

THE CATARAQUI SOURCE PROTECTION AUTHORITY

MEETING MINUTES

SEPTEMBER 26, 2007

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Present: Bob Morrison, Chair; David Hahn, Vice-Chair; Colin Boag, John Bonser, Carl Bresee, Geri Dickson, Rick Dunn, Matt Fiene, Steve Garrison, Dorothy Hector, Rob Matheson, Allan McPhail, Lisa Osanic, Jane Topping

Regrets: Matt Charlebois, Ron Cross, Bill Pierson, Ron Pollard

Staff Present: Steve Knechtel, General Manager/Secretary-Treasurer; Rob McRae, Project Manager, Source Water Protection; Mara Shaw, Watershed Management Coordinator; Cheryl Rider, Finance and Administration Coordinator; Rob Gerritsen, Conservation Lands Coordinator; Patricia Hudson Mills, Recording Secretary

Guest: John Williamson, Source Protection Committee Chair

**1. Roll Call and Mileage**

There were 14 members present.

**2. Approval of Agenda**

There were no revisions to the agenda.

Moved by David Hahn  
Seconded by Dorothy Hector

THAT the agenda be approved as circulated.

Carried.

Chair Morrison introduced Mr. John Williamson as the Chair of the Cataraqui Source Protection Committee. Mr. Williamson was appointed by the Ontario Minister of the Environment to this new position in August 2007. Chair Morrison suggested to the members that Mr. Williamson be invited to provide comments during meetings of the Cataraqui Source Protection Authority, and there was consensus that this would be appropriate. Mr. Williamson briefly addressed the members and indicated that he is looking forward to working with the Source Protection Authority on drinking water source protection.

**3. Declarations of Conflict of Interest**

There were none.

4. **Minutes of July 25 and August 22, 2007 Meetings**

Moved by Colin Boag  
Seconded by Rob Matheson

THAT the minutes of the Cataraqui Source Protection Authority meeting held on July 25, 2007, be approved as circulated.

Carried.

Moved by Rick Dunn  
Seconded by Allan McPhail

THAT the minutes of the Cataraqui Source Protection Authority meeting held on August 22, 2007, be approved as circulated.

Carried.

5. **Correspondence**

There was none.

6. **Business/Reports**

(a) **Designation of a Liaison to the Cataraqui Source Protection Committee**

The Project Manager, Rob McRae, advised that the Cataraqui Source Protection Authority and the Cataraqui Source Protection Committee are two distinct bodies and that there needs to be a link between the two. The Source Protection Committee is expected to meet monthly until the Terms of Reference are approved, at which time, meetings will be at the call of the Chair. The Committee is expected to be in place until the end of 2010. Members were asked to advise if they were interested in acting as the liaison between the two bodies and Allan McPhail advised that he would be and Carl Bresee advised that he would agree to let his name stand as the alternate.

**Resolution CSPA 14-07**

Moved by Dorothy Hector  
Seconded by David Hahn

WHEREAS under Ontario Regulation 288/07 the Cataraqui Source Protection Authority is entitled to designate a liaison person to participate in the discussion at each meeting of the Cataraqui Source Protection Committee;

THEREFORE BE IT RESOLVED THAT the Cataraqui Source Protection Authority (CSPA) hereby designates Allan McPhail and Carl Bresee as delegate and alternate, respectively, to represent the CSPA at the meetings of the Cataraqui Source Protection Committee until the end of 2010.

Carried.

**Reports Cont....**

**(b) Source Protection Authority Per Diem and Mileage**

The Project Manager advised that members of the Cataraqui Source Protection Authority (CSPA) in accordance with provincial guidelines are not eligible to receive a per diem or mileage for those CSPA meetings that are held consecutively with a Cataraqui Region Conservation Authority (CRCA) Full Authority meeting.

Members are entitled to receive a per diem for stand alone meetings.

There was considerable discussion regarding this and members asked the Project Manager to inquire if it would be possible to have this changed as they felt that their time was valuable regardless of when the meeting was held.

Staff were directed to contact the Ontario government and request that members *also* be declared eligible to receive a per diem for those Cataraqui Source Protection Authority meetings that are held on the same occasion as a CRCA Full Authority meeting. The rationale for this request is that CRCA Full Authority members do not receive a per diem for CRCA meetings, such that there could be no instance in which two per diems were claimed for back-to-back meetings.

