



SPC MEETING MINUTES  
JUNE 12, 2015  
Meeting #63

Bob Bedggood, Chair of the Source Protection Committee called the meeting to order at 9:30 a.m. on June 12, 2015 at the Upper Thames River Conservation Authority Boardroom. The following members and staff were in attendance

**Members**

Bob Bedggood	Valerie M'Garry
Murray Blackie (SPA Liaison)	Jim Reffle (HU Liaison)
Brent Clutterbuck	Darrell Randell
Pat Donnelly	Joe Salter
Dean Edwardson	Charles Sharina
Patrick Feryn	Pat Sobeski
Joe Kerr	John Trudgen
Carl Kennes	John VanDorp
George Marr	Darlene Whitecalf
Doug McGee	Teresa McLellan (Provincial Liaison)

**Regrets:**

Kennon Johnson  
Paul Hymus  
James Maudsley  
Frank Vercouteren  
Augustus Tobias  
Don McCabe  
Hugh Moran  
Earl Morwood

**Staff:**

Chris Tasker  
Deb Kirk  
Girish Sankar  
Rick Battson  
Steve Clark  
Brian McDougall  
Michelle Fletcher  
Linda Nicks



1) Chair's Welcome

Bob Bedggood welcomed the committee. A quorum was achieved.

2) Adoption of the Agenda

The agenda was approved.

Moved by Darrell Randall- seconded by Joe Kerr

*"RESOLVED that the June 12<sup>th</sup> meeting agenda be approved."*

CARRIED.

3) Delegations

There were no delegations.

4) Minutes from Previous Meeting

The March 5 teleconference meeting minutes were approved.

Moved by Brent Clutterbuck -seconded by Valerie M`Garry

*"RESOLVED that the March 5, 2015 teleconference SPC meeting minutes were approved."*

CARRIED.

5) Declaration of Conflict of Interest

No conflict of interest was identified.

6) Business arising from the minutes

7) Business

a) Members Renewal following plan approval

A presentation was provided on the member's renewal following the plan approval. Letters were distributed to the members. The background was reviewed with slides from presentations at a recent meeting, but with more focus on the renewal process. Requirements under CWA and O.Reg 288/07 outlines the expiry process. Nine members, 3 from each of the sectors will need to be replaced in the first year and all 3 of the First Nations members will expire. Interim appointments are possible to be able to achieve quorum.

Key points during presentation:

- Members can re-apply but would need to go through the application process.
- Agricultural groups can put forward and nominate to SPA for consideration.
- Municipal replacement means 3 of the 7 seats would be renewed. If multiple names are put forward by the municipalities in a group then it goes to the SPA for selection.
- London Districts Chief Council can put forward nominations for the First Nations members.
- A question was raised as to whether members can share a position. Rules of Order does not allow for alternates to be named.

Teresa McClellan reported committee member composition is being reviewed by MOECC and regulations may be change to make the process easier before the approval is posted.

The committee members were asked to provide an indication of their desire to remain on the committee through the survey attached to the letter. This information will be summarized and taken to the Management Committee, then the SPA through the Striking Committee to incorporate what the members want.

b) Rules of Order

A Discussion Paper on the *Rules of Order* was distributed with meeting package. The content has been converted to presentation to facilitate discussion on this item. Challenges meeting quorum have been an issue recently and the concern is that this will be even more of a challenge as the meetings become less frequent and members may not have the investment in the work of the committee. Given that it has been 7 years since the *Rules of Order* were adopted it is due for re-assessment. The committee was advised to make any suggestions however it is important to understand that there is a limit to what can change without regulatory changes. Meetings will evolve to having 2 to 3 per year and will be reduced to a few hours versus the longer meetings in the past.

After a brief discussion, the committee agreed to continue having the meetings at the **St. Clair Conservation Authority office** on **Fridays at 10:00 a.m.**

To meet quorum 16 members are required to be present and reaching it has been a challenge. With new members and less frequent meetings it is preferred to meet face to face, making decisions by consensus as has been done in the past. However, teleconferences would alleviate the quorum issue and members could still participate in the discussions. Web conferencing is another possibility that allows for materials to be shared on screen.

