

# DRAFT Meeting Minutes



## Middle Musquodoboit Watershed Advisory Committee

February 23, 2022

Musquodoboit Valley Bicentennial Theatre and Cultural Centre,  
Middle Musquodoboit and Virtually via Microsoft Teams

Meeting Time:  
6:30 pm

Adjourned:  
8:30 pm

Member name and position		Agency/Representation
Attendees	Barry Geddes (BG), (Acting Chair), Watershed Manager	Halifax Water
	Andrew Faulkner (AF), Planning and Development,	Halifax Regional Municipality (HRM)
	Anna McCarron (AM), (Secretary), Source Water Planner,	Halifax Water
	Matthew McFetridge (MM), District Forest Technician,	NS Department of Natural Resources and Renewables
	Hugh Parker (HP), Representative,	Musquodoboit River Watershed Society (MRWS)
	Mark Sutherland (MS), Representative,	Agriculture Sector
	Kerry-Anne Taylor (KT), Representative,	Community Landowner
Guest:	Councillor Cathy Deagle Gammon,	District 1 Halifax Regional Municipality
Regrets:	Mike Allen (MA), Watershed Planner,	NS Environment and Climate Change (NSECC)

### 1. Attendance / Introductions

*Meeting called to order by Acting Chair, BG.*

Notes: Two (2) attended virtually (AF, MM) and six (6) attended in-person (CDG, BG, AM, HP MS, KT). Regrets Noted (MA).  
Quorum noted (require 3 community and 2 technical representatives).  
Minutes recorded electronically via Teams.

### 2. Review and Approval

#### a. February 23, 2022 Meeting Agenda

Discussion: No items to add.

Decision: KT moved to approve the Agenda as tabled; MS seconded. All in favour.

## b. November 18, 2021 Meeting Minutes

Discussion:	There were no changes to the Minutes as tabled.
Decision	KT moved to approve the Minutes as tabled, MM seconded. All in favour.

**3. Old Business**

## a. Education and Awareness/Community Outreach Strategies:

## i. Signage update (Sign 8).

Discussion:	<p>AM displayed an area on Google Earth to show the last portion of the watershed area requiring signage to inform people travelling into it of the watershed area and the emergency numbers in the event of a spill.</p> <p>The proposed sign location is located in Dean on a cleared area off Highway 336 directly across from School House Road which appears to be a turn-around area for large vehicles such as snow ploughs, etc. It is in the highway right of way managed by the NS Department of Public Works (DPW).</p> <p>The DPW has not been consulted yet, pending consultation with the Committee regarding any objections or concerns with the proposed sign location. The Committee indicated that they have no concerns with the location.</p> <p>AM further explained that the sign would face traffic coming from the north east into the watershed area on the south side of Highway 336.</p> <p>Once we have the blessing of the Committee to proceed, we then need to have permissions from DPW and should alert the adjacent landowner to ensure they have no objections.</p>	
Decision:	Proceed with getting the approvals from DPW and adjacent landowner.	
Action Items	Person Responsible	Deadline
Install a sign in the Upper Musquodoboit / Dean portion of the watershed area.	AM	Spring 2022

