregg	2:45 am
8.	New Business a) Future meeting themes b) Committee training needs	Barbara Groves	3:15 pm
9.	Action Items: a) Sign-off Acknowledgement to Rules and Code b) SPC direction to SWP staff	Barbara Groves	3:45 pm
10.	Adjourn	Barbara Groves	4:00 pm

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Tuesday, March 18, 2008
Time of Meeting: 9:00 a.m.
Location of Meeting: NBMCA Natural Classroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Min.of 7 req'd) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of SPC Minutes of February 19, 2008 f) July 22 nd SPC meeting change to July 9 th	Barbara Groves	9:00 am
2.	Updates Assessment Report Technical Guidance Modules	Sue Miller	9:15 am
3.	Terms of Reference Municipal Engagement SPC Actions – Discuss tasks, milestones and timelines	Sue Miller	9:30 am
	BREAK	ALL	10:15 am
4.	Presentation: Groundwater Principles	Peter Richards, Consultant	10:30 pm
	LUNCH	ALL	12:00 pm
5.	Groundwater Municipal Technical Studies Mattawa, Powassan and Trout Creek well cluster SPC Actions – Discuss	Peter Richards, Consultant	12:45 pm
	BREAK	ALL	2:15 pm
6.	Communications Plan (2008) SPC Actions – Discuss	Bronya Cuddy Gregg	2:30 am
7.	New Business	Barbara Groves	2:45 pm
8.	Adjourn	Barbara Groves	3:15 pm

Attachments:

1. Minutes of SPC Meeting of February 19, 2008
2. Notice Letter to Municipalities and Nipissing First Nation
3. Mini Watershed Characterization Reports: Mattawa, Powassan
4. Assessment Report Technical Study Overview
5. Terms of Reference Tasks – Assessment Report Preparation or Source Protection Plan Preparation
6. Stakeholder Engagement Reference Manual
7. SPC Members Contact Information (updated)

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Tuesday, April 15, 2008
Time of Meeting: 9:15 a.m.
Location of Meeting: NBMCA Natural Classroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of SPC Meeting of March 18, 2008 f) Correspondence g) Reminder - Members to address all emails to Chair c.c. PM	Barbara Groves	9:15 am
2.	Updates from Project Manager	Sue Miller	9:30 am
3.	Rules of Procedure and Code of Conduct and Conflict of Interest Policy a) All Members Sign-off Acknowledgements to Rules and Code	Sue Miller	10:00 am
	BREAK	ALL	10:15 am
5.	Presentation: Surface Water Systems – Prof. Dan Walters, Nipissing U	Dan Walters	10:30 pm
	LUNCH	ALL	12:15 pm
6.	SPC Terms of Reference	Staff	12:45 pm
	BREAK	ALL	1:45 pm
7.	ToR Continued	Staff	2:00 pm
8.	Additional Items for Discussion a) Watershed Tour b) Room acoustics – audibility issues c) Report back from Powassan Council meeting	Barbara Groves	2:30 pm
9.	New Business	Barbara Groves	3:00 pm
10.	Adjourn	Barbara Groves	3:15 pm

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Thursday, May 22, 2008
Time of Meeting: 1:00 p.m.
Location of Meeting: Average Joe's Restaurant
 3501 Trout Lake Rd, North Bay, Ontario
 Telephone: (705) 474-1982

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of April SPC Meeting f) Correspondence	Barbara Groves	1:00 p.m.
2.	Updates from Project Manager including feedback to date on Terms of Reference Posting	Sue Miller	1:10 p.m.
3.	Working Groups Project Manager will provide background information on recently evolved North Bay Source Protection Working Group (NBSPWG) SPC to discuss formation of other working groups.	All	1:20 p.m.
4	Ontario Drinking Water Stewardship Program (ODWSP) Discussion of new directives in administration of the fund and how this may be accessed locally. See new reg backgrounder.	All	1:40 p.m.
5.	Role of Committee Members – Representing Stakeholders Format for discussion will consist of initial group discussion followed by a break-out session where 3 sector groups will meet to identify their roles (Including stakeholder identification, positions and issues) and consider how they could meet their obligations. Then all come back to report and hold discussion among entire group.	All	2:00 p.m.
6.	New Business	Barbara Groves	3:20 p.m.
8.	Move to Public Consultation Session (Presentation starts at 4 p.m.)		3:30 p.m.
9.	Supper Break	All	5:00 p.m.
10.	Move to Second Public Consultation Session (Presentation at 7 p.m.)	All	6:00 p.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Tuesday, June 17, 2008
Time of Meeting: 10:00 a.m.
Location of Meeting: NBMCA Natural Classroom
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of May 22, 2008 f) Correspondence	Barbara Groves	10:00 a.m.
2.	Terms of Reference - Review of comments received (<i>to be circulated by email by June 13</i>) - Change to clarify consideration of economic impacts (see memos from OFEC and Ian Smith, Director MOE) - Municipal resolutions regarding elevation of systems ⇒ Direction to submit Proposed ToR to SPA	Staff SPC	10:15 a.m.
3.	Working Group Formation - Municipal notifications sent ⇒ Direction to staff to form specific working groups	All SPC	11:15 a.m.
4.	Communications - Proposed newsletter to agricultural sector (discussion on others?) ⇒ Direction to produce and distribute agricultural newsletter	All SPC	11:40 a.m.
5.	LUNCH (45 minutes)		12:00 p.m.
6.	Sector Breakouts - Report to each other on activities - Identification of stakeholders - What are main issues? - Requirements for staff support (e.g. communications) ⇒ Sectors report back to SPC	All	12:45 p.m.
7.	New Business & Wrap-up	Barb Groves	2:00 p.m.
8.	Next Meeting (September or at the Call of the Chair)		
	Adjourn		

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Wednesday, September 17, 2008
Time of Meeting: 9:00 a.m.
Location of Meeting: NBMCA Boardroom (2nd floor)
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of June 17, 2008 f) Correspondence	Barbara Groves	9:00 a.m.
2.	Project Manager's Update - Report circulated by email; manager will answer questions arising	Sue Miller	9:15 a.m.
3.	The Year Ahead – Development of Assessment Report (AR) - Timelines for development, review by SPC and submission of AR - Need for working groups to complete technical work - Process for SPC review of AR - Public consultation process - Identification of training needs for SPC; sessions with consultants ⇒ SPC to confirm milestone targets, strategy for AR completion and training needs of SPC members	All SPC	9:45 a.m.
	BREAK		10:45 a.m.
4.	Working Group Formation - Identify which systems should have working groups this year - What is purpose and mandate for each? - Establish preferred structure and selection of members (Protocols for working group formation and operation) ⇒ Direction to staff to form specific working groups	All SPC	11:00 a.m.
5.	Conceptual Water Budget - Included in package as first study for the SPC to review - Information will be incorporated into AR – Discussion / questions?	All	12:00 p.m.
	LUNCH		12:30 p.m.
6.	New Business & Wrap-up	Barb Groves	1:00 p.m.
7.	Next Meeting Originally proposed for Wednesday, October 15, 2008		
	Adjourn		

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Wednesday, October 15, 2008
Time of Meeting: 9:00 a.m.
Location of Meeting: NBMCA Natural Classroom (1st floor)
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of September 17, 2008 f) Correspondence	Barbara Groves	9:00 a.m.
2.	Project Manager's Update - Report circulated by email; manager will answer questions arising	Sue Miller	9:15 a.m.
3.	Current Issues - Source Protection Plan Development - Transport Canada – Transportation of Dangerous Goods (update on corridor issues)	Sue Miller	9:45 a.m.
	BREAK		10:30 a.m.
4.	Ontario Drinking Water Stewardship Program (ODWSP) - Financial assistance in accordance with the regulations for <ul style="list-style-type: none"> • persons affected by the Clean Water Act • education and outreach, and administration of incentive programs • specific circumstances related to protecting drinking water sources ⇒ SPC to provide input on potential projects and comment on perceived adequacy of program	Sue Miller ALL	10:45 a.m.
5.	Preparation for Training on Assessment Report Regulation and Technical Rules	Sue Miller	11:15 p.m.
6.	New Business and Wrap-up	Barb Groves	11:45 p.m.
	Adjourn		12:00 p.m.
	LUNCH		



