The meeting commenced at 6:45 P.M. following a meeting of the Cataraqui Source Protection Authority.

1. **ROLL CALL AND INTRODUCTIONS**

   There were thirteen (13) members present.

2. **APPROVAL OF AGENDA**

   Moved by: Al Hanes  
   Seconded by: Sandy Hay  

   **THAT** the agenda BE APPROVED as circulated.

   CARRIED
3. DECLARATION OF CONFLICT OF INTEREST

There was none.

4. DELEGATION/PRESENTATION

There were none.

5. APPROVAL OF PREVIOUS MINUTES