## ii. Letter of Request asking that the Committee present to the Department of Agriculture (DoA) Minister's Conference

Discussion:	<p>BG explained that the Conference was supposed to have been held early in 2022 but the in-person portion was pushed ahead to November 3-4, 2022 due to Covid.</p> <p>Initially, the Conference organizers were receptive to BG making a presentation regarding watershed protection at the Conference, however, they have since shifted their water focus toward legislation regulations with respect to agriculture water withdrawal, rather than focussing on impacts to drinking water at this time. So, there won't be a Conference presentation by Halifax Water in the short-term, but we are welcome to set up a booth and attend the Conference in November, as a start.</p> <p>AM suggested that we set up a booth to engage attendees at the Conference. Also that perhaps members would be interested in helping to tend the booth.</p>
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	BG advised that we would put out feelers first before we make that kind of commitment with respect to resources. Nevertheless, we plan to attend the Conference in November.		
Decision:	Leave on agenda.		
Action Items	Person Responsible	Deadline	
Present at <a href="#">Agriculture Minister's Conference</a> [live conference postponed to November 3 <sup>rd</sup> and 4 <sup>th</sup> 2022. Webinar series conducted February 16 – April 6, 2022.]	BG/MS	On hold	
Attend Conference in November to initiate engagement with agricultural community. Setting up a booth is pending available resources.	BG/AM/Anyone?	Involvement-degree pending resources.	
iii. Newsletter/Outreach			
Discussion:	<p>AM displayed the completed <a href="#">Newsletter (Volume 2 – Issue 1)</a>. AM thanked HP for providing much of the newsletter content, which was taken from his Adopt-a-Stream Report, of the work conducted in 2020 to restore the portion of the Musquodoboit River that cattle used to use as a watering hole.</p> <p>KT liked the look of the Newsletter.</p> <p>AM pointed out the picture series in the Newsletter illustrating the before and after of the cattle in the river, the restoration work and the remarkable differences in low and high water levels. AM suggested this picture series would be a good visual at an education booth.</p> <p>AM advised that the Newsletter is ready for distribution, as an insert in Halifax Water's next billing cycle in March. However, only Halifax Water customers who receive paper billings will receive a paper copy, unless circulated more widely through Canada Post or by some other means.</p> <p>KT suggested also distributing it through Halifax Water's online billing ap, to which others agreed.</p> <p>CDG asked whether it will be circulated via email to the members. AM said it had been and is on our website now. CDG said she could insert the link to the newsletter in her Councillor newsletter.</p> <p>BG advised that Canada Post would be the best avenue to increase the paper version circulation – approximately 1400 addresses, AM advised.</p> <p>BG advised that the goal is to distribute the Newsletter at least once per year.</p> <p>AM clarified the <u>derivation of "Newsletter Topics"</u>. Agenda items 3.a.iii.1.a. – d.. These were derived from questions that arose at the Halifax Water Booth at the Halifax County Exhibition in 2019.</p> <p>BG asked that the items pertaining to the newsletter topics be removed from the agenda and listed elsewhere; and the others items reformatted on the Agenda.</p>		
Decision:	<p>Circulate the Newsletter to more people through Canada Post, CDG's newsletter and Halifax Water's online billing ap.</p> <p>Reformat/remove Agenda Items 3.a.iii.1. "Newsletter Topics" accordingly.</p>		

Action Items		Person Responsible	Deadline
Circulate the Newsletter more widely through Canada Post, CDG's newsletter and Halifax Water's online billing ap.		AM/CDG	Before next meeting.
Reformat/remove Agenda Items 3.a.iii.1. "Newsletter Topics" accordingly – see items below.		AM	Complete
1. Newsletter topics based on questions raised at 2019 Halifax County Exhibition booth			
a. Sod farming presentation to discuss practices and BMPs			
Discussion:	BG spoke to a local sod farmer about his business and about presenting at a Committee meeting. He is open to presenting in 2022.		
Decision:	Keep on agenda.		
Action Items		Person Responsible	Deadline
A sod farming community representative will present about industry practices at a future meeting.		BG/Sod farmer	Future meeting TBD
b. Explain watershed area restrictions within the watershed area			
Discussion:	Remove from agenda and add to list of newsletter topics elsewhere.		
Decision:	Remove from Agenda and add to list of newsletter topic Items.		
Action Items		Person Responsible	Deadline
Remove from Agenda and add to list of newsletter topic items.		AM	Complete
c. Municipal water supply protection opportunities through municipal bylaw.			
Discussion:	BG advised that Halifax Water staff is currently working on this for all of its watershed areas with HRM planning staff.		
Decision	Explore options about where HRM's authority lies in the LUB and in the HRM Charter for adopting bylaws for protecting municipal drinking water supply watercourses.		
Action Items		Person Responsible	Deadline
Create a new municipal bylaw zone for the HRM Musquodoboit Valley/Dutch Settlement Plan Area Land Use By-law that helps to protect the Middle Musquodoboit water supply.		BG/AM	Pending Internal HRM/HW reviews
Explore options about where HRM's authority lies in the LUB and in the Charter for adopting bylaws for protecting watercourses.		MA	Next meeting
d. Adopt-a-Stream project highlights / MRWS Presentation of AaS Project to Committee			