DRINKING WATER SOURCE PROTECTION

ACT FOR CLEAN WATER

Source Protection Committee Technical Workshop

December 10, 2008
Quality Inn, Sudbury
390 Elgin Street
Ontario, P3B 1B1
(705-675-1273)
www.sudburyqualityinn.com

8:00 to 9:00 am – Registration

9:00 to 9:05 am – Welcoming remarks - Ian Smith, Director, Source Protection Programs Branch

9:05 to 9:30 am – Looking back at the last year and program updates – Ian Smith

9:30 to 10:00 am- Review of the regulatory structure: General Regulation – Ian Smith

10:00 to 10:30 am - Overview of the Assessment Report process – Rick Vantfoort

10:30 to 11:00 am – Break

11:00 to 12:00 noon – Overview of the Assessment Report process – Rick Vantfoort

12:00 to 1:00 pm – Lunch

1:00 to 2:30 pm – Risk Communication – Dr. Ron Brecher and Trevor Smith Diggins

2:30 pm to 3:00 pm – Break

3:00 to 4:00 pm – Looking forward: Source Protection Plans – Melanie Ward

4:00 to 4:15 pm – Wrap up and closing remarks – Ian Smith

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Tuesday, January 13, 2009
Time of Meeting: 9:00 a.m.
Location of Meeting: NBMCA Natural Classroom (1st floor)
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of October 15, 2008 f) Correspondence g) Upcoming meeting dates for 2009 ⇒ SPC to select	Barbara Groves	9:00 a.m.
2.	Chair's Report - Accomplishments to Date and the Road Ahead	Barbara Groves	9:20 a.m.
3.	Project Manager's (PM) Update - Report circulated in package; manager will answer questions arising - SPC to consider following two items: ⇒ SPC to approve letter to municipalities regarding formation of source protection advisory committees ⇒ SPC to review proposed process outlined in section 7 and either approve or direct staff to revise	Sue Miller ALL ALL	9:40 a.m.
4.	Communications Update - location of SPC resource shelf in NBMCA library (information item) - proposed letters to stakeholders ⇒ SPC to approve or otherwise direct staff - development of communications plan for 2009 - Risk Communication – discussion of Sudbury workshop ⇒ SPC to decide whether such training should be arranged	Bronya Cuddy Gregg ALL	10:05 a.m.
	BREAK		10:30 a.m.
5.	Highlights of Sudbury Technical Training Session - PM will present selection of slides which will focus on how vulnerable areas are delineated and how the hazard scoring works - how SPC can add a threat that is not included in the tables - how prescribed threats are dealt with ⇒ SPC to question, discuss and direct staff as to next steps (additional coverage of specific topics?)	Sue Miller ALL	10:40 p.m.
6.	New Business and Wrap-up	Barb Groves	11:30 a.m.
	Adjourn		11:45 a.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Tuesday, February 17, 2009
Time of Meeting: 9:00 a.m.
Location of Meeting: NBMCA Boardroom (2nd floor)
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of January 13, 2009 f) Correspondence	Barbara Groves	9:00 a.m.
2.	Training needs – reminder to provide suggestions Submission of written updates by SPC members - details included in PM's update ⇒ SPC to discuss and decide on preferred approach	Barbara Groves	9:15 a.m.
3.	Project Manager's (PM) Update - Report circulated in package; manager will answer questions arising	Sue Miller	9:25 a.m.
4.	Communications <ul style="list-style-type: none"> • Next steps after Ag Focus Session - Information session proposed for February 26 (Consultant's report from Jan 22 session enclosed) ⇒ SPC to consider findings and provide input for Feb 26 info session <ul style="list-style-type: none"> • Update on signage for vulnerable areas • Training Session – Intro to Stakeholder Communications 	Bronya Cuddy Gregg ALL	9:40 a.m.
	BREAK		10:30 a.m.
5.	Highlights of Sudbury Technical Training Session - PM will present selection of slides which will focus on how vulnerable areas are delineated and how the hazard scoring works - how SPC can add a threat that is not included in the tables (e.g. corridors) - how prescribed threats are dealt with ⇒ SPC to question, discuss and direct staff as to next steps (additional coverage of specific topics?)	Sue Miller & Kristen Green ALL	10:40 a.m.
6.	SPA - Meet & Greet ⇒ SPC to adjust May meeting date to coordinate with SPA May 20		
7.	New Business and Wrap-up	Barb Groves	11:30 a.m.
	Adjourn		11:45 a.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Tuesday, March 17, 2009
Time of Meeting: 9:00 a.m.
Location of Meeting: NBMCA Boardroom (2nd floor)
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of February 17, 2009 f) Correspondence	Barbara Groves	9:00 a.m.
2.	Project Manager's (PM) Update - Report circulated in package; manager will answer questions arising - Formation of advisory committees – see example charter from Quinte Area - Proposed dates for Municipal Technical Study (MTS) – SPC meetings ⇒ SPC to direct staff with respect to formation of advisory committees as discussed and set dates for MTS – SPC meetings	Sue Miller	9:15 a.m.
4.	Communications <ul style="list-style-type: none"> • 2009 Draft Communications Plan • Update from Ag Focus Session • Update on signage for vulnerable areas 	Bronya Cuddy Gregg	9:45 a.m.
	BREAK	ALL	10:15 a.m.
5.	Highlights of Sudbury Technical Training Session - completion of session started last meeting - focus on hazard scoring and how threats are identified - how SPC can add a threat that is not included in the tables (e.g. corridors) ⇒ SPC to question, discuss and direct staff as to next steps (additional coverage of specific topics?)	Sue Miller & Kristen Green	10:30 a.m.
6.	Assessment Report Table of Contents	Sue Miller	11:20 a.m.
7.	New Business and Wrap-up	Barb Groves	11:30 a.m.
	Adjourn		11:45 a.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Wednesday, April 22, 2009
Time of Meeting: 1:00 p.m.
Location of Meeting: NBMCA – Room to be determined
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of March 17, 2009 f) Correspondence	Barbara Groves	1:00 p.m.
2.	OWCA presentation - wastewater treatment systems - drinking water treatment systems - blue green algae - implications of nutrient enrichment on water treatment – Would there be health risks, additional treatment costs or risk of taste and odour problems?	Larry Moore (OWCA)	1:15 p.m.
	BREAK		2:30 p.m.
3.	Highlights of Sudbury Technical Training Session - completion of session started last meeting - focus on hazard scoring and how threats are identified - how SPC can add a threat that is not included in the tables (e.g. corridors) ⇒ SPC to question, discuss and direct staff as to next steps (additional coverage of specific topics?)	Sue Miller & Kristen Green ALL	2:45 p.m.
4.	Assessment Report Table of Contents ⇒ SPC to approve or otherwise direct staff	Sue Miller	3:30 p.m.
5.	Project Manager's Update - completion of technical studies - formation of working groups	Sue Miller	3:45 p.m.
6.	New Business and Wrap-up	Barb Groves	4:40 p.m.
	Adjourn		5:00 p.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Tuesday, May 26, 2009
Time of Meeting: 1:00 p.m.
Location of Meeting: Callander Community Centre
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of April 22, 2009 f) Correspondence	Barbara Groves	1:00 p.m.
2.	Project Manager's Update a) Approval of Terms of Reference b) Technical Study Update c) Advisory Committee Meeting Minutes d) Upcoming Meeting Schedule	Sue Miller	1:15 p.m.
3.	Addressing Transportation Threats (Draft Technical Bulletin)	Sue Miller	1:45 p.m.
	BREAK		2:15 p.m.
4.	Source Protection Planning Workbook and Basic Threats Training	Sue Miller	2:30 p.m.
5.	New Business and Wrap-up		3:30 p.m.
	Adjourn		3:45 p.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Thursday, June 25, 2009
Time of Meeting: 9:00 a.m.
Location of Meeting: North Bay – Mattawa Conservation Authority
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of May 26, 2009 f) Correspondence	Barbara Groves	9:00 a.m.
2.	Environmental Farm Plan Training Opportunity	Sue Miller	9:15 a.m.
3.	Overview of Municipal Technical Studies a) Findings b) Next steps	Sue Miller	9:30 a.m.
4.	Project Manager's Update a) Proposed meeting dates b) Advisory Committee Meeting Minutes c) What is Assessment Report handout	Sue Miller	11:30 a.m.
5.	New Business and Wrap-up		11:45 a.m.
	Adjourn		11:50 a.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Wednesday, October 14, 2009
Time of Meeting: 1:00 p.m.
Location of Meeting: NBMCA Boardroom
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of SPC meeting June 23,2009 and Mattawa Technical Study SPC / Public meeting June 17, 2009 f) Correspondence	Barbara Groves	1:00 p.m.
2.	Project Manager's Update a) Site visits to businesses in IPZ-1 areas b) Staff changes c) Callander offered participation in Drinking Water Surveillance Program d) Attendance at International Plowing Match (Earlton) e) Final version of "What is Assessment Report" is available – would SPC like copies? f) Update - signage for vulnerable areas (Communications – Sue Buckle)	Sue Miller Sue Buckle	1:15 p.m.
3.	Review of Dry Run Planning Exercise (Discussion) - Review of key concepts, lessons learned, questions?	Sue Miller	1:45 p.m.
	BREAK		2:15 p.m.
4.	Timelines for Compilation and Approval of Assessment Report (AR) (Discussion) - How does SPC want to conduct review of AR? - Process for public consultation – location and number of meetings	Sue Miller	2:30 p.m.
5.	New Business and Wrap-up	Barbara Groves	3:30 p.m.
	Adjourn		3:45 p.m.

NNORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Wednesday, November 25, 2009
Time of Meeting: 1:30 p.m.
Location of Meeting: NBMCA Boardroom
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of June 25, 2009 f) Approval of Minutes of October 15, 2009 g) Approval of Minutes of South River Public Consultation October 29 h) Correspondence - Walkerton Presentation (Davidson) - Resignation of Kathy Parker	Barbara Groves	1:30 p.m.
2.	Project Manager's Report – Questions Arising a) Resignation of Kathy Parker, Municipal Rep (replacement) b) Staff changes and strategy for completion of Assessment Report c) Business Site Visits d) Signage for Vulnerable Areas	Sue Miller	1:45 p.m.
3.	Summary of Municipal Technical Studies Findings Discussion	Staff	2:00 p.m.
4.	Additions to Draft Report for late acquired information a) Trout Creek b) Callander Intake modifications c) South River Updated Report	Sue Miller	2:15 p.m.
	BREAK		2:30 p.m.
5.	Review of Preliminary Assessment Report chapters a) What is the Assessment Report Checklist? - Clarification b) Watershed Characterization (CH. 2)	Sue Miller / Peter Quinby	2:45 p.m.
6.	New Business and Wrap-up a) Next meeting: December	Barb Groves	4:30 p.m.
	Adjourn. Meet & Greet Event with the Source Protection Authority.		

It is possible to include a short break during discussion under item 5, depending on the course of the discussion.

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You are cordially Invited to Remain after this meeting to attend a

MEET AND GREET FUNCTION

with members from the Source Protection Authority

5:00 to 6:00 PM, NBMCA Natural Classroom

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Thursday, January 14, 2010
Time of Meeting: 9:15 a.m.
Location of Meeting: North Bay – Mattawa Conservation Authority Boardroom
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of June 25, 2009 f) Approval of Minutes of November 25, 2009 g) Correspondence	Barbara Groves	9:15 a.m.
2.	Project Manager's Report – <i>Questions Arising</i> a) Replacement of Municipal Rep b) Business Site Visits c) Signage for Vulnerable Areas d) Municipal Technical Studies and Water Budgets Finalization e) TLWAC meeting (prior to AR draft release) f) Callander (- Plans for Advising Public of Changes) g) Environmental Farm Plans	Sue Miller	9:25 a.m.
3.	Review of Draft Assessment Report chapters <i>Committee Discussion and questions arising</i>	Sue Miller / Peter Quinby	9:45 a.m.
	BREAK		10:45 a.m.
4.	Overview of Project and Members' Roles - Project Timeline - Provincial level support activities - Planning Working Group - Risk Management Catalogue - Role of Members - Role of Working Groups - Trout Creek/Powassan <i>Discussion or questions arising and how members wish to stay informed during the Draft AR process.</i>	Sue Miller	11:00 a.m.
5.	Communications Plan for Public Consultation on AR	Sue Buckle	11:15 a.m.
6.	New Business and Wrap-up a) Next meeting: Thursday, February 18, 2010, 3 pm at Callander Legion 445 b) Public Meeting on Draft AR: Callander Legion 445, 6 pm Open House, 7 pm presentation, Thursday February 18, 2010 c) Setting Future Meeting Dates: Tuesday, March 16, 2010 Others	Barb Groves	12:00 p.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE

Date of Meeting: Thursday, February 18, 2010
Time of Meeting: 9:15 a.m.
Location of Meeting: North Bay – Mattawa Conservation Authority Boardroom
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420

DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of January 14, 2010 f) Acceptance of Record of Trout Creek public consultation, Feb 04 g) Correspondence	Barbara Groves	9:15 a.m.
2.	Project Manager's Report – <i>Questions Arising</i> a) Assessment Report extension & confirmed timeline summary b) Revisions to organization of Assessment Report c) Municipal Technical Studies d) Trout Lake Watershed Advisory Committee meetings (corridors) e) Outcomes of SPC Chairs and PMs meeting f) Draft General Regulation amendments for Planning - Sudbury Consultation Meeting March 5 g) Replacement of Municipal Rep	Sue Miller	9:25 a.m.
3.	Presentation: Draft Regulation - opportunity to comment <i>Committee Discussion and questions arising</i> Presentation will continue after break.	Neil Gervais	9:45 a.m.
	BREAK		10:30 a.m.
4.	Trout Lake Watershed Advisory Committee Notice re:Corridor Threats <i>Discussion or questions arising</i>	Sue Miller	11:15 a.m.
5.	New Business and Wrap-up	Barb Groves	11:450 a.m.

Date (Feb-June 2010)	Event	Location	Time
Thursday, March 11	Public Consultation Session-2 for Trout Creek	To be determined	Evening
Wednesday, March 24	SPC Meeting	NBMCA Boardroom	9:15 AM – Noon
Thursday, April 15	SPC Meeting	NBMCA Boardroom	9:15 AM – Noon
Thursday, April 29	Draft AR Public Consultation Session	Callander (Legion?)	Evening
Tuesday, May 18	SPC Meeting	NBMCA Boardroom	9:15 AM – Noon
Tuesday, June 15	SPC Meeting	NBMCA Boardroom	9:15 AM - Noon

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, March 25, 2010
Time of Meeting: 9:00 a.m.
Location of Meeting: North Bay – Mattawa Conservation Authority Natural Classroom
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

	Chair's Roundtable Discussion Chair and Committee members only	Barbara Groves	9:00 a.m.
	BREAK		9:50 a.m.
1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of February 18, 2010 f) Acceptance of Record of Trout Creek public consultation, March 11 g) Correspondence a. Federal Lands Strategy: Ian Smith	Barbara Groves	10:00 a.m.
2.	Project Manager's Report – <i>Questions Arising</i> a) Revised Timelines for Public Consultation and AR Submission b) Replacement of Municipal Rep c) Corridor Threats (separate agenda item) d) Draft General Regulation amendments for Planning - Sudbury Consultation Meeting March 5 e) Septage Hauling on Trout Lake f) Presentation to City of North Bay Council – April 26 g) Implications of Microcystin Issue in Callander Bay	Sue Miller	10:15 a.m.
3.	Corridor Threats status update	Francis Gallo	10:30 a.m.
4.	Official Plan policy – strategy brainstorm <i>How does the committee want to be introduced to planning policy?</i>	Rob Pringle	10:45 a.m.
5.	May meeting – <i>none currently scheduled other than Public Meeting</i>	Sue Miller	11:10 a.m.
6.	New Business and Wrap-up	Barb Groves	11:15 a.m.

