



## East Hants Source Water Protection Committee

### Background

The East Hants Source Water Protection Committee is an advisory committee established by Council to make recommendations to Council on water protection matters, in accordance with this adopted Terms of Reference. Members are bound by this Terms of Reference and are ultimately responsible to Municipal Council.

### Goal

To develop and maintain a source water protection plan and provide the municipality or utility with advice on matters concerning land-use issues, water quality, levels and flows in the Source Water Protection areas.

### Objectives

To provide advice to the municipality and water utility:

1. That will attempt to satisfy the water quality and quantity concerns of stakeholder groups;
2. About the sources of contamination in the source water supply area;
3. About the protection options available; and
4. About the success of the protection plan.

The Committee will review and make recommendations in a timely manner, to Council, on all activities or policy issues affecting the water quality, levels and flows in the Source Water Protection areas (Regional and Shubenacadie).

The Committee will review and comment on water quality and monitoring programs and other studies related to the Source Water Protection areas. All water quality information available from member agencies shall be made available to The Committee.

The Source Water Protection areas are defined by the Source Water Protection Plans to which The Committee provides input.

## **Membership**

1. The Committee shall be comprised of the following voting members (7):
  - a) One (1) member of Council that would chair the meetings
  - b) One (1) member of Council that would be vice-chair, responsible for backup duties of chair as required
  - c) One (1) customer of the Water Utility within the Regional Water Supply System
  - d) One (1) customer of the Water Utility within the Shubenacadie Aquifer Water Supply System
  - e) One (1) representative from Shubenacadie Watershed Environmental Protection Society (SWEPS) or an equivalent association as determined by the East Hants Nominating Committee
  - f) One (1) representative working in the Agriculture Sector (Farming Community) within East Hants and has a stake in the Water Supply
  - g) One (1) resident living within the East Hants portion of the Near Zone of the Grand Lake watershed
  
2. The Committee will strive to have the following non-voting technical representatives (6):
  - a) One (1) from East Hants Planning & Development Services;
  - b) One (1) from East Hants Environmental Monitoring Services;
  - c) One (1) from Halifax Planning and Development Services;
  - d) One (1) from Halifax Water;
  - e) One (1) from Nova Scotia Environment; and
  - f) One (1) suitable provincial representative. (i.e. DNR, TIR, etc.)
  
3. Bodies or agencies appointing representatives may name an alternate. Alternates of voting members may vote when the appointed representative is absent.

## **Terms**

To ensure continuity, Council members shall serve a four-year term and non-Council members shall serve a three-year term.

Upon expiration of terms, staff will seek and facilitate appointments by Council or the respective agency.

## **Quorum**

Quorum constitutes a majority of the total number of advisory committee members.

## **Conflicts of Interest**

Members shall declare possible conflicts of interest before agenda items are presented and leave the meeting or part of the meeting during which the matter is under consideration.

## **Meetings**

The Committee shall meet as necessary, but not less than two times per year during the evening.

The Committee shall endeavor to conduct business by consensus, but should voting be necessary, all motions will require support from a majority of the members present in a meeting where a quorum has been met.

Members who miss three (3) consecutive meetings may forfeit their position to which The Committee will seek a replacement.

#### **Role & Responsibility of East Hants Staff**

Municipal staff from the Infrastructure & Operations Department shall provide administrative and research support to The Committee. This includes, but is not limited to the preparation and distribution of agendas, reports, and meeting minutes.

Municipal staff will ensure an annual report is prepared and presented to Municipal Council on behalf of The Committee.