Discussion:	<p>AM recalled that HP wanted help creating a PowerPoint presentation highlighting the AaS project to an audience, such as at the Minister’s Agriculture conference or at the Halifax County Exhibition. AM suggested using the contents of the AaS report to create the PowerPoint.</p> <p>BG suggested creating display panels using the content we have and/or create a video loop/link on You Tube rather than a PowerPoint presentation.</p> <p>AM suggested asking Halifax Water’s communication department to create these tools.</p> <p>MS suggested showing the trees that were planted in the field.</p> <p>KT suggested demonstrating the progressive nature of farming.</p> <p>HP said the AaS report outlines how many square feet of riparian habitat was created and how many trees were planted, who the volunteers were and the machines that were used to do the work. HP has pictures of these aspects of the project.</p> <p>BG suggested that creating these awareness tools for the conference or exhibition is a great way to create awareness in the community.</p>		
Decision:	<p>Create awareness tools such as display boards and video loop/You Tube video to use at outreach events such as the Agriculture Minister’s Conference and the Halifax County Exhibition.</p>		
Action Items		Person Responsible	Deadline
HP will send AM pictures to include in the newsletter featuring the project.		HP	Complete
Prepare a presentation to use at next Halifax County Exhibition and the Agriculture Minister’s Conference (including picture series that BG presented at March 2021 meeting) for examples.		HP/AaS/AM/BG	In time for presentation opportunities
<b>b. NSSA NSLC AaS Project Update presentation by MRWS</b>			
Discussion:	<p>At the previous meeting, HP mentioned that the MRWS has 15 Adopt-a-Stream project ideas that they have submitted for consideration in the vicinity of the watershed area. HP was reminded that only projects inside the watershed area are eligible for funding/in-kind support from Halifax Water.</p>		
Decision:	<p>HP to send a list of projects under consideration to AM/BG to determine whether they fall within the watershed area and are eligible for Halifax Water funding.</p>		
Action Items		Person Responsible	Deadline
Send Halifax Water the list of potential AaS projects to be reviewed for funding eligibility.		HP	As needed for project approval
<b>c. Tour of Middle Musquodoboit Water Supply Plant</b>			
Discussion:	<p>Schedule WSP tour after Covid-19 restrictions have been lifted.</p>		
Decision:	<p>Discuss timing and details around plant tour with Small Systems Lead Operator. AM will arrange tour with members pending Covid restrictions.</p>		

Action Items	Person Responsible	Deadline
Arrange MM WSP tour via Doodle poll.	AM/BG	Pending Covid Restrictions
<b>d. NSECC to provide PWA map data to DoA as awareness tool for farm community (MA)</b>		
Discussion:	<p>MA did not attend the meeting. Instead he provided the following in an email to AM:</p> <ul style="list-style-type: none"> <li>• Appropriate datasets are ready and should be submitted shortly to the NS Dept. of Ag and NS Federation of Agriculture.</li> <li>• The process for providing data access to Viewpoint has been identified. MA to work through process with AM and BG.</li> </ul>	
Decision:	Work is ongoing.	
Action Items	Person Responsible	Deadline
Keep on agenda	MA	Ongoing
<b>e. Eastern Habitat Joint Venture (EHJV)</b>		
Discussion:	<p>MA did not attend this meeting, but provided the following in an email to AM:</p> <ul style="list-style-type: none"> <li>• MA reached out to the program contact and is awaiting feedback on specifics such as program criteria and application process(es), as well as programs/partnership opportunities with the potential for projects and co-funding.</li> </ul> <p>AM reminded the members that <a href="#">EHJV</a> is a program that provides assistance (funding and expertise) to restore riparian zones or conserve wildlife habitat.</p> <p>HP asked what kind of an organization it is. MM explained that the NS chapter of the program was run out of the wildlife division of DNRR. AM believed it acts like a not-for-profit organization. MM concurred.</p> <p>AM suggested that we pursue how the program could assist our Committee's efforts as well as the MRWS' further, perhaps through MA's further findings.</p>	
Decision:	Awaiting further feedback on specifics about EHJV from MA.	
Action Items	Person Responsible	Deadline
Continue to investigate whether the EHJV program is still active and provides program support to restore / conserve riparian areas.	MA	Ongoing
<b>f. Potential pollution in local pond</b>		
Discussion:	<p>To determine whether the pond that has green growth floating on top, believed to be duck weed, is a risk to the water supply. More examination is required.</p> <p>BG believes that the pond is probably not a concern to us, but it is close enough to the water treatment plant that we should check whether it may impact the raw water.</p>	
Decision:	During the meeting, BG asked the water quality manager to assign the water quality inspectors to take samples at the duck pond.	