Date (Feb-June 2010)	Event	Location	Time
Thursday, April 22 (Earth Day)	Walkerton: The Cost of Getting it Wrong presentation	Nipissing Theatre	6:30 – 8:30 PM
Tuesday, April 27	SPC Mtg - Draft AR Review	NBMCA Boardroom	9:15 AM
Thursday, May 27	Draft AR Public Consultation	Callander Legion	6:00 – 9:00 PM
Tuesday, June 15	SPC Meeting	NBMCA Boardroom	9:15 AM – Noon

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, April 15, 2010
Time of Meeting: 9:15 a.m.
Location of Meeting: North Bay – Mattawa Conservation Authority Boardroom
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of March 18, 2010 f) Correspondence	Barbara Groves	9:15 a.m.
2.	Report on Discussion Between Chair, Project Manager and General Manager	Barbara Groves	9:30 a.m.
3.	Communications: a) Addressing Committee Concerns b) 2010 Communications Plan c) Summary of Consultations	Sue Buckle	9:45 a.m.
	Break		10:30 a.m.
4.	Project Manager's Report – <i>Questions Arising</i> a) Second Extension Request b) Revised Timelines, Meeting Schedule for discussion c) Phosphorous Budget		10:45 a.m.
5.	New Business and Wrap-up		11:45 a.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, May 06, 2010
Time of Meeting: 7:00 PM
Location of Meeting: Callander Community Centre
 1984 Swale St. Callander, ON



DRAFT AGENDA

1.	Administration: a) Call to Order, Welcome to members of the public b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of April 15, 2010 f) Approval of Record of Meeting April 22, 2010 g) Correspondence a. Letter to Ian Smith re: AR b. Letter from Chisholm re: Study Partnership	Barbara Groves	7:00 p.m.
2.	Presentation of Callander Bay Technical Study revisions and updates	Tammy Karst-Riddoch	7:20 p.m
3.	New Business and Wrap-up	Barbara Groves	~ 8:20 p.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Tuesday, June 15, 2010 (Day 1)
Time of Meeting: 9:00 a.m.
Location of Meeting: North Bay – Mattawa Conservation Authority Boardroom
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes of April 15, 2010 f) Approval of Meeting Record, April 22, 2010 g) Approval of Meeting Record, May 06, 2010 h) Correspondence a. MOE letter re: extension b. Barbara Groves Response Letter	Barbara Groves	9:00 a.m.
2.	Review of Draft Assessment Report - Explanation of Review Process/Strategy To be sent via email June 9th	Sue Miller	9:15 a.m.
	Break		10:30 a.m.
3.	SPC Membership, Discussion	Barb Groves	10:45 a.m.
4.	Review of Draft Assessment Report	Sue Miller	11:00 a.m.
	Lunch		12:00 p.m.
5.	Review of Draft Assessment Report	Sue Miller	12:30 p.m.
6.	New Business and Wrap-up	Barb Groves	1:50 p.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, June 17, 2010 (Day 2)
Time of Meeting: 9:00 a.m.
Location of Meeting: North Bay – Mattawa Conservation Authority Boardroom
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Correspondence	Barbara Groves	9:00 a.m.
2.	Review of Draft Assessment Report	Sue Miller	9:15 a.m.
	Break		10:30 a.m.
3.	Communications Update - Verbal	Sue Buckle	10:45 a.m.
4.	Review of Draft Assessment Report	Sue Miller	11:00 a.m.
	Lunch		12:00 p.m.
5.	Callander Phosphorous Budget Status Update	Sue Miller	12:30 p.m.
6.	Roundtable Issues // or Continued review if required (SM)	Barbara Groves	12:45 p.m.
7.	Accessibility Training	Rob Pringle	1:10 p.m.
8.	New Business and Wrap-up	Barb Groves	1:50 p.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Tuesday, July 20, 2010
Time of Meeting: 9:15 a.m.
Location of Meeting: North Bay – Mattawa Conservation Authority Boardroom
 15 Janey Ave, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Minutes – June 15, 2010 Meeting e) Approval of Agenda f) Correspondence 1. Request for notice from The Salt Institute 2. Request for extension 3. Directors Approval for extension.	Barbara Groves	9:15 a.m.
2.	Setting Meetings for October 2010 and beyond <i>Committee should be prepared to discuss setting a regular schedule of meetings on recurring day/week of the month.</i> Need for a Second Public Consultation Session during Draft or Proposed stage?	Rob Pringle	9:25 a.m.
3.	Committee Update	Barb Groves	~9:30 a.m.
4.	Review of Draft Assessment Report	Sue Miller	~9:35 a.m.
	Break		10:30 a.m.
5.	Review of Draft Assessment Report	Sue Miller	11:00 a.m.
	Lunch		12:00 p.m.
6.	Review of Draft Assessment Report	Sue Miller	12:45 p.m.
7.	New Business and Wrap-up	Barb Groves	1:50 p.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, September 09, 2010
Time of Meeting: 9:15 a.m.
Location of Meeting: North Bay Water Treatment Plant Boardroom
 248 Lakeside Drive, North Bay, Ontario
 CA Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Minutes – July 20, 2010 Meeting e) Approval of Agenda f) Correspondence 1. Director’s Approval for Rule Deviation (Callander IPZ delineation) 2. Comments received will be discussed as a part of item 3.	Barbara Groves	9:15 a.m.
2.	Project Manager’s Report with communications summary	Sue Miller	9:25 a.m.
3.	Addressing Comments on the Draft Assessment Report	Sue Miller	9:40 a.m.
4.	Introduction to Source Protection Plan regulation amendments	Neil Gervais	10:00 a.m.
	Lunch		12:00 p.m.
5.	Tour	David Euler	12:30 p.m.
6.	ODW Stewardship Program Early Responses	Sue Miller	1:30 p.m.
7.	New Business and Wrap-up - November meeting date – conflict with Remembrance Day	Barb Groves	~2 p.m.

NORTH BAY - MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, October 14, 2010
Time of Meeting: 9:15 a.m.
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – September 09 Meeting f) Correspondence 1. Source Protection Planning Bulletin #1 – Overview 2. Septics and OBC Changes- Implications for Clean Water Act	Barbara Groves	9:15 a.m.
2.	Project Manager's Report <i>Discussion Arising from Committee</i>	Sue Miller	9:30 a.m.
3.	Training Preparation	Sue Miller	10:00 a.m.
4.	Break		10:30 a.m.
5.	Plan Development - Approach to Policy Development - Work Plan Overview - Scope of Threats	Sue Miller	10:45 a.m.
	Lunch		12:00 p.m.
6.	Communications Update/Plan - Stakeholder Engagement	Sue Buckle	12:30 p.m.
7.	Bicycle Rack - <i>Items for general discussion to follow up from previous meetings.</i>	Sue Miller	~1:00 p.m.
8.	New Business and Wrap-up	Barb Groves	No later than 2 p.m.

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, November 04, 2010

Time of Meeting: 9:15 a.m.

Location of Meeting: North Bay-Mattawa CA Boardroom
15 Janey Avenue, North Bay, Ontario
Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – October 14, 2010 Meeting f) Correspondence g) Approval of revised meeting dates (December 2010, March 2011)	Barbara Groves	9:15 a.m.
2.	Project Manager's Report <i>Discussion Arising from Committee</i>	Sue Miller	9:25 a.m.
3.	Sudbury Training Wrap-Up – <i>Debrief, outstanding questions, and moving forward</i>	Sue Miller	9:45 a.m.
	Break		10:15 a.m.
4.	Septic System Basics – Threats Backgrounder <i>Operation, Building Code Changes, Existing Policy Framework</i>	Rob Palin	10:30 a.m.
5.	Policy Conceptualization – Septics <i>Exercise in processing the presentation and looking at existing policy framework to determine how the committee wants to handle the Threats Approach of Septics.</i>	Sue Miller/ Rob Pringle	11:30 a.m.
	Lunch		12:00 p.m.
6.	Communications – public engagement concerning Septic Threats	Sue Buckle	12:30 p.m.
7.	"Bicycle Rack" <i>Items for general discussion to follow up from previous meetings.</i>	Barb Groves	~1:00 p.m.
8.	New Business and Wrap-up	Barb Groves	No later than 1:15 p.m.

