

***BENNERY LAKE WATERSHED
MANAGEMENT COMMITTEE
TERMS OF REFERENCE***

Mandate:

These Terms of Reference shall serve to constitute the Bennery Lake Watershed Management Committee as an advisory group to the Halifax Regional Water Commission (Halifax Water), the Province of Nova Scotia, and the stakeholders in management of the Bennery Lake Watershed.

General:

1. The Committee will review and make recommendations in a timely manner, to the Minister of Environment and Climate Change and Halifax Water on all activities or policy issues affecting water quality protection, flows, levels, storm water, development and resource management in the Bennery Lake Watershed Protected Water Area, as requested by Halifax Water, the Province of Nova Scotia, and stakeholders in the area.
2. The Committee may, from time to time, request individuals or groups to make representation to the Committee on matters affecting the watershed.
3. The Committee will review and comment on water quality and monitoring programs and other studies related to the watershed. All water quality information available from member agencies shall be made available to the Committee.
4. The Committee will maintain liaison with government agencies not represented on the Committee with regard to matters affecting the watershed.
5. The Committee will develop information and education programs about watershed management and protection for local residents, landowners and other users of watershed lands.
6. Committee members acknowledge and agree to uphold and protect the confidentiality of information received through the Committee and to limit the disclosure of non-confidential information to such individuals as is necessary to assist the Committee in effectively carrying out its mandate.

Designation of Watershed as "Protected Water Area"

7. Under the *Environment Act*, the province has designated a large portion of the Bennery Lake Watershed as a *Protected Water Area*. The *Protected Water Area* is described and regulated under the *Bennery Lake Watershed Protected Area Designation and Regulations*.
8. Watershed protection regulations for the *Bennery Lake Watershed Protected Water Area* have been approved by the Minister of the Environment pursuant to the designation.

9. The Committee will provide advice and recommendations to the Waterworks Operator who is responsible to ensure that terms and responsibilities related to the designated *Bennery Lake Watershed Protected Water Area* and regulations will be followed.

Membership and Meetings:

10. The Committee shall be comprised of representatives from:
- (1) HRM Planning and Development Services
 - (2) Halifax Water
 - (1) General Public – District 2
 - (1) Bennery Lake Watershed Private Landowner
 - (2) Nova Scotia Environment (non-voting)
11. All members will serve for a two-year term. Subsequent appointments or re-appointments to the Committee shall be a term of two (2) years.
12. Upon expiration of terms, for members representing identifiable groups or organizations, that member will be asked by the Committee to have their organization nominate a member for the subsequent term. Where that is not possible, Halifax Water will contact the organization to request an appointment. For members not representing an identifiable organization; Halifax Water will write all landowners in the area of interest affected by the Bennery Lake Watershed, seeking volunteers for the Committee. If new volunteers come forward, the Committee will seek membership through a balloting process.
13. The Bennery Lake Private Landowner Representative must own greater than or equal to 25 acres of land, in whole or in part within the Bennery Lake Watershed.
14. The Chair and Vice-Chair of the Committee shall be appointed by the membership at the meeting closest to April 1st.
15. Bodies appointing representatives may send an alternate. Alternates may attend all meetings as observers and may vote when the appointed representative is absent.
16. Administrative support shall be provided by Halifax Water.
17. The Committee shall endeavor to conduct business by consensus. Should voting be necessary, all motions will require support from a majority of the members present. Three voting members will constitute a quorum, which must include at least one voting member of either the General Public District 2 or Bennery Lake Watershed Private Landowner. In the event there is not a quorum, an Information Meeting will be held. Meeting notes will be taken for record purposes and made available at regularly scheduled meetings.
18. The Committee shall meet as necessary, but no less than two times a year, generally in the spring and the fall. Meetings shall be held in-person and/or virtually.

19. The Committee shall be empowered to amend its Terms of Reference by motion, with the approval of the Waterworks Operator.
20. The Committee shall prepare an annual report of its activities to be distributed to all bodies represented on the Committee, and to other interested parties.
21. The Chair shall act as spokesperson.

Committee Review Process:

22. The Committee will review and forward recommendations to the Waterworks Operator for approval within thirty (30) days following receipt of all submissions and requests pertaining to changes in land use activities within the Bennery Lake Watershed Protected Water Area, and as defined in the Protected Water Area regulations.

Land Development:

23. HRM Planning and Development Services will circulate to the Committee proposed Concept and Tentative plans at the same time as other municipal and provincial reviews. Committee reviews and recommendations will be integrated with the HRM development approval process.

Revised: March 20, 2024