

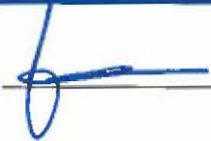
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**TITLE:** North Tyndal Wellfield Advisory Committee Policy  
**SECTION:** Engineering and Public Works Services  
**POLICY NO:** 31700-05

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**APPROVAL DATE:** March 27, 2023

**CAO Signature:** \_\_\_\_\_



1. **ADVISORY COMMITTEE**

There shall be a Committee which shall consist of six members appointed in the manner hereinafter set out and which shall be known as the "North Tyndal Wellfield Advisory Committee"

2. **DEFINITIONS**

- (a) "Committee" means the North Tyndal Wellfield Advisory Committee;
- (b) "County Council" means the Council of the Municipality of the County of Cumberland;
- (c) "Town Council" means the Council of the Town of Amherst.

3. **MEMBERSHIP SHALL CONSIST OF**

- (a) Two members of the Town Council appointed by resolution of Town Council;
- (b) Two members of the County Council appointed by resolution of County Council;
- (c) Two members of the public, one appointed by each Council by resolution, and preferably residents or landowners in the water recharge area;
- (d) Resources shall include staff from the Town of Amherst, the Municipality of the County of Cumberland and Provincial Departments as required.

4. **TERMS OF MEMBERSHIP**

- (a) Members shall serve for a term of one year, with appointments being made annually in March. . All members shall be eligible to be reappointed.
- (b) When a member of the Committee ceases to be a member of a Council, his or her term on the Committee will be terminated.

5. **QUORUM**

Three members of the Committee will constitute a quorum.

6. **CHAIR**

At the first meeting of the Committee held each fiscal year, a Chair and a Vice-Chair shall be elected from among the members who shall hold office until their successors are elected.

7. **THE ROLE OF THE NORTH TYNDAL WELLFIELD ADVISORY COMMITTEE SHALL BE:**

- (a) To advise the Councils on policy issues to do with the protection of the groundwater quality.

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- (b) To advise the Water Utility on operating policy issues as contained in the Groundwater Protection Strategy and Management Plan.
- (c) To ensure effective integration of current and proposed provincial government legislation through representation by staff from provincial departments.
- (d) To update the current Groundwater Protection Plan.

**8. THE ROLE OF THE AMHERST WATER UTILITY SHALL INCLUDE:**

- (a) Acting as the operating arm for the North Tyndal Wellfield including execution of all management functions;
- (b) Providing funding for the work of this Committee in the protected water area.

**9. MEETINGS**

Meetings of the Committee shall be held as required, at least once in every fiscal year. The Director of Operations in consultation with the Chair may convene a meeting of the Committee at any time provided seven days advance written notice is given.

**ROLES AND RESPONSIBILITIES**

Title/Role	Responsibilities
Director of Operations	Shall, in consultation with the Chair and Clerk, schedule meetings as required.
Clerk	Advertise annually for a citizen appointment,
Council	Appoint a member annually, and review the policy as required.

For Administrative Use Only:

**VERSION LOG**

Amendment Description	Policy Owner	Approved By	Approval Date
Title / Annual meeting requirement Changes	Clerk, LeBlanc	Council	March 27, 2023

Minutes reference date: 26 May 2014