

SOURCE WATER PROTECTION ADVISORY COMMITTEE POLICY
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Effective Date 2023.11.21	Approved by Council 2023.11.20
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1.0 Purpose/Mandate

The purpose of the Source Water Protection Advisory Committee is to provide a forum for the Landowners, the Town of Middleton, and other Stakeholders to work cooperatively to maintain the water quality and quantity of the Town of Middleton’s water supply. The Committee recognizes that the protection of source water is the first step in the multi-barrier approach to clean, safe drinking water.

The Source Water Protection Advisory Committee is established in response to the need to develop a Source Water Protection Plan. The Committee will report to the Middleton Town Council and is recognized by the Town of Middleton, Municipality of the County of Annapolis, and the Town of Middleton Water Utility.

2.0 Composition

2.1 Total number of committee members

2.1.1 There will be a total of 11 members consisting of:

- Six (6) voting members; and
- Five (5) non-voting members.

2.2 Requirements/expertise

2.2.1 Three (3) Landowner representatives – two (2) residing in the Town, one (1) residing in the County, preferably owning land within the SWP areas

2.2.2 Two (2) Councillors, Town and Town Water Utility

2.2.3 One (1) Councillor, County

2.2.4 Non-voting members:

- Chief Administrative Officer
- Director of Public Works, Town
- Planner, Town
- Planner, County
- Representative of NS Department of Environment
- Other resources as needed, NS Lands and Forestry, NS Transportation, NS Agriculture, etc.

2.3 Quorum

2.3.1 The standard measure for quorum shall be 50% plus 1 of the total number of committee members unless otherwise defined in this policy.

2.4 Role of Committee Members

- 2.4.1** Landowners - the landowners are responsible for having representation on the SWP Advisory Committee. They are in a unique position of knowing the SWP areas and their land, in addition to their own and their neighbours' land use practices. The landowners are encouraged to express their concerns and interests; advise and provide information to the Committee on land use management and source water protection; communicate with other landowners on Committee activities and report any problems that they may encounter with the SWP areas.
- 2.4.2** Town Councillors - it is the responsibility of the Councillors to represent the interests of the citizens served by the Town's Water Utility and the Town Council. The Councillors will also represent the Town's interests as a landowner in the SWP areas.
- 2.4.3** County Councillor - it is the responsibility of the Council to represent the interests of the citizens served by the Town's Water Utility, the SWP areas landowners, and the County Council.
- 2.4.4** Town Staff - will report to the Committee on activities undertaken by the Town and the County and any approvals in the SWP areas. Staff will work with the Committee providing information and advising on topics relating to source water protection, watershed management, land use and the operation of the Town's Water Utility. Staff will also bring forth concerns relating to water quality and management.
- 2.4.5** Department of Environment - the NS Environment representative will work with the Committee providing information and advising on topics related to source water protection, watershed management, the Environment Act and Protected Water Area Regulations.

3.0 Frequency of Meetings

- 3.1** The committee will meet as deemed necessary, but no less than three (3) times per Calendar year.

4.0 Duties, Responsibilities, Applicable Legislative Requirements

4.1 Responsibilities

- 4.1.1** Assist in the development and implementation of a Source Water Protection Plan, which will be reviewed periodically.

- 4.1.2 Provide the Town, County and Utility with recommendations on matters concerning land-use issues, as well as water quality, levels and flows in the SWP areas.
- 4.1.3 Assist with revisions of the regulations for the Protected Water Area as required.
- 4.1.4 Review and make recommendations on activities affecting the SWP areas, as requested by the Town.
- 4.1.5 Provide and develop information and education about the SWP areas for local residents, landowners and users of the SWP areas.
- 4.1.6 Provide a forum to deal with issues and concerns in the SWP areas. The Committee will address problems and solutions on matters of concern, as they arise.
- 4.1.7 Advice on forest matters and other land use issues.
- 4.1.8 Develop Best Management Practices for activities in the SWP areas. These Best Management Practices will also be used to guide any approval processes for activities.
- 4.1.9 Liaise with government agencies and other resources not represented on the Committee on matters affecting the SWP areas, such as NS Agriculture, NS Lands and Forestry, NS Transportation, and the federal Department of Fisheries and Oceans.
- 4.1.10 To provide information on Committee activities to landowners in the SWP areas.

4.2 Definitions

- 4.2.1 **Committee** means the Source Water Protection Advisory Committee.
- 4.2.2 **County** means the County of Annapolis.
- 4.2.3 **Protected Water Area** means an area surrounding a source of drinking water as a protected water area, designed under the Environment Act by the Minister of Environment. Regulations for a PWA can only be developed in the context of Section 106 of the Environment Act. Lily Lake is a Protected Water Area.
- 4.2.4 **SWP Areas** means the portion of the source water supply area that will be covered by the source water protection plan – this includes the wellfield and Lily Lake.
- 4.2.5 **Town** means the Town of Middleton.

5.0 Repeal or Amend

- 5.1 A Policy known as Source Water Protection Advisory Committee Terms of Reference dated January 21, 2019, is hereby amended.



I, **Ashley Crocker**, **Chief Administrative Officer of the Town of Middleton**, do hereby certify that the Policy, of which the foregoing is a true copy, was duly passed at a duly called meeting of the Town Council of the Town of Middleton held on the 20th day of November 2023.

Ashley Crocker

Chief Administrative Officer

Policy Adoption	
Date of 7-day notification to Council	November 6, 2023
Date of Approval	November 20, 2023





3.10 - Source Water Protection Committee 2023

Final Audit Report

2023-11-21

Created:	2023-11-21
By:	Krista Gear (kgear@town.middleton.ns.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAcO3ErLoN8HPgLUeimtzlPpkCjyqCOUeH

"3.10 - Source Water Protection Committee 2023" History

-  Document created by Krista Gear (kgear@town.middleton.ns.ca)
2023-11-21 - 3:18:36 PM GMT
-  Document emailed to Ashley Crocker (acrocker@town.middleton.ns.ca) for signature
2023-11-21 - 3:18:54 PM GMT
-  Email viewed by Ashley Crocker (acrocker@town.middleton.ns.ca)
2023-11-21 - 6:53:12 PM GMT
-  Document e-signed by Ashley Crocker (acrocker@town.middleton.ns.ca)
Signature Date: 2023-11-21 - 6:53:21 PM GMT - Time Source: server
-  Agreement completed.
2023-11-21 - 6:53:21 PM GMT