Using proxy votes was discussed as another option but only if other options fail and a decision is required. If proxy is used it was recommended the SPC Chair be designated the one who holds the vote and should receive a general outline through a discussion of the person's viewpoint; what they are in favor or not in favor of giving guidance as to where the person would land on a vote. Discussions from the meetings could be forwarded by email and then email voting was another option to be considered as means to obtain a decision.

The committee agreed the best solution is for all members to attend the meetings to represent their sectors/organizations and participate in consensus decision making. This will be especially important when there are fewer meetings and approvals will be required such as Annual Reports to be submitted to the Minister.

A motion was brought forward that the language in the Rules of Order be strengthened to reflect the importance and value of attending the SPC meetings in person both for the

benefit of participation in the debate as things could evolve and to properly discharge the responsibilities to those who gave the members the honor in the first place. As an alternative if it is absolutely impossible to for a member to make the meeting, the option of a teleconference should be available and their attendance by teleconference would count towards quorum. As a last resort if a member cannot be by the phone the use of proxy will be allowed to be exercised by a person deemed to be like-minded with similar views and are given general instruction on the issues on the agenda.

Moved by Valerie M'Garry -seconded by Dean Edwardson

*“RESOLVED that the Rules of Order reflect the importance of members attending the SPC meetings in person. If this is not possible, alternatives of attending the meeting by teleconference will be allowed for and as a last resort the use of proxies to be held by a like-minded member of the absent member’s choosing.”*

CARRIED.

A question was asked as to whether there are sanctions if a member does not attend the meetings. Bob reported attendance was discussed in the past with the SPA as there are members that habitually do not attend the meetings but at that point they elected to not act on this. When the SPA appoints new members there should be a responsibility and commitment to attend. The SPA’s hands are tied when it comes to some of the appointments as this affects quorum and the ability to hold a meeting and complete the business of the committee.

If members join a meeting by teleconference it is counted toward quorum. It was noted that the motion as amended includes that proxies will count towards achieving quorum and on any vote the committee holds.

Vice-Chair, Recording Secretary, Executive Secretary

Positions of Vice-Chair, Recording Secretary and Executive Secretary are allowed for in the Rules of Order. The CWA does not speak to a Vice-Chair. These positions have not been utilized to date therefore the committee agreed that the positions will be eliminated. If the Chair will be absent, the SPA or MOE liaison or Project Manager could call the meeting to order and a member will be appointed as an acting chair for the purposes of the meeting. If it is necessary in the future to go in-camera, the recording secretary can be elected when a meeting goes in camera.

Moved by Doug McGee -seconded by Darrell Randall



*“RESOLVED that the Vice-Chair, Recording Secretary and Executive Secretary positions will be eliminated from the Rules of Order and if the Chair is absent someone will be appointed as required.”*

### Working Groups/Subcommittees

Working Groups and subcommittees will be formed as required. No change in wording is needed.

### Discussion Paper Format

In the past Discussion Papers have included recommendations based on technical work, provincial suggestions etc. and have been used as discussion starters. This format will continue however staff recommendations may be relied on more.

### Electronic meeting materials

To date the committee receives hard copies of the meeting material and in the past USB sticks were used for some materials. With the new website the meeting packages will be posted for the members to view to eliminate the need for printed copies. Printed documents will be provided at the request of a member. The usual practice of an email being sent will continue advising the members of meeting details to include the link to the materials on the website; this applies to any supplemental documents as well. Any specific more confidential information would not be posted on a public site. Wi-Fi is available for members who choose to use laptops, IPADs, tablets at meetings.

