



City of Hamilton Report for Consideration

To: Public Works Committee
Date: May 20, 2025
Report No: PW25028
Subject/Title: Municipal Representation on Halton-Hamilton Source Protection Committee
Ward(s) Affected: City Wide

Recommendations

- 1) That the City of Hamilton **APPOINT** the Senior Project Manager, Source Protection Planning (Risk Management Official) of the Hamilton Water, Public Works Department to the Source Protection Committee for the Halton-Hamilton Source Protection Region.
- 2) That the City of Hamilton's City Clerk **FORWARD** a copy of this report to the Halton-Hamilton Source Protection Authority.

Key Facts

- The Halton-Hamilton Source Protection Committee, established under *Ontario's Clean Water Act, 2006*, plays an important role in safeguarding municipal drinking water sources. This multi-stakeholder group, which includes representatives from municipalities, economic sectors, and the public is tasked with developing and maintaining watershed-based source protection plans.
- The Halton-Hamilton Source Protection Committee consists of three municipal members each representing a group of municipalities.
- The position representing the City of Hamilton, Town of Grimsby, and Niagara Region is currently vacant following Councillor McMeekin's resignation, attached as Appendix "A" to Report PW25028.
- Other council members have been considered, but due to conflicts with the *Conservation Authority Act* provisions, they cannot be appointed to the Source Protection Committee.

Financial Considerations

N/A

Background

The *Clean Water Act*, 2006 and its associated regulations were created with the purpose of protecting existing and future sources of drinking water through the development of watershed-based Source Protection Plans (Plans). These plans are science-based and aim to prevent, reduce, or eliminate risks to municipal water sources. As per O.Reg. 288/07, the Source Protection Authorities established local Source Protection Committees that oversaw the production of the Plans and their approval.

The purpose of the Source Protection Committee, which is a responsibility of the lead Source Protection Authority to create and coordinate, is to ensure that all relevant information is taken into account and to consult with the community when developing and updating the Source Protection Committee in accordance with the requirements of the *Clean Water Act*, 2006; its regulations, technical rules and provincial direction.

The Halton-Hamilton Source Protection Committee was approved in 2015 and later updated in 2022, and its policies are currently being implemented. As such, the Source Protection Committee focus is to ensure that the Plan's policies are comprehensive and effective in meeting their objective to reduce risk to municipal drinking water supplies.

The Halton-Hamilton Source Protection Committee structure has a total of nine members plus the chair with three municipal members. Each member represents the municipal groups as follows:

1. City of Hamilton, Town of Grimsby, Niagara Region
2. Regions of Halton and Peel, Cities of Burlington and Mississauga, and Towns of Milton, Oakville, and Halton Hills
3. County of Wellington and Township of Puslinch

Approximately 1.4 km² of land within the jurisdiction of the Town of Grimsby lies within the Hamilton Conservation Authority watershed and as such the Town of Grimsby and Niagara Region are to be represented on the Halton-Hamilton Source Protection Committee. Due to the limited area of land and to the fact that policies contained within the Halton-Hamilton Source Protection Plan do not impact the lands within Niagara Region boundaries, it was previously agreed that the City of Hamilton should also represent the Town of Grimsby and Niagara Region on the Committee. Niagara Region and the Town of Grimsby Councils have approved the support for the proposed municipal groupings and nomination of the City of Hamilton representative to act on their behalf.

The remaining six committee members comprise three representatives from the economic sector (agricultural, industrial, and commercial) and three representatives of other interests (environment, health & the general public).

Members are expected to attend meetings of the committee, act as liaison by bringing forward concerns in their sector, assist in communicating the committee's work, attend public consultation and make decisions at the committee table.

Analysis

Staffing Considerations:

The Public Works Department through their Source Protection Planning Group under the broader Hamilton Water Division, Watershed Management Section, ensures the City's compliance with the *Clean Water Act*, 2006, while collaborating with other sections within the City to raise awareness of the *Clean Water Act* requirements. The Source Protection Planning Group also ensures that the collective thoughts and expertise of staff are included in Source Protection Plan updates and various Source Protection Authorities meetings. In addition, this group also plays a key role in the implementation of the Source Protection Planning policies applicable to the City of Hamilton.

The suggested appointment of a City of Hamilton staff member can effectively be implemented with the existing staffing complement particularly because the nominee has been a liaison member of the Halton-Hamilton Source Protection Committee. Time commitment is projected to be three to four committee meetings per year with periodic communication in between.

Staff also reviewed the composition of municipal membership in Source Protection Committees across the province. The review findings indicated that the majority of comparable municipalities recommended Public Works Department staff, such as designated Risk Management Officials (i.e. Halton Region, Peel Region, York Region, City of Guelph), for appointment to the Committees. Risk Management Officials play a significant role in the implementation and monitoring of the Source Protection Plans now that the policy development phase of the Plans has been completed.

As such, it is recommended that the position of Senior Project Manager, Source Protection Planning (Risk Management Official) in the Hamilton Water Division, Public Works Department be nominated to represent the City of Hamilton, Town of Grimsby, and Niagara Region on the Halton-Hamilton Source Protection Committee.

Staff also confirmed with the Town of Grimsby and Niagara Region that their shared municipal member representation, approved by their Council in 2016, remains in effect to represent their source protection interests, attached as Appendix "B" and "C" to Report PW25028.

Legal Implications:

The Source Protection Authority is tasked with appointing members of the Source Protection Committee, with one-third of the appointed committee members reflecting the interests of the municipalities located within the region as per O.Reg. 288/07, under the *Clean Water Act*, 2006. Within the same regulation, municipalities are asked to submit

the name of a joint nominee to the Source Protection Authority. Failure of the municipality to select a representative permits the Source Protection Authority to select a person to be appointed on their behalf and represent the municipal group.

Alternatives

1. Do nothing; as per the *Clean Water Act*, 2006 regulations, O. Reg. 288/07, if the municipality does not appoint a joint nominee, the Source Protection Authority will appoint members on their behalf. This is not a recommended alternative as it leaves membership and resulting decision making powers and representation to an individual that may not be suitable from the City of Hamilton's perspective.
2. Select a member different than the nominee recommended herein; this alternative includes other staff representation. This alternative still ensures the City is represented by its chosen member and will allow for the broad input of technical information available or draw on the background and expertise of staff.

Relationship to Council Strategic Priorities

1. Sustainable Economic & Ecological Development
 - 1.4. Protect green space and waterways.

Previous Reports Submitted

- [PW16039, Municipal Representation on the Halton-Hamilton Source Protection Committee](#), Public Works Committee, May 16, 2016

Consultation

- City of Hamilton, Public Works Department
- Halton-Hamilton Source Protection Authority
- Councillor McMeekin's Office, City of Hamilton
- Regional Municipality of Niagara
- Town of Grimsby

Appendices and Schedules Attached

- Appendix A: Motion of Resignation from the Halton-Hamilton Source Protection Committee, September 25, 2024.
- Appendix B: Niagara Region Public Works Committee Meeting Minutes, Item 5.1. PW 13-2016, Halton - Hamilton Source Protection Committee Representation, March 29, 2016.
- Appendix C: The Town of Grimsby, Public Works Committee Meeting Minutes, Item Number 5 (b), PW16-9, February 10, 2016.

Prepared by: Carmen Vega, Senior Project Manager
Public Works, Hamilton Water, Watershed Management

Submitted and recommended by: Cari Vanderperk, Director
Public Works, Hamilton Water, Watershed Management