Action Items		Person Responsible	Deadline
Investigate the water flow from this pond to determine if the pond presents a risk to the river from the Committee/Halifax Water’s perspective.		BG	When weather conditions allow.
<b>g. New Committee members for forestry and customer sectors</b>			
Discussion:	<p>KT is moving into the Committee’s customer member position, which leaves the forestry and large landowner membership seats vacant.</p> <p>Taylor Lumber and Conform are two forestry companies who could be approached.</p> <p>The Committee referred to the Terms of Reference (ToR) to determine the process for picking a member from large industries, such as the forest industry; there are no specifics on the process to choose from many companies per industry.</p> <p>BG suggested that if we’re successful going through an umbrella group then we go that route. But if unsuccessful, then go through a broader recruitment process such as the media and other wide-net agencies.</p> <p>BG advised that the ToR be revisited to better define the membership selection process in addition to adjusting other clauses (see next item on agenda).</p>		
Decision:	<p>BG will reach out to the sod farmer (large landowner) and to Conform (forest industry) inviting them to represent these sectors on the Committee.</p> <p>Redefine the membership selection process in the ToR.</p>		
Action Items		Person Responsible	Deadline
Approach Conform manager and sod farmer about volunteering on the Committee.		BG	Before next meeting
Redefine the membership selection process in the ToR.		All	At next meeting
<b>h. Terms of Reference review – confidentiality clause</b>			
Discussion:	<p>BG reminded the Committee of the discussion held at the previous meeting regarding the need for a Committee Code of Conduct, essentially establishing the Chair as the spokesperson for the Committee. Further, any information the Committee receives must remain confidential, until such time as it is released to the public.</p> <p>A boiler plate clause will be circulated for the Committee’s consideration. If all agree, then this will be signed by the Committee members and revisited every two years.</p>		
Decision:	<p>A Code of Conduct will be worded such that it protects the integrity of everyone’s position on the Committee and will be reflected in an updated ToR.</p>		
Action Items		Person Responsible	Deadline
A Code of Conduct will be circulated to the Committee for its consideration prior to the next meeting.		All	Prior to next meeting
Circulate the ToR with suggested changes for the Committee’s review.		All	Prior to next meeting.

