

THE CATARAQUI REGION CONSERVATION AUTHORITY
CATARAQUI SOURCE PROTECTION AUTHORITY MEETING MINUTES (CSPA)

MAY 28, 2008

BOARD ROOM, AUTHORITY OFFICE

Present: Robert Morrison, Chair, Colin Boag, John Bonser, Carl Bresee, Geri Dickson, Rick Dunn, Steve Garrison, David Hahn, Vice-Chair, Allan McPhail, Rob Matheson, Lisa Osanic, Gary Osborne, Ron Pollard, Jane Topping

Regrets: Ron Cross, Matt Feine, Dorothy Hector, Bill Pierson

Staff Present: Steve Knechtel, General Manager/Secretary-Treasurer; Holly Evans, Water Quality Specialist, SWP; Donna Campbell, Administrative Assistant

Guests: John Williamson, Chair, Source Protection Committee; Stewart Fyfe, Director, Cataraqui Region Conservation Foundation; Steve Blakely, Consultant to Leeds and the Thousand Islands

The meeting commenced at 7:00 P.M., Bob Morrison, Chair, welcomed everyone to the Source Protection Authority meeting.

1) Roll Call and Mileage

There were 14 members present.

2) Approval of Agenda

The Chair advised of an addition to the agenda under Business/Reports 6. b. iv. *Comments on Terms of Reference*.

Moved by: Carl Bresee
Seconded by: Rob Matheson

THAT the Cataraqui Source Protection Authority members approval the meeting agenda as amended.

Carried

3) Declarations of Conflict of Interest

There were none.

4) Approval of February 27, 2008 Minutes

Moved by: David Hahn
Seconded by: Jane Topping

THAT the minutes of the February 27, 2008 meeting of the Cataraqui Source Protection Authority be approved as circulated.

Carried

5) Correspondence

- a) Letter to the Cataraqui Region Conservation Authority from the Ontario Ministry of the Environment received March 2008 regarding source protection technical studies funding

Steve Knechtel, General Manager/Secretary-Treasurer, informed members that a grant in the amount of \$624,000 was authorized to be received by the Cataraqui Region Conservation Authority (CRCA). He noted that this money is to be used over the next few years for technical work to assist with the development of Assessment Reports and Source Protection Plans. The approved funding should be transferred to the CRCA by June 30, 2008, at which time the Ministry of the Environment will also provide details on reporting requirements and other accountability related requirements.

6) Business/Reports

- a) Report on Cataraqui Source Protection Committee Activities

A report from John C. Williamson, Source Protection Committee Chair, was circulated at the meeting.

Resolution: CSPA 005-08
Moved by: Rick Dunn
Seconded by: Jane Topping

THAT the Cataraqui Source Protection Authority receive the report of the Chair of the Cataraqui Source Protection Committee, dated May 2008.

Carried

- b) Terms of Reference for Drinking Water Source Protection

- i) Status of 2008/09 Business Plan Request by the Cataraqui Region Conservation Authority

Steve Knechtel, General Manager/Secretary-Treasurer presented a report from Rob McRae, Project Manager, Source Water Protection. An endorsement from the Cataraqui Source Protection Authority (SPA) regarding the proposed expenditure of provincial funds for technical studies (as presented under correspondence earlier) that support the drinking water source protection initiative was sought.

Resolution: CSPA-006-08
Moved by: Steve Garrison
Seconded by: John Bonser

THAT the Cataraqui Source Protection Authority endorse the *Proposal for Cataraqui Source Protection Technical Studies, 2008-2012* report (dated May 21, 2008), with the understanding that all of the technical studies are subject to approval by the Ontario Ministry of the Environment;

AND THAT a letter be sent to the Ministry on behalf of the Cataraqui Source Protection Authority to express appreciation for the technical study funds.

Carried

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- ii) Presentation by Holly Evans, Water Quality Specialist – *Cataraqi Terms of Reference Update – Source Protection Authority May 28, 2008*

Due to technical difficulties, hard copies of the presentation were distributed for members to share. Holly Evans, Water Quality Specialist, SWP, presented on behalf of Rob McRae, Project Manager, SWP. Presentation topics on the Terms of Reference (ToR) were Process and Timeline, Status and Generalized comments. Members were informed that all activities associated with the content and process for the ToR is in full compliance with Ontario Regulation 287/07 made under the *Ontario Clean Water Act, 2006*. Holly informed members that the SPC had consulted with the public via, open houses, generating useful feedback from those who attended.

- iii) Report from the Source Protection Authority – Committee Liaison, Allan McPhail

Allan McPhail, Source Protection Authority (SPA)/Committee Liaison provided members with an update, stating that there have been many accomplishments in the past three months since the February SPA meeting. His observation from attending the open houses was that there are no major issues with the ToR. His comments on the Terms of Reference Committee, ease of using e-mail and constructive debate at the table were expressed, noting that things are going remarkably well even though there are many interesting issues.

- iv) Comments on Terms of Reference – *(for Drinking Water Source Protection Cataraqi Source Protection Area, April 24, 2008)*

A copy of the draft Terms of Reference for Drinking Water Source Protection was circulated with the Agenda together with the report of Rob McRae, reminding members of the SPA responsibilities about the Terms of Reference. The Chair asked for comments on the draft Terms of Reference.

A question was posed on how the CSPA will monitor if progress is “on time and on budget” (Section 2.2.2). The General Manager indicated that there will be annual business plans, which will be reflective of accomplishments and targets. Members also expressed interest for information on the situation during the work period. Steve advised that the DWSP budget is part of the Conservation Authority’s budget, and progress is included in the monthly statements of expenses and revenues. It was suggested that a “budget/progress watch” be a component of the SPC Chair’s regular reports. The SPC Chair suggested it would likely be more appropriate for this to be part of the SPC-SPA Liaison’s report, as the SPC does the work with funds and staff team via the CRCA/SPA. The SPA Chair noted close and sometimes confusing responsibilities between the SPC, SPA and CRCA.

Another question related to Appendix E-5, and whether funds for the Cataraqi SPA were included. The General Manager advised that table sections and eligible items were in accordance with guidelines, and funding for the CSPA was incorporated into the budget estimates.

7) Announcements or Inquiries

Steve Knechtel, General Manager/Treasurer-Secretary gave a brief explanation of the following items which were circulated to members:

- a) *Source Protection Program 2007-2008* information package was distributed to members. These packages were handed out at the recent Source Water Protection open houses.
- b) A recently distributed Cat Tales newsletter had a large focus on Source Protection. John Williamson congratulated all for an excellent job.
- c) CRCA Items:
 - i) Cataraqui Trail Management Board hosting a golf fundraiser at Lombardy Golf Club, Saturday, May 31, 2008
 - ii) RBC poster announcing *RGC Gates Open* Sunday, June 8th, 2008 at Gould Lake Conservation Area, Sydenham, Ontario.
 - iii) Biennial Tour 2008 – reminder that registration is required by mid-June for those interested in attending.

8) Motions/Notice of Motions

There were none.

9) Next Meeting

The next meeting for the Cataraqui Source Protection Authority is scheduled for September 24, 2008.

10) Adjournment

The Meeting adjourned at 8:12 P.M. on a motion by Rob Matheson, seconded by Colin Boag.

Steve Knechtel
General Manager/Secretary-Treasurer

Robert Morrison
Chair