

**THAMES RIVER CLEAR WATER REVIVAL
STEERING COMMITTEE MEETING
MONDAY NOVEMBER 21, 2011 (1PM – 3PM)**

MEETING NOTES

ATTENDEES:

UTRCA: Chris Harrington
OMAFRA: Dan Carlow
(via phone)
OMNR: Dave Richards
Walpole Isl. FN: Dr. Dean Jacobs
MOE: Ian Kerr
MOE: Mary Ellen Scanlon
(via phone)
City of London: Pat Donnelly
UTRCA : Tara Tchir
MOE: Ted Briggs
City of London: Tom Copeland

REGRETS:

LTVCA
EC
SFNS rep
Chippewa of the Thames FN:
Chatham-Kent

The meeting followed the draft agenda that was circulated by email prior to the meeting.

1. Review of summary notes from April 28, 2011 meeting (handout).

- Members were asked to double check the list of meeting attendees to ensure accuracy.

2. Business out of the minutes (past action items)

a. Representation

- Recognition that engaging all the various First Nation communities is still a challenge for this project.
- OMAFRA is now on the committee (Dan Carlow)
- Need to invite / include some of the larger municipalities (e.g. Woodstock, Stratford) on the steering committee, if they are interested
- Need to advertise project initiative via a travelling road show style presentation to municipalities

b. Project Name / Branding

- It was confirmed to keep brand of “Clear Water Revival” and “Jeremiah” and to add taglines that describe which of the projects we are actually doing in the next few years.
- Clear Water Revival is the overarching brand, and could be interpreted to mean representing “clear” direction as well as the image of improved water quality being “clear” (although not accurate in reality)
- Tara will collect tag line ideas from steering committee members and use communications specialists to develop some options
- It was agreed to refer to this Core Group as the Steering Committee to ensure the role of the committee is evident. The Core Group title will no longer be used.

3. Update on project progress

a. Project Charter

- Tara handed out a draft Table of Contents to the team
- Mary Ellen Scanlon has provided comments on the draft Charter. Tara to incorporate. Rest of the group will review Table of Contents and respond to Tara with comments
- Group discussed the importance of ensuring Charter sign-off is done by the appropriate representative who can commit to the obligations set out in the Charter for each organization
- Group discussed that there will likely be a terms of reference for each of the subsequent working groups and related projects

b. Complimentary Projects / Initiatives

- A preliminary list of complimentary projects was handed out (Appendix E).
- Numerous projects were mentioned, which Tara will incorporate into the list.
- Tara will send updated list to members to add any additional projects.

c. Funding Sources / Partners

- Currently , UTRCA, MOE and City of London are all funding partners and it is expected that EC will also be supporting this initiative in 2012
- Waiting for new provincial minister of the environment (Jim Bradely) to be briefed on Showcasing Water Innovation Fund as our application remains in limbo at this time.
- City of London Water and Wastewater budgets being brought forward (\$30K each year for five years) – Note: this budget was approved for 2012
- MOE provide \$50K last year, has \$30K this year
- Potential for COA money for Thames River in 2012
- Will include in-kind contributions in charter so people know “true” cost of these initiatives
- Other possibilities for funding include RBC Blue Water Fund, Trillium, London Community Foundation, and other family foundations
- Committee agreed that funds must match the level of effort required to apply and to deliver products

d. First Nation Discussion

- Dean Jacobs reiterated that First Nations seeks to integrate with the project so as to be considered as providing added-value
- Capacity issues are key for FN communities and an example from northern Ontario (Albany FN) where they have hired an “aboriginal watershed program coordinator using funding from various sources (refer to website: <http://www.nationtalk.ca/modules/news/article.php?storyid=48164>)
- Tara to meet First Nations liaisons (including MOE, MNR, and Source Water) to investigate ways of communicating and integrating with First Nation communities
- Tara to be introduced to Southern First Nations Secretariat