i. Presentation: Topic – What is good for water		
Discussion:	<p>[Previously under heading in the last Minutes “<i>Create awareness through a presentation about sustainable farming practices that mitigate impacts on water</i>”.]</p> <p>BG reminded the Committee of HP’s presentation suggestion by reading the following from the last minutes: create “<i>a presentation about what is good for water with respect to farming practices. Create a template presentation to engage farmers in a positive way; i.e., display photos of sustainable local farming practices and compare those with pictures (from outside the community) of harmful practices to elicit discussions about how sustainable farming practices may be supported and how to overcome the real or perceived challenges to sustainable farming practices that protect water quality; e.g., show benefits and solutions to landowners keeping cattle out of the water. The product could be used at various education opportunities and show funding opportunities that facilitate sustainable farming practices.</i></p> <p><i>Include excerpts from a white paper, highlighting sustainable farming practices, including the positive relationships between Halifax Water and a local farmer working together to support a healthy water supply. This could also be circulated in the Newsletter and in other resources.</i></p> <p>BG suggested taking this presentation to the Ag. Minister’s Conference and see what we get for feedback, while being mindful that the Conference theme is water withdrawal, not water impacts, as originally thought. HP agreed that this would be a good start.</p> <p>BG added that if we could get the Agriculture and Environment sides together, we could say this is what works. We are looking for information. We know that setbacks work, but what does that mean. What does that look like. BMPs are in a guide that was created for the community.</p> <p>Demonstrate an example of sustainable practices through the landowner agreement with Halifax Water by creating a White Paper that CDG suggested at the last meeting. This topic also ties in with the EHJV program.</p> <p>BG will approach Dr. Rob Jamieson, a water quality researcher based at Dalhousie University who has led a number of research projects for Halifax Water, about getting a student to take on the project of creating a white paper.</p> <p>AM asked what the purpose of a White Paper is. CDH explained that they are usually used to support a policy position. They are also used to challenge a position. It is evidenced-based and receives higher acclaim when associated with a sector or a university.</p>	
Decision:	<p>BG will approach Dr. Rob Jamieson, a water quality researcher based at Dalhousie University who has led a number of research projects for Halifax Water, about getting a student to take on the project of creating a white paper on this topic.</p>	
Action Items	Person Responsible	Deadline
BG will ask Rob Jamieson about asking a student to create a white paper on the partnership between the agriculture sector and Halifax Water.	BG	Before next meeting
j. Adopt-a-Stream Program has 1 billion Trees to plant		



Discussion:	<p>HP said he will follow up with Adopt-a-Stream on the trees to plant. If members have ideas on where to plant, please let HP know.</p> <p>MS is concerned about Ditch brook and the impacts heavy rainfalls are having on it from the bank above the bridge. It is taking soil away. The topsoil along the road is washing out and dumped back into Ditch Brook.</p> <p>We want that bank built up to stop losing soil. It is part of Lindsay Brook. There may be another opportunity to do some restoration there if it is in the watershed.</p> <p>MS added that his grandfather made Ditch brook.</p> <p>BG asked to discuss this conversation further offline and after more investigation.</p>	
Decision:	Discuss further about Ditch Brook needs offline and after more investigation.	
Action Items	Person Responsible	Deadline
HP will follow up with A-a-S regarding the trees to plant and is looking for ideas on locations from members.	HP/All	As required.
Discuss further about Ditch Brook needs offline and after more investigation.	BG/MS	Before next meeting

#### 4. New Business

##### a. Source Water Protection Report – Middle Musquodoboit Excerpt

Discussion:	<p>BG explained the format of the Source Water Protection Plan Report – the first 19 pages is the general report and the remainder is specific to the Mid. Musqu. Watershed.</p> <p>The nitrogen graph is perpetually included in each report to illustrate the nitrate levels around the Middle Musquodoboit drinking water supply in-bank filtration intake.</p> <p>Originally, there was a verbal agreement between Halifax Water and the farmer who agreed to no longer put corn – a high nitrogen feeder – in the ground next to the intake. This helped to decrease the nitrogen levels for about 6 years. However, after a jump in the nitrogen occurred, due to heavy rain events and the farmer resuming practices including planting corn, a formal agreement between Halifax Water and the landowner was struck to work toward keeping nitrate levels from approaching levels that put water quality at greater risk and to help Halifax Water avoid an expensive plant upgrade.</p> <p>There have been no nitrogen spikes since 2017 despite heavy rain events.</p> <p>BG asked the members to review the report and provide comments by March 9.</p>	
Decision:	Members to review the SWPP report and provide comments by March 9.	
Action Items	Person Responsible	Deadline
Review SWPP report and provide comments.	BG	by March 9/22