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, December 02, 2010

Time of Meeting: 9:15 a.m.

Location of Meeting: North Bay-Mattawa CA Boardroom
15 Janey Avenue, North Bay, Ontario
Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – November 04, 2010 Meeting f) Correspondence	Barbara Groves	9:15 am
2.	Project Manager's Report <i>Discussion Arising from Committee</i>	Sue Miller	9:25 am
3.	Work Plan Overview of Process to Highlight SPC Role – Sue Buckle Details and timelines – Sue Miller (enclosed list of documents to be provided to SPC during process) <i>Discussion and approval of proposed work plan by SPC</i>	Sue Buckle Sue Miller	9:45 am
	Break		10:30 am
4.	Sewage Threats Discussion Paper Presentation of Discussion Paper including geographic context <i>Open discussion; policy direction and stakeholder identification</i>	Rob Pringle	10:45 am
	Lunch		12:00 pm
5.	Notice When Plan Preparation Begins Overview of purpose, requirements and timing.(see guidance bulletin enclosed) <i>Open discussion and SPC Direction to Issue Notice</i>	Sue Miller	12:45 pm
6.	Policy Working Group (PWG) Formation Review proposed Terms of Reference (enclosed) <i>SPC Approval of Composition and Terms of Reference</i>	Sue Miller	1:05 pm
7.	Provincial Support for Creation of Source Protection Plans List of Guidance Bulletins being developed (enclosed) Web Tools Tour : SPP Web Forum and Risk Management Measures Catalogue (RMMC)	Rob Pringle	1:25 pm
8.	"Bicycle Rack" <i>Items for general discussion to follow up from previous meetings.</i>	Barb Groves	~1:45 p.m.
9.	New Business and Wrap-up	Barb Groves	2:00 p.m.

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, January 13, 2011
Time of Meeting: 11:30 a.m.
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Chairs remarks regarding recording of members' comments f) Approval of Minutes – December 2, 2010 Meeting Correspondence - Appointments to PWG from Callander, Chisholm, Powassan, and South River - Letter from MOE Director Ian Smith <ul style="list-style-type: none"> • Acknowledges ICA for phosphorus not to be expanded • Advises that additional work to verify threats will not be funded • Expects that consultation would identify any additional sig threats • Advises we should expect decision on addition of local transportation threat in Dec 2010 (not received) 	Barbara Groves	11:30 am
2.	Reports: <ul style="list-style-type: none"> • Project Manager's Report • Communications • Policy Working Group (PWG) Report <i>Discussion, Acceptance of Reports, Approval of PWG Terms of Reference, and Guidelines for Policy Development</i>	Sue Miller Sue Buckle Sue Miller	11:50 am
3.	Lunch Break		12:10 pm
4.	Agriculture and Related Threats Discussion Papers Presentation of Discussion Paper including geographic context <i>Open discussion; policy direction and stakeholder identification</i>	Rob Pringle	12:40 pm
	Break		2:00 pm
	<i>Ag and Related Threats (continued)</i>		2:15 pm
5.	Phosphorous Budget Report <i>Presentation and Questions</i>	Neil Hutchinson	3:00 pm
6.	New Business and Wrap-up	Barb Groves	4:30 pm
	Travel to Callander Legion. Dinner at 5:15		5:15 pm
7.	Public Phosphorous Budget Presentation	Neil Hutchinson	7:00 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, February 10, 2011
Time of Meeting: 9:15 a.m.
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – January 13, 2011 Meeting f) Correspondence	Barbara Groves	9:15 am
2.	Reports: <ul style="list-style-type: none"> • Project Manager's Report • Communications (verbal) • Policy Working Group (PWG) Report + Minutes <i>Discussion, Acceptance of Reports</i>	Sue Miller Sue Buckle Sue Miller	9:30 am
3.	Introduction of Planning Consultant - Presentation of Policy Development Process	Sue Miller/ Glenn Tunnock	10:00 am
	Break		10:30 am
4.	Waste Disposal Sites Presentation of Discussion Paper including geographic context <i>Open discussion; policy direction and stakeholder identification</i>	Rob Pringle	10:45 am
	Lunch		12:00 pm
	<i>Waste Disposal Sites Continued</i>		12:30 pm
5.	New Business and Wrap-up	Barb Groves	~1:30 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, March 03, 2011
Time of Meeting: 9:15 a.m.
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – February 10, 2011 Meeting f) Correspondence	Barbara Groves	9:15 am
2.	Reports: <ul style="list-style-type: none"> • Project Manager's Report • Communications & SPC web interface • Policy Working Group (PWG) Report + Minutes <i>Discussion, Acceptance of Reports</i>	Sue Miller Sue Buckle Sue Miller	9:30 am
	Break		10:15 am
3.	Fuels, DNAPLs, Aircraft De-icing & Solvents Threats <i>Presentation of Discussion Papers and Discussion of Policy Directions</i>	Rob Pringle	10:30 am
	Lunch		12:00 pm
	<i>Fuels, DNAPLs, Aircraft De-icing & Solvents Threats Continued</i>		12:30 pm
4.	New Business and Wrap-up <i>Recognizing Partnerships in Source Protection</i>	Barb Groves	~1:30 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, April 14, 2011
Time of Meeting: 9:15 am – 2:00 pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – March 03, 2011 Meeting f) Correspondence	Barbara Groves	9:15 am
2.	Project Managers Report (includes PWG Report)	Sue Miller	9:30 am
3.	Threats – Road Salt Handling, Storage & Application	Rob Pringle	9:45 am
	Break		10:15 am
4.	Threats - Transportation Corridors - Snow Storage	Rob Pringle	10:30 am
5.	Communications Report (flexible timing) - Callander bloom image.	Sue Buckle	11:45 am
	Lunch		12:00 pm
6.	Policy Working Group Minutes (before lunch if time permits)	Rob Pringle	12:30 pm
7.	Liaison Officer's report	Neil Gervais	1:15 pm
8.	New Business and Wrap-up	Barb Groves	~1:45 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, May 12, 2011
Time of Meeting: 9:15 am – 11:30 am
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



REVISED DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Re-Approval of Minutes – March 03, 2011 Meeting f) Approval of Minutes – April 14, 2011 g) Correspondence h) Project Managers Report (includes PWG Report) i) Policy Working Group (PWG) Minutes	Barbara Groves Sue Miller Rob Pringle	9:15 am
2.	Updated Assessment Report (UAR)	Kristen Green	9:35 am
3.	Policy Summary	Rob Pringle	9:50 am
	Break		10:35 am
4.	Pre-Consultation and update to work plan	Sue Miller	10:50 am
5.	Liaison Officer's Report	Neil Gervais	11:15 am
6.	New Business and Wrap-up	Barbara Groves	11:30 am

Decision to update the agenda was due to potential quorum issues. Because the Updated Assessment Report presentation is time sensitive, we want to ensure the committee previews the information prior to our projected posting on Friday.

There will not be a lunch served.

