

**NIAGARA PENINSULA CONSERVATION AUTHORITY (NPCA)  
SOURCE PROTECTION AUTHORITY  
MEETING MINUTES**

Wednesday, April 17, 2019  
9:30 a.m.  
Ball's Falls Centre for Conservation  
Glen Elgin Room  
3292 Sixth Avenue, Jordan, ON

**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. *NPCA Administrative By-law Section 14.5*

**MEMBERS PRESENT:** D. Huson (Vice-Chair)  
S. Beattie  
P. Chiocchio  
R. Foster  
B. Greenwood  
B. Heit  
T. Insinna  
B. Johnson  
J. Jordan  
J. Metcalfe  
B. Steele  
R. Shirton  
B. Wright

**MEMBERS ABSENT:** D. Bylsma (Chair)  
B. Clark  
K. Gibson  
T. Whalen  
G. Zalepa

**STAFF PRESENT:** G. Wood, CAO / Secretary – Treasurer  
G. Bivol, Interim Clerk  
R. Bisson, Community Engagement Manager  
A. Christie, Acting Senior Manager, Operations and Special Projects  
M. Ferrusi, Human Resources Consultant  
D. MacKenzie, Director, Watershed Management  
E. Navarro, Communications Specialist  
T. Proks, Source Protection Project Manager  
S. Miller, Senior Manager, Water Resources and Restoration  
J. Wallace, Finance Manager  
G. Verkade, Manager, Information Management and Technology Systems

In the absence of Chair Bylsma, Board Vice Chair Diana Huson called the meeting to order at 9:34 a.m.

## 1. ADOPTION OF AGENDA

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### 1.1 Addition of Items

There was no addition of items.

### 1.2 Change in Order of Items

There were no changes in order of agenda items.

### 1.3 Adoption of Agenda

#### Resolution No. SPA-08-19

Moved by Member Heit

Seconded by Member Insinna

**THAT** the Source Protection Authority Agenda for the meeting of April 17, 2019 be adopted.

**CARRIED**

#### Resolution No. SPA-09-19

Moved by Member Johnson

Seconded by Member Metcalfe

**THAT** with D. Huson fulfilling the role of the Chair for the meeting, Bill Steele serve as the acting Vice Chair.

**CARRIED**

## 2. DECLARATION OF CONFLICT OF INTEREST

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There were no declarations of Conflict of Interest.

## 3. PRESENTATIONS (and/or Delegations)

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- 3.1 Thomas Proks, Source Protection Project Manager presented Report SPA-05-19 entitled 2018 Source Water Protection Annual Reporting - Mr. Proks was requested to conduct a subsequent presentation to the Region. Discussion ensued culminating in the following resolution:

#### Resolution No. SPA-10-19

Moved by Member Heit

Seconded by Member Steele

1. **THAT** the Source Protection Authority receive Report SPA-05-19 regarding 2018 Source Water Protection Annual Reporting and the following documents for consideration:

- Source Protection Annual Progress Report;

- Source Water Protection Annual Report 2018 – Policy Implementation Status;
  - Source Water Protection Annual Report 2018 – Supplemental Form; and
  - 2018 Annual Progress Reporting for Source Protection Excel Workbook.
2. **THAT** the Source Protection Authority approve that the aforementioned documents be submitted to the Ministry of the Environment, Conservation and Parks to meet the legislated reporting requirements; and
  3. **THAT** the Source Protection Annual Progress Report be posted on the Niagara Peninsula Source Protection Area website.

**CARRIED**

## 4. ADMINISTRATIVE BUSINESS

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### 4.1 Approval of Draft Minutes

#### 4.1.1 Source Protection Authority Board Minutes – February 20, 2019

Resolution No. SPA-11-19

Moved by Member Insinna

Seconded by Member Steele

**THAT** the Source Protection Authority Board minutes of the meeting held on February 20, 2019 be approved.

**CARRIED**

### 4.2 Business Arising from Minutes

There was no business arising from the minutes.

### 4.3 Correspondence

There were no items of correspondence.

## 5. BUSINESS FOR INFORMATION

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### 5.1 Reports

#### 5.1.1 Report No. SPA-04-19 - Response to February 2019 Source Protection Authority Questions

Resolution No. SPA-12-19

Moved by Member Insinna

Seconded by Member Steele

**THAT** Report No. SPA-04-19 regarding Response to February 2019 Source Protection Authority Questions be received.

**CARRIED**

## 6. BUSINESS FOR CONSIDERATION

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6.1 Reports

- 6.1.1 Report No. SPA-05-19 - 2018 Source Water Protection Annual Reporting  
– Deliberation of this matter occurred within Item 3.1 Presentations.

## 7. NEW BUSINESS

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There was no new business.

## 8. ADJOURNMENT

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There being no further business, the Source Protection Authority meeting adjourned at 9:56 a.m. with the following resolution.

Resolution No. SPA-13-19  
Moved by Member Heit  
Seconded by Member Steele

That the Source Protection Authority Meeting be adjourned.

**CARRIED**

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Diana Huson, Vice Chair  
Niagara Peninsula Conservation Authority

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Grant Bivol, Interim Clerk  
Niagara Peninsula Conservation Authority