##### b. Source Water Protection Plan Update

Discussion:	<p>AM initiated explanation of the process of creating the SWPP. While bringing up a map of the watershed area’s subwatersheds, BG added that the SWPP is an NSECC requirement of a municipal water utility, which identifies the characteristics of the</p>	
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	<p>watershed area, the risks to the water supply, how those risks are managed and the monitoring processes.</p> <p>AM showed where the subwatershed areas are in the watershed area and how the water flows. AM asked for input from the Committee about whether we should have intake protection zones and if so what/where the risk zones should be and how to prioritize them.</p> <p>BG advised that we first need to identify water quality levels and to ascertain the response time in an emergency. AM added that this gives us a sense of what we are striving for in this plan. AM and BG will discuss internally some scenarios.</p> <p>AM asked whether there were any ideas or concerns the members have that AM should watch out for that may not be immediately obvious. BG gave an example: Do we prioritize efforts to improve water quality coming out of a subwatershed area, where agriculture is a predominant activity?</p> <p>HP asked whether certain species of fish have an impact on water quality.</p> <p>BG replied no, unless steps are taken to deal with an invasive species of fish; e.g., using a poison to kill a species of fish in the watershed.</p> <p>KT asked whether there were potential issues we should talk about. For example, regarding pH, does the limestone quarry produce runoff that creates a risk to water supply treatment? BG explained that we have a sample point in that area, for that reason. That was identified initially as a risk. But we didn't understand the risk. pH is really good there.</p> <p>KT advised that an increase in alkalinity could have an impact on water treatment. BG replied that we could look at that. Maybe that's where some of the impact could be coming from.</p> <p>HP asked how beaver fever could impact the water. There are all kinds of beavers there. BG replied that our treatment plants take care of giardia (beaver fever) and other water borne organisms that can cause health concerns.</p> <p>KT asked how a "red zone" created in the watershed area would affect residents. AM replied that a "red zone" area is essentially one that requires increased attention. That is, while what goes on in a "red zone" area needs closer attention, nothing that exists there now would be undone, nor would any new activities that adhere to existing bylaws and regulations be prohibited. AM provided an example of the Aerotech Highway that is being built through the Collin's Park Watershed Area "red zone", whereby the consultants asked for the details provided in the Source Water Protection Plan (outlined in the first paragraph above) and took the applicable recommendations into consideration in their planning processes. The highway is still progressing.</p>	
Decision:	If anyone has anything they would like to see addressed in the SWPP please let AM know.	
Action Items	Person Responsible	Deadline
If anyone has anything they would like to see addressed in the SWPP please let AM know.	All	Before next meeting

**5. Landowner Questions**

Discussion:	Nothing to report
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## 6. Municipal Updates

Discussion:	<p>AF advised that a new development permit in the Dean area for a single unit dwelling new home construction has been submitted to HRM, received today. The development permit has been approved but not the construction permit yet. It is in the public realm and may be shared with the Committee.</p> <p>BG said he would forward that to the Committee for their review.</p> <p>AF advised that in all cases we want to keep the Committee informed of any development within the watershed to ensure there are no concerns about water quality or impact on abutting watercourses. Some involve replacement of agriculture buildings. We keep an eye on those because of water quality concerns.</p> <p>BG asked whether Halifax Water could inform HRM about any concerns in the watershed to relay to the developer that they are in a watershed and who to call if there is an emergency spill or the like.</p> <p>AF replied that while HRM keeps Halifax Water informed, once the information is in Halifax Water's hands, it is up to it on how to proceed to address any concerns with the developer about any implications to the source water supply. We do inform them about riparian buffers (per the land use bylaw) but we do not inform them about watershed protection best management practices during construction, for example. Any information sharing has to be directly between Halifax Water and the developer. Our process is set by the Halifax Charter and the Land Use Bylaw.</p> <p>AF added that HRM does not have the authority to do the work of outside agencies. When applications come into Halifax Water, any comments provided are for information purposes only, with regard to watershed protection. It's the same practice as it is for subdivisions; the comments are passed on from Halifax Water to the applicant to do with as they wish, unless there is a potential violation of a regulation. Some land use bylaws say that the advisory board shall provide recommendations. However, it is just a recommendation unless there are violations to regulations.</p> <p>Not all land use bylaws state that an applicable advisory committee can provide advice. For those that do, it's the protected water supply areas that have this; i.e., Pockwock, Lake Major and Bennery. Collin's Park falls in the same category as Middle Musquodoboit, which are not protected areas under provincial legislation. [Note: <i>There is policy (P-48) around an advisory committee (no longer active, but nevertheless sets a precedent) that has been recognized by Council in the District 14/17 MPS to whom developments and subdivision which could affect water quality, within 300 metres of all lakes or streams in the Shubenacadie System were referred for comment.</i>]</p> <p>AF added that HRM does not have the authority to take Halifax Water's recommendations and apply them unless it is a law that must be applied.</p> <p>AM added that the Collin's Park Watershed Advisory Committee makes recommendations to add to the Halifax Water Engineering department comments on the applications that are sent back to HRM and the developer.</p>
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	<p>BG asked which planning and development officer looks after the Middle Musquodoboit area. AF replied that planners do not have a specific area. The best person to contact about all development applications is Ashley Blissett. She is the development engineering manager.</p> <p>AF added that HRM are going to reach out to get a map overlay from Halifax Water of all the water supply areas.</p> <p>AF added as well that the regional planning group is doing a bylaw consolidation of urban, suburban and rural bylaws that may result in fewer bylaws instead of the now 23. Not sure of the timeline; however, there is money suggested in the budget associated with that work. That would be a great opportunity to put in pointers to refer to advisory boards/committees in a development permit. If AF is still around for that process, he will push that that be included. It is currently among the list of recommendations to Council. The Centre Plan came first in the Regional Plan Review. The bylaw consolidation/simplification is slowly moving forward now. 1950 was the 1<sup>st</sup> land use bylaw. It has not been equally applied in 70 plus years.</p> <p>CDG added it is not allocated yet.</p> <p>AF added that the <a href="#">Regional Plan review</a> that is ongoing now would be a good opportunity for this and other committees/board to speak out and put in concerns and amendments about the work that this committee does.</p> <p>AM added that Halifax Water is paying attention to this process and are making additions where we can while the Regional Plan is under review.</p>	
Decision:	BG will send the application around to the Committee.	
Action Items	Person Responsible	Deadline
Circulate the development application to the Committee.	BG	ASAP