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, June 16, 2011
Time of Meeting: 9:15 am – 2:00 pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – May 12, 2011 f) Correspondence g) Project Managers Report (includes PWG Report) h) Policy Working Group (PWG) Minutes #6	Barbara Groves Sue Miller Rob Pringle	9:15 am
2.	Updated Assessment Report (UAR)	Kristen Green	9:35 am
3.	Policy Discussion: ASM + Waste	Rob Pringle	9:45 am
	Break		10:35 am
4.	Policy Discussion: Septic Inspection, Fuel Handling & Storage, Signage, Community Safety Zones	Rob Pringle	10:50 am
	Lunch		12:00 pm
5.	Policy Discussion: Final Comments and <i>Approval of Policies for Pre-Consultation activities.</i>	Rob Pringle	12:30 pm
6.	Questions for Provincial response/lobbying by FONOM and other groups	Sue Miller	1:15 pm
7.	Liaison Officer's Report	Neil Gervais	1:30 pm
8.	New Business and Wrap-up <i>Future Meeting dates (September/October)/ day of the week</i>	Barbara Groves	1:45 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, October 13, 2011
Time of Meeting: 9:15 am – 2:00 pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – June 16, 2011 f) Correspondence – Canadian Oil Heat Association (COHA) - Approval of Updated Assessment Report g) Project Managers Report h) Policy Working Group (PWG) Minutes #7 (June 9), #8 from Sept 22	Barbara Groves Sue Miller Rob Pringle	9:15 am
2.	Revisions to Project Timelines	Sue Miller	9:35 am
3.	New Resource from MOE – Planners' FAQs	Sue Miller	
4.	Policy Discussion: ASM - <i>Review of input from PWG and suggestions from Neil/Heather</i> - <i>Direction for development of remaining policies</i> - <i>Issue contributing area v. Wellhead/Intake – using different approaches and making more policies.</i>	Rob Pringle	9:45 am
	Break		10:35 am
5.	Policy Discussion: - <i>Education and Risk Management – doubling up on policy</i> - <i>Sewage – manage v. prohibit, how to group policies, dealing with future v. existing threats.</i>	Rob Pringle	10:45 am
	Lunch		12:00 pm
6.	Policy Discussion: - <i>Other issues.</i> - <i>Direction requested for completion of policies and permission to move forward with Pre-Consultation activities.</i>	Rob Pringle	12:30 pm
7.	New Business and Wrap-up	Barbara Groves	1:50 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, November 10, 2011
Time of Meeting: 9:15 am – 1:00 pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – October 13, 2011 f) Correspondence – Salt Institute - Availability of RMO/RMI Training (MOE) g) Project Managers' Report	Barbara Groves Sue Miller	9:15 am
2.	Overview and summary of Draft Policies to consider implications for implementation	Sue Miller	9:35 am
	Break		10:30 am
3.	Alternative approaches to ensure adoption of best management practices related to phosphorus in Callander Issue Contributing Area Choices of Tools and implications of each → Policy Direction from SPC	Kristen Green Rob Pringle	10:45 am
4.	Monitoring Policies - still required Policy to monitor issue related to phosphorus → Resolution to direct the monitoring of phosphorus in ICA → Consideration of alternatives to monitor threat activities in ICA	Rob Pringle Sue Miller	11:45 am
	Lunch		12:15 pm
5.	New Business and Wrap-up	Barbara Groves	12:45 pm
6.	Adjourn		1:00 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, December 8, 2011
Time of Meeting: 9:15 am – 2:00 pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – November 10, 2011 f) Correspondence – none other than pre-consultation (below) g) Project Managers' Report (map of ODWSP Projects to be shown) h) MOE Liaison report - verbal	Barbara Groves Sue Miller	9:15 am
2.	Update on status of policy development; responses to pre-consultation; Presentation of policies for activities that may be established prior to when the Plan comes into effect (follow-up from last meeting). → Direction from SPC to release policies for pre-consultation	Rob Pringle	9:30 am
3.	Report on meeting of PWG and review of draft policies for Callander ICA → Direction from SPC to release ICA policies for pre-consultation → Direction from SPC to plan Ag stakeholder meeting February 2012	Sue Miller Rob Pringle	9:45 am
	Break		10:30 am
4.	Continuation of item 3 – policies for Callander ICA		10:45 am
5.	Discussion of strategies for implementation of ICA policies. <ul style="list-style-type: none"> • Scope and resource requirements (including personnel) • Establishment of a watershed stewardship council • Enhancing Public engagement Monitoring implementation	Sue Miller	11:15 am
6.	Policies to address transportation threats <ul style="list-style-type: none"> - Update on signage policy - Is there need for a policy to have emergency response plans recognize vulnerable areas and threats posed by pathogens as well as chemical spills? 	Rob Pringle	11:45 am
	Lunch		12:15 pm
7.	Moderate and Low Threats to be Addressed <ul style="list-style-type: none"> - Initial discussion on which ones SPC would like to consider 	Rob Pringle	1:00 pm
8.	New Business and Wrap-up	Barbara Groves	1:45 pm
9.	Adjourn		2:00 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting:

Thursday, January 12, 2012

Time of Meeting:

9:15 am – 2:15 pm

Location of Meeting:

North Bay-Mattawa CA Boardroom
15 Janey Avenue, North Bay, Ontario
Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – December 8, 2011 f) Correspondence – MTO response regarding signage and salt g) none other than pre-consultation (below) h) Project Managers' Report → Accept report and append to minutes → Direction from SPC to plan Ag stakeholder meeting Feb 2012 → Direction to revise policies for storage of fuel oil for heating → Direction to update AR with boundary change → Direction to defer ODWSP reports until resumption warranted i) MOE Liaison's Report (verbal)	Barbara Groves Sue Miller Neil Gervais	9:15 am
2.	Business Arising from Minutes – as required	Barbara Groves	9:35 am
3.	Report on Abandoned Gas Station Property in Trout Creek → Direction to advise Powassan of findings	Sue Miller	9:45 am
4.	Presentation by the SPC Agricultural Representative - Policy development related to agricultural activities in the ICA	Maurice Schlosser	10:00 am
5.	Review of draft policies for Callander ICA	Rob Pringle Sue Miller	10:15 am
6.	Break		10:30 am
7.	Continuation of Item 5 – Review of Draft policies for Callander ICA → Direction from SPC to release ICA policies for pre-consultation	Rob Pringle Sue Miller	10:45 am
8.	Discussion of strategies for implementation of ICA policies. • Scope and resource requirements (including personnel) • Establishment of a watershed stewardship council • Enhancing Public engagement Monitoring implementation	Sue Miller Sue Buckle	11:30 am
9.	Lunch		12:00 pm
10.	Update on status of policy development; responses to pre-consultation; - Transportation Threats (following discussion with CN and ONR) - Update on signage policy - Need to have emergency response plans recognize	Rob Pringle	12:30 pm

	threats posed by pathogens as well as chemicals → Direction from SPC to revise and release for pre-consultation		
11.	Moderate and Low Threats to be Addressed - Initial discussion on which ones SPC would like to consider	Rob Pringle	1:30 pm
12.	New Business and Wrap-up	Barbara Groves	2:00 pm
13.	Adjourn		2:15 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: **Thursday, February 09, 2012**

Time of Meeting: **9:15 am – 2:00 pm**

Location of Meeting: **North Bay-Mattawa CA Boardroom
15 Janey Avenue, North Bay, Ontario
Telephone: (705) 474-5420**



