

**SOURCE PROTECTION AUTHORITY  
ON-LINE VIDEO CONFERENCE  
AND IN-PERSON MEETING  
MINUTES**

**Ball's Falls Centre for Conservation  
Glen Elgin Room  
3292 Sixth Avenue, Jordan, ON**

**Friday, November 18, 2022  
9:30 a.m.**

**NOTE: The archived recorded meeting is available on the NPCA website. The recorded video of the Source Protection Authority meeting is not considered the official record of that meeting. The official record of the Source Protection Authority meeting shall consist solely of the Minutes approved by the Source Protection Authority Board.**

**MEMBERS PRESENT:** R. Foster (Chair)  
S. Beattie  
R. Brady  
B. Clark  
J. Hellinga  
J. Ingrao  
K. Kawall  
B. Mackenzie  
J. Metcalfe  
W. Rapley  
E. Smith  
M. Woodhouse  
B. Wright

**MEMBERS ABSENT:** D. Cridland  
L. Feor  
D. Huson  
R. Shirton  
B. Steele

**STAFF PRESENT:** C. Sharma, CAO / Secretary – Treasurer  
G. Bivol, Clerk  
E. Baldin, Manager, Land Planning

A. Christie, Director, Land Operations  
D. Deluce, Senior Manager, Environmental Planning and Policy  
L. Gagnon, Director, Corporate Services  
R. Hull, Manager, Strategic Business Planning  
L. Lee-Yates, Director, Watershed Management  
T. Proks, Source Water Protection Coordinator

The Chair called the meeting to order at 9:30 a.m..

## 1. APPROVAL OF AGENDA

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Resolution No. SPA-08-2022  
Moved by Board Member Beattie  
Seconded by Board Member Mackenzie

**THAT** the Source Protection Authority agenda dated November 18, 2022 **BE APPROVED.**  
**CARRIED**

## 2. DECLARATIONS OF CONFLICT OF INTEREST

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None declared.

## 3. APPROVAL OF MINUTES

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- a) Approval of the Minutes of the Source Protection Authority meeting dated May 20, 2022

Resolution No. SPA-09-2022  
Moved by Board Member Rapley  
Seconded by Board Member Kawall

**THAT** the minutes of the Source Protection Authority Board meeting dated May 20, 2022 **BE ADOPTED.**

**CARRIED**

## 4. CORRESPONDENCE

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- a) Email dated October 19, 2022 from Kristen Corrigan, Director, Conservation and Source Protection / Ontario Ministry of the Environment, Conservation and Parks RE: Source Protection Committee Chair Reappointments

Resolution No. SPA-10-2022  
Moved by Board Member Smith  
Seconded by Board Member Clark

1. **THAT** the email dated October 19, 2022 from Kristen Corrigan, Director, Conservation and Source Protection / Ontario Ministry of the Environment, Conservation and Parks RE: Source Protection Committee Chair Reappointments **BE RECEIVED.**

2. **AND THAT** the re-appointment of Bill Hodgson as Chair **BE ACKNOWLEDGED**.

**CARRIED**

## 5. DISCUSSION ITEMS

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- a) Report No. SPA-02-22: Updates to the Operating Policy of the Source Protection Committee Member's Handbook – Thomas Proks, Source Water Protection Coordinator spoke on the report.

Resolution No. SPA-11-2022

Moved by Board Member Wright

Seconded by Board Member Metcalfe

1. **THAT** Report No. SPA-02-22: Updates to the Operating Policy of the Source Protection Committee Member's Handbook **BE RECEIVED**.

2. **THAT** the Source Protection Authority **APPROVES** the updates to the Operating Policy of the Source Protection Committee Member's Handbook.

**CARRIED**

## 6. NEW BUSINESS

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None

## 7. CLOSED SESSION

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None

## 8. ADJOURNMENT

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With no further business, the Source Protection Authority adjourned at 9:41 a.m..

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Robert Foster  
Chair,  
Source Protection Authority

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Chandra Sharma  
Chief Administrative Officer / Secretary -  
Treasurer  
Source Protection Authority