The following motion was put forward at this time.

**Resolution CSPA 15-07**

Moved by Jane Topping

Seconded by Dorothy Hector

WHEREAS the members of the Cataraqui Source Protection Authority (CSPA) are eligible to receive a per diem and to be reimbursed for mileage expenses for those CSPA meetings that are held on a different occasion than a CRCA Full Authority Board meeting;

AND WHEREAS the above costs are to be paid for using provincial funds for drinking water source protection activities;

THEREFORE BE IT RESOLVED THAT the Cataraqui Source Protection Authority (CSPA) set the remuneration to the members of the CSPA at a per diem of \$100 for each meeting that does not occur in conjunction with a meeting of the Cataraqui Region Conservation Authority, and \$0.40 per kilometre for mileage expenses to and from such stand-alone CSPA meetings.

Carried.

*Steve Garrison voted against this motion.*

## Reports Cont....

The second part to paying a per diem deals with the liaison person as this person is eligible to receive a per diem and be reimbursed for mileage expenses for attendance at Source Protection Committee meetings. Members agreed that the rate for this person should be the same as other regular members of the SPC. The following motion was put forward.

### Resolution CSPA 16-07

Moved by Lisa Osanic

Seconded by John Bonser

WHEREAS the Cataraqui Source Protection Authority (CSPA) liaison to the Cataraqui Source Protection Committee (SPC) is eligible to receive a per diem and to be reimbursed for mileage expenses for their attendance at SPC meetings;

AND WHEREAS the above costs are to be paid for using provincial funds for drinking water source protection activities;

THEREFORE BE IT RESOLVED THAT the Cataraqui Source Protection Authority (CSPA) set the remuneration to the CSPA liaison to the Cataraqui SPC at rates which are the same as those paid to non-Chair members of the SPC.

Carried.

*Steve Garrison voted against this motion.*

#### (c) **Source Protection Committee Per Diem and Mileage**

The Project Manager provided members with background information regarding per diems for SPC members and reimbursement for mileage expenses. He advised that the Cataraqui Budget for the use of Capacity Building dollars until March 31, 2008 was determined based on an assumed per diem amount of \$100 and a mileage rate of \$0.40 per kilometre. If anything other than this amount were decided upon, the budget would have to be adjusted.

He advised that it would be feasible to pay the \$200 per diem amount during this period (until March 31, 2008) if this decision was made.

After considerable discussion, the following motion was put forward.

**Report Cont....**

**Resolution CSPA 17-07**

Moved by Rick Dunn

Seconded by Dorothy Hector

WHEREAS the Ontario Ministry of Natural Resources has indicated that the members of a source protection committee are to receive a per diem and be reimbursed for mileage expenses;

AND WHEREAS the above costs are to be paid for using provincial funds for drinking water source protection activities;

THEREFORE BE IT RESOLVED THAT the Cataraqui Source Protection Authority set the remuneration for members of the Cataraqui Source Protection Committee (SPC) at a per diem of \$200 for their participation at the SPC and working group meetings, public consultation sessions, and training workshops, and at a rate of \$0.40 per kilometre for mileage expenses to and from those events.

Carried.

**7. Announcement or Inquiries**

- a) The General Manager advised members that notices have been sent out to fill the seats on the Source Protection Committee; people have until October 10th to apply. Municipalities were given until the end of October. A committee will be meeting to review applications and make recommendations for the next meeting.
- b) Rick Dunn inquired about the municipal appointments and the process for appointing members to the SPC. He advised that someone had advised him that there is confusion in the public's mind as there is no place on the form for people to indicate that they wish to be a municipal representative. The Project Manager advised that staff had worked with senior municipal staff to develop a process on the number of positions, but it was up to the municipalities not the SPA to determine municipal appointments.

**8. Motions or Notices of Motion**

There were none.

**9. Next Meeting**

The next meeting of the Cataraqui Source Protection Authority will be a stand-alone meeting held at 7 p.m. on Wednesday, November 7, 2007, in the Board Room of the Administration Office at the Little Cataraqui Creek Conservation Area in Kingston.

**10. Adjournment**

The meeting was adjourned at 8:22 p.m. on a motion by Dorothy Hector, seconded by John Bonser.

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Steve Knechtel  
General Manager/Secretary-Treasurer

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Robert Morrison  
Chair