- Still need to decide on the type of First Nations consultation process for project
- Dr. Jacobs will send report on Ontario Roundtable on the Economy and the Environment Model to Tara
- MOE Sarnia office is hosting a workshop in January for FN communities to meet the new District Manager. We may be able to attend to assist with communications with these communities
- Federal Dept of Aboriginal Affairs has funding for FN capacity building with up to \$50K for special projects – apply online.

e. Municipal Presentations

- Tara is available to present to municipalities with committee members the key objectives developed from the charettes (Handout – Appendix D). Goal is to bring awareness of project initiative and seek representation on steering committee from larger municipalities

f. Project Coordinator

- Tara Tchir has been hired by the Clear Water Revival initiative until April to develop the Charter and some of the components needed to implement the Charter.
- Tara is based out of both the UTRCA and the City of London offices, but is acting on behalf of the steering committee
- Tara’s contact info is: 1424 CLARKE ROAD, LONDON ONTARIO
EMAIL: tchirt@thamesriver.on.ca
PRIMARY PHONE: 519-451-2800 (x 261)
SECONDARY PHONE: 519-661-2500 (x 7363)
- Tara’s main tasks are to develop the charter (including work plan, governance model, objectives and stakeholder analysis) as well as organize and help the with the various committee meetings. Tara will also be taking over the administrative role (calling meetings, taking notes, point of contact, etc.)
- The committee needs to decide if there will be a Steering Committee chair, and how that position will work (e.g. duties of the chairperson will rotate, length of term.)

4. Next Steps

a. Communication

- Tara presented some options to assist the Steering Committee with communication (Google Docs, Google Sites, and Survey Monkey).
- The committee will look into these options and brainstorm other ideas.

5. Next Meeting

- Tara to set up the next Steering Committee meeting date sometime in mid-January, 2012
- MNR (Dave Richards) will investigate locations in Chatham-Kent (possibly the MNR office or LTVCA office)

- Tara will investigate contacts with other possible stakeholders including agricultural organizations (OFA) and Friends of.... Groups (e.g. NOAH and/or Thames Canadian Heritage River)
- An agenda will be prepared one week prior to the next meeting

6. Summary of Action Items

ITEM	PERSON RESPONSIBLE	DUE DATE	COMPLETION DATE
Brainstorm Tag Lines	- Committee members to brainstorm ideas and present to Tara	Dec 5, 2011	
Finalize Tag Lines	- Tara to engage communications specialists with committee ideas	Dec 12, 2011	
Review Table Of Contents	- Committee members to review - Tara will incorporate and send out a draft for comments	Dec 5, 2011	
Draft Table of Contents	- Tara will send some surveys out to help draft Table of Contents	Dec 19, 2011	
Complimentary Projects	- Tara to send out list and committee to review and supply information	Dec 5, 2011	
Funding Sources	- Tara to look into other funding sources to determine which are worth chasing	Dec 19, 2011	
First Nations Liaisons	- Tara to coordinate with MNR and MOE to meet with their First Nations liaisons - Also seek contact with Source Water Protection Liaison Dericaka Snake	January 9, 2011	
SFNS Meeting	- City of London to coordinate with SFNS in Bothwell to meet Tara	Before next committee meeting	
Roundtable Model	- Dr. Jacobs will send information to Tara	Dec 5, 2011	
MOE Workshop	- MOE and Dr. Dean Jacobs to send more information to Tara	Dec 5, 2011	
Municipal Presentations	- Tara to set up dates and presentation - Committee members to attend	Before next committee meeting	
Steering Committee Meetings	- Committee to decide how it wants to run future meetings (e.g. rotating chair?)	Dec 5, 2011	
Communication	- Committee to consider feasibility of communication options and brainstorm other ideas	Dec 5, 2011	
Other Stakeholders	- Tara to send out stakeholder list and committee will brainstorm other stakeholders - Tara will make initial contact with new stakeholders	Dec 19, 2011	
Next Meeting	- Tara will set up survey for possible meeting in January. MNR will secure a location	Dec 5, 2011	