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – December 8, 2011 f) Approval of Minutes - January 12, 2012 g) Correspondence h) Project Managers' Report → Accept report and append to minutes i) MOE Liaison's Report (verbal)	Barbara Groves Sue Miller Neil Gervais	9:15 am
2.	Transportation Policies: - Staff recommendations + key points of representative discussion - Moderate and Low Policies - Significant threat Policies	Rob Pringle Dennis MacDonald	9:35 am
3.	Review of draft policies for Callander ICA • Summary of all policies approved (attachment)	Rob Pringle	10:00 am
	Break		10:30 am
4.	Final policy concept for ICA • Governing Research → Approval of policy for pre-consultation	Rob Pringle	10:45 am
5.	Agricultural Consultation February 29, 2012 - South Himsworth Community Centre	Sue Buckle	11:00 am
6.	Timelines for final pre-consultation, draft and proposed consultation → Process for Committee review and approval of Draft SP Plan	Sue Miller	11:30 am
	Lunch		12:00 pm
7.	Planning Discussions and Pre-consultation feedback: - Future and Existing threat status → Approval of "existing" definition for use in the SP Plan - MOE legislative and suggested amendments - Municipal Engagement	Rob Pringle	12:30 pm
8.	Moderate and Low Threats to be Addressed → SPC to direct any further policy development	Rob Pringle	1:00 pm
9.	New Business and Wrap-up	Barbara Groves	1:30 pm
10.	Adjourn		2:00 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, March 15, 2012
Time of Meeting: 9:15 am – 2:00 pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – February 9, 2012 f) Correspondence g) Project Managers' Report → Accept report and append to minutes h) MOE Liaison's Report (verbal)	Barbara Groves Sue Miller Neil Gervais	9:15 am
2.	Feedback from Pre-consultation including Trout Creek concerns and OFEC comments → Direct staff regarding inclusion in Explanatory Document → Decision on additional consultation meeting for Trout Creek	Rob Pringle Sue Miller	9:35 am
3.	Draft Plan and Explanatory Document Review → SPC to direct staff regarding changes required	Rob Pringle Sue Miller Kristen Green	9:40 am
	Break		10:30 am
4.	Draft Plan and Explanatory Document Review cont'd → SPC to direct staff regarding changes required	Rob Pringle Sue Miller Kristen Green	10:45 am
	Lunch		12:00 pm
5.	Draft Plan and Explanatory Document Review cont'd → SPC to direct staff regarding changes required	Rob Pringle	12:30 pm
6.	Draft Plan Maps	Rob Pringle	1:30 pm
7.	New Business and Wrap-up	Barbara Groves	1:45 pm
8.	Adjourn		2:00 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, April 12, 2012
Time of Meeting: 9:15 am – 2:00 pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 7 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – March 15, 2012 f) Correspondence - Salt Institute g) Project Managers’ Report (verbal) h) MOE Liaison’s Report (verbal)	Barbara Groves Sue Miller Neil Gervais	9:15 am
2.	Update on pre-consultation comments received. Verify SPC intent with respect to certain policies	Rob Pringle Sue Miller	9:35 am
3.	Draft Plan and Explanatory Document Review → SPC to direct staff regarding changes required → Present summary of MOE SPPB review	Rob Pringle Sue Miller Kristen Green	9:45 am
	Break		10:30 am
4.	Draft Plan and Explanatory Document Review cont’d → SPC to direct staff regarding changes required	Rob Pringle Sue Miller Kristen Green	10:45 am
	Lunch		12:00 pm
5.	Draft Plan and Explanatory Document Review cont’d → SPC to direct staff regarding changes required	Rob Pringle	12:30 pm
6.	New Business and Wrap-up	Barbara Groves	1:45 pm
7.	Adjourn		2:00 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Tuesday, June 5, 2012
Time of Meeting: 9:15 am – 2:00 pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 6 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – April 12, 2012 f) Correspondence - Powassan items regarding Trout Creek (agenda item 2) - Resolution from Central Almaguin Planning Board - Comments on Draft SP Plan to be considered in agenda item 3 g) Project Managers’ Report (to follow or verbal) → Accept report and append to minutes h) MOE Liaison’s Report	Barbara Groves Sue Miller Neil Gervais	9:15 am
2.	Resolution from Powassan to withdraw Trout Creek from program → SPC to decide whether to support or deny request	Sue Miller Rob Pringle	9:35 am
	Break		10:30 am
3.	Review summary of comments including... Discussion of the Formaldehyde Spill and Implications for policies related to the Transportation of Hazardous Materials	Rob Pringle Sue Miller Kristen Green	10:45 am
	Lunch		12:00 pm
4.	Draft Plan and Explanatory Document Review cont’d → SPC to direct staff regarding changes required	Rob Pringle Sue Miller Kristen Green	12:30 pm
5.	Meeting Schedule and Timelines - based on outcomes of SPC decisions	Sue Miller	1:40 pm
6.	New Business and Wrap-up	Barbara Groves	1:45 pm
7.	Adjourn		2:00 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Monday, July 16, 2012
Time of Meeting: 9:15 am – 2:00 pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 6 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – June 5, 2012 f) Correspondence on Draft SP Plan to be considered in each item g) Project Managers’ Report → Accept report and append to minutes h) MOE Liaison’s Report	Barbara Groves Sue Miller Neil Gervais	9:15 am
2.	Signage Policy → SPC to decide whether to adopt MTO signage policy and whether legal effect should be non-legally binding → <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> ended signage locations to be included in Plan or not	Rob Pringle	9:35 am
3.	Site Plan Control → SPC to decide whether revisions to site plan control policy are adequate or if policy should be further amended or dropped	Rob Pringle Sue Miller Kristen Green	10:00 am
	Break		10:30 am
4.	SEW 3 (monitoring policy) → SPC to determine whether reporting requirements for SEW 3 can be simplified	Rob Pringle	10:45 am
5	Review of Proposed SP Plan	Rob Pringle Sue Miller Kristen Green	11:00 am
	Lunch		12:00 pm
5.	Review of SP Plan (continues) → <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> ended signage locations to be included in Plan or not	Rob Pringle Sue Miller Kristen Green	12:30 pm
6.	New Business and Wrap-up	Barbara Groves	1:45 pm
7.	Adjourn		2:00 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: **Thursday, August 29, 2013**
Time of Meeting: **9:30 am – 11:00 am**
Location of Meeting: **North Bay-Mattawa CA Boardroom**
15 Janey Avenue, North Bay, Ontario
Telephone: (705) 474-5420



DRAFT AGENDA

1.	Election of Acting Chair of SPC a) Attendance Record and Quorum – (Minimum of 6 required) b) Declaration of Pecuniary Interest c) Election of Acting Chair	Brian Tayler, CAO of NBMCA	9:30 am
2.	Administration: a) Approval of Agenda b) Approval of Minutes – July 16, 2012 c) Correspondence d) Project Managers' Report → Accept report and append to minutes e) MOE Liaison's Report	Acting Chair Sue Miller Neil Gervais	9:50 am
3.	SP Plan Review and Approval - Proposed process for consideration of MOE comments and amendment of SP Plan policies → Accept proposed process or amend	Sue Miller	10:10 am
4.	Progress on Phosphorus Threat Verification in Callander ICA - Property visits	Kristen Green Dustin Kunkel	10:20 am
5.	Update on Community-Based Social Marketing Workshop - Target November 13 or 14, 2013	Julia Burke	10:30 am
	New Business and Wrap-up	Acting Chair	10:45 am
6.	Adjourn	Acting Chair	11:00 am

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Thursday, January 9, 2014
Time of Meeting: 9:00 am – 2:00 pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 6 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – August 29, 2013 f) Correspondence g) Project Managers' Report → Accept report and append to minutes h) MOE Liaison's Report	John McLachlan Sue Miller John Westlake	9:00 am
2.	Revised Assessment Report - A review of revisions made as a result of Trout Creek removal and threat verification	Kristen Green	9:45 am
3.	Source Protection Plan Revisions - Trout Creek Removal - Risk Management Policies	Sue Miller Kristen Green Julia Burke	10:00 am
	Break		10:30 am
4.	Source Protection Plan Revisions - Explanatory Document Changes - Minor Text Changes - Monitoring Policies - Other Revisions	Sue Miller Kristen Green Julia Burke	10:45 am
	Lunch		12:00 pm
5.	Callander ICA Advisory Group Update → Accept report and append to minutes	Sue Buckle	12:30 pm
6.	Concerned Citizen Presentation on the Proposed Oil Pipeline - SPC consideration of next steps	Kelly-Anne Smith	12:45 pm
7.	Timeline for Submission of Revised Documents - Terms of Reference, Assessment Report, and Source Protection Plan	Sue Miller	1:30 pm
8.	New Business and Wrap-up	John McLachlan	1:45 pm
9.	Adjourn	John McLachlan	2:00 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: **Tuesday, May 27, 2014**
Time of Meeting: 12:00pm – 3:30pm
Location of Meeting: North Bay-Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 6 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – January 9, 2014 f) Correspondence - Director's acknowledgement of receipt of UAR g) Project Managers' Report → Accept report and append to minutes h) MOE Liaison's Report	John McLachlan Sue Miller Neil Gervais	12:00pm
2.	Review of Procedure for Approval of Minutes - Enable faster approval of minutes for posting	Sue Miller	12:40 pm
3.	ICA Delineation - Consider a reduction in the size of the ICA based on recent findings regarding sources of phosphorus and discussions with MOE → Amend ICA boundaries or maintain current delineation	Sue Miller	12:45 pm
4.	Source Protection Plan Revisions, Consultation Plan and Timelines for Submission → Provide approval and/or direction	Sue Miller Julia Burke	1:30 pm
	Break		2:00 pm
5.	Source Protection Plan Revisions, Consultation Plan and Timelines for Submission (continued from above) → Provide approval and/or direction	Sue Miller Julia Burke	2:15 pm
6.	Callander ICA Advisory Group Update → Accept report and append to minutes	Sue Buckle	2:30 pm
7.	Great Lakes Guardian Grant Application → Information item	Sue Miller	2:45 pm
8.	EnergyEast & Discussion of possible SPC Role → Discussion	Sue Miller	3:00 pm
9.	New Business and Wrap-up	John McLachlan	3:15 pm
10.	Adjourn	John McLachlan	3:30 pm