7. Election of Officers	
Discussion:	<p>BG discussed the mechanics of the committee.</p> <p>BG suggested that we either leave the Chair position as is or leave it vacant until we get the other two members.</p> <p>AM advised that the Chair position must be filled by a community member, according to the ToR.</p> <p>HP indicated that he is not interested in being the Chair person at this time.</p> <p>MS has not been approached yet.</p> <p>CDG suggested a rotating chair position.</p> <p>KT is interested in stepping up as Chair. But needs to be mindful of not wearing the Halifax Water hat. KT also suggested co-chairs.</p> <p>AM advised that rotating or co-chairs would involve changing the ToR.</p> <p>BG and AM advised that for those considering the Chair position, most of the leg work is conducted by the watershed team at Halifax Water. For example, any letters from</p>

	<p>the Chair could be crafted by anyone on the Committee and then vetted for accuracy before it is signed by the Chair.</p> <p>BG suggested allowing time for the members to consider the position. Rotating Chair position or co-chair or as is (one chair person). 2 meetings per year for two years.</p> <p>AM suggested sending out what a chair person does for people to review and consider. The chair is not to do a lot of the talking. Their role is typically to keep the meeting on track and to facilitate keeping all members engaged.</p> <p>MS and KT are interested in considering the position and KT prefers being a co-chair. BG will look at the ToR and open them up and add the co-chair position.</p>	
Decision:	<p>Leave it with the members to consider; open the ToR regarding how we are going to identify the members and having a co-chair or rotating chair position.</p> <p>Circulate the roles of the Chair person for the members to consider.</p>	
Action Items	Person Responsible	Deadline
Circulate the Terms of Reference for consideration of the Chair position and with regard to Agenda Item 4.c.	AM	As opportunities arise

<b>8. Next Meeting: Wednesday, November 9, 2022 at 6:30 at Musquodoboit Valley Bicentennial Theatre and Cultural Centre and virtually via Microsoft Teams.</b>	
Discussion:	HP and MS prefer in-person meetings.

<b>9. Adjournment of meeting at 9:00 pm.</b>	
Motion to adjourn.	KT

Minutes Recorded by:

Anna McCarron, Secretary of Middle Musquodoboit Watershed Advisory Committee