Moved by Valerie M’Garry -seconded by Doug McGee

*“RESOLVED that committee agreed to the considerations outlined under Electronic meeting materials in the discussion paper. Meeting materials will be posted on the website for the members to view reducing the amount of paper used.”*

### Posting of meeting minutes

Less frequent meetings will result in the minutes not being available for a lengthy period and the Rules of Order currently outline the committee is required to approve before posting. It is important to have minutes posted in a timely manner, but also recognizing that posting them too quickly, without approval, could result in inaccurate information. It was recommended that the minutes be circulated once approved to by the SPC Chair.



The committee then will review and give final approval through an email system. Once this approval is received the minutes can be posted as approved.

Moved by George Marr -seconded by Joe Kerr

*“RESOLVED that the SPC meeting minutes will be forwarded via email for SPC review and then be posted on the website once approved by email vote.”*

### Per Diems

The committee agreed the per diem rate will be flattened to a single rate for all meetings of \$150.00.

The Rules of Order will be revised and presented to the SPC. The revised Rules of Order will need to be accepted by the SPA before they are used.

### c) Potential SPP effective dates

With submission of the SPP there were discussions with MOECC that resulted in additional comments and revisions. Also it was necessary to provide them with information for the briefing notes. MOECC was moving expeditiously to prepare for briefing each level up to approval of the SPP by the Minister and AR by the Director. A 2015 effective date is not anticipated. There will be some pressure for a January 1 effective date, and the only other reasonable alternative will be April 1. There may be some municipalities in the Grand region asking for that, but our approval will likely be sooner than theirs. Municipalities will need to be ready for implementation on the effective date, perhaps as early as January 1, 2016. The most significant immediate impact is s59 review so it will be important that those municipalities who have part IV responsibilities are ready.

Further discussions are expected as we approach approval and the SPC was asked for their thoughts on effective date as it could be the last opportunity to discuss before the approval discussions with the MOECC. No comments or concerns were raised by the members.



## 8) SPP & Assessment Reports

A DVD containing apSPP and uARs was distributed with meeting package. The cover letter distributed by email following submission was also in the meeting package. If there are any questions on the revisions please advise Chris Tasker.

## 9) In Camera Session

None.

## 10) Other Business

None.

## 11) MOE Liaison Report

Teresa McClellan reported that approval processes are moving quickly. The first briefing was to happen yesterday but was delayed due to some issues with the Halton-Hamilton Region being in the queue before TSR. It is expected that the Directors briefing will occur next week and then a Deputy Directors briefing mid-July. General approval timing is most likely September with an effective date of January 1, 2016, subject to change based on schedules.

Teresa reported MOE has approved 14 of the 19 plans. CTC, Halton-Hamilton, Thames-Sydenam, Saugeen (to be submitted June 30<sup>th</sup>) and the Grand/Long Point are waiting for approvals. The hope is to have them all approved by the end of the calendar year. The members inquired as to the status of our other neighbouring regions/SPAs. Kettle and Catfish have been approved. Essex Region was approved and will be effective October 1 and Ausable-Bayfield-Maitland is effective April 1.

## 12) Members Reports

*Charles Sharina*- wished everyone a happy, safe summer.

*Jim Reffle*- reported this was his last meeting as he is retiring.

*Pat Feryn*- reported he attended a meeting a two day OFEC meeting in March to discuss SP implementation in the agricultural sector. The other item discussed was future steps relating to the Great Lakes Water quality Agreement making note of the mandate of reducing phosphorous loading in the Lake Erie by 50% which is quite a challenge for the ag sector because it is already quite low. The goal being 1 pound of phosphorous per acre per year going into the lakes which is quite a bit less than what the American side is putting in.





*Bob Bedggood*- relayed he is very pleased on how the committee and the staff have worked hard over the years to put together a really good plan. He commended everyone on their hard work and commitment. He acknowledged Chris Tasker as being an integral part of this process. Bob indicated although the next stage of the process will bring change the committee will still be working at ensuring there is safe municipal drinking water.

### 13) Adjournment

There being no further business, the meeting was adjourned at 11:45 a.m. PLEASE NOTE: The next SPC meeting is scheduled for *September 11, 2015* and meeting location is to be at the St. Clair Region Conservation Authority office.