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: **Wednesday, Nov 12, 2014**
Time of Meeting: **9:15 – 11:00am**
Location of Meeting: **North Bay-Mattawa CA Boardroom**
15 Janey Avenue, North Bay, Ontario
Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 6 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – May 27, 2014 f) Correspondence	Jeff Celentano	9:15 am
2.	Chair's Remarks	Jeff Celentano	9:25 am
3.	Final Revisions to SP Plan → Review of MOECC comments and approval of changes	Sue Miller	9:30am
4.	Source Protection Municipal Implementation Fund (for information) - agreements with municipalities to support them in implementation	Sue Miller	9:50 am
5.	Energy East Pipeline – Local Threat Identification → Request to Director to identify pipeline as local threat	Sue Miller	9:55 am
6.	Interactive Online Mapping of Vulnerable Areas (Carto DB demo) - Making maps and info for vulnerable areas accessible online	Sue Miller Scott Higgins	10:10am
7.	ICA Delineation (for discussion) - Revised maps and potential next steps – rationale and implications	Sue Miller Scott Higgins	10:20 am
8.	SPC Term of Appointments (for discussion) - One-third of appointments expire each year after SP Plan approval	Sue Miller	10:30am
9.	New Business and Wrap-up	Jeff Celentano	10:40 am
10.	Adjourn	Jeff Celentano	10:45 am

Note: arrow symbol (→) indicates a resolution is expected

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: **Wednesday, Nov 25, 2015**
Time of Meeting: **9:00 – 12:00pm**
Location of Meeting: **North Bay- Mattawa CA Boardroom**
15 Janey Avenue, North Bay, Ontario
Telephone: (705) 474-5420



AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 6 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – Nov 12, 2014 f) Correspondence	Jeff Celentano	9:00 am
2.	Chair's Remarks	Jeff Celentano	9:25 am
3.	Source Protection Planning and Implementation	Sue Miller	9:30 am
4.	Revision to Ontario Regulation 288/07 (Source Protection Committee) → Review size of committee, extension of terms, and order of rotation	Jeff Celentano Sue Miller	9:45 am
5.	ICA Education and Outreach/ Restore your Shore	Sue Buckle/ Peggy Walsh- Craig	10:00 am
6.	ICA Research and Monitoring of the Issue	Sue Miller	10:10 am
Break			10:20 am
7.	Energy East Pipeline Conversion → Review of vulnerability scoring → Recommended policy direction	Sue Miller	10:30 am
8.	Project Manager's Report	Sue Miller	10:55 am
9.	New Business and Wrap-up → Tentative date for next SPC meeting	Jeff Celentano	11:05 am
10.	Adjourn	Jeff Celentano	11:10 am

Note: arrow symbol (→) indicates a resolution is expected

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: Monday, Sept 12, 2016
Time of Meeting: 9:00 – 11:00 am
Location of Meeting: North Bay- Mattawa CA Boardroom
 15 Janey Avenue, North Bay, Ontario
 Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 6 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – Nov 25, 2015 f) Correspondence	Jeff Celentano	9:00 am
2.	Chair’s Remarks	Jeff Celentano	9:25 am
3.	Update on Implementation	Sue Miller	9:30 am
4.	Review of North Bay Vulnerability Scoring → SPC to consider possible increase in source vulnerability score for North Bay Intake and recommend next steps	Sue Miller	9:35 am
5.	Report on attendance at Meeting to Discuss Risks to Source Water associated with Energy East Pipeline Project	Lucy Emmott	9:55 am
6.	Assessment of Threat Level for Oil Pipelines as a Local Threat → Apply to MOECC to delineate an Event-Based-Area (EBA) to enable comparable designation as in other SP Areas	Sue Miller	10:00 am
7.	Consider recommendation from Trout Lake Watershed Advisory Committee following recent train derailment near Trout Lake → Adjust vulnerable areas to include rail corridor where a derailment could impact Trout Lake	Sue Miller	10:15 am
8.	New Business and Wrap-up → Tentative date for next SPC meeting	Jeff Celentano	10:25 am
9.	Adjourn	Jeff Celentano	10:35am

Note: arrow symbol (→) indicates a resolution is expected

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: **Tuesday, March 21, 2017**
Time of Meeting: **9:30 – 11:15 am**
Location of Meeting: **North Bay-Mattawa CA Boardroom**
15 Janey Avenue, North Bay, Ontario
Telephone: (705) 474-5420



DRAFT AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 6 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – Sept 12, 2016 f) Correspondence	Jeff Celentano	9:00 am
2.	Chair’s Remarks	Jeff Celentano	9:40 am
3.	Review of Draft Annual Progress Report to MOECC - for SPC → Discussion prior to submission to SPA for Approval (March 22, 2017)	Sue Miller Kurtis Romanchuk	9:45 am
4.	Update on Review of North Bay Vulnerability Scoring through Technical Advisory Committee (TAC)	Sue Miller	10:15 am
5.	Findings of ICA Erosion Study and Wasi Lake Paleo Discussion on Proposed Next Steps to engage Municipalities and Landowners	Sue Miller	10:30 am
6.	New Business and Wrap-up → Tentative date for next SPC meeting	Jeff Celentano	11:00 am
7.	Adjourn	Jeff Celentano	11:15 am

Note: arrow symbol (→) indicates a resolution is expected

Contents of package

1. Agenda
2. Minutes of September 12, 2016
3. Draft Annual Progress Report on SP Plan Implementation

NORTH BAY- MATTAWA SOURCE PROTECTION COMMITTEE



Date of Meeting: **Tuesday June 20, 2017**
Time of Meeting: **9:15 a.m.**
Location of Meeting: **North Bay-Mattawa CA Boardroom**
15 Janey Avenue, North Bay, Ontario
Telephone: (705) 474-5420



AGENDA

1.	Administration: a) Call to Order b) Attendance Record and Quorum – (Minimum of 6 required) c) Declaration of Pecuniary Interest d) Approval of Agenda e) Approval of Minutes – March 21, 2017 f) Correspondence	Jeff Celentano	9:15 am
2.	Chair’s Remarks	Jeff Celentano	9:25 am
3.	Expiration of 3 SPC Members’ Terms (by January 1, 2018) → Initially looking for volunteers.	Sue Miller	9:30 am
4.	Review of North Bay Vulnerability Scoring	Sue Miller / Kurtis Romanchuk	10:00 am
5.	Implications of amended North Bay vulnerability scoring	Sue Miller / Kurtis Romanchuk	10:30 am
6.	Transportation Threats Review (Highway and Rail)	Sue Miller / Kurtis Romanchuk	11:00 am
7.	Energy East Pipeline – update	Sue Miller	11:30 am
8.	New Business and Wrap-up → Tentative date for next SPC meeting	Jeff Celentano	11:45 am
9.	Adjourn	Jeff Celentano	12:00 pm

Note: arrow symbol (→) indicates a resolution is expected

Contents of package

1. Agenda
2. Minutes of March 21, 2017
3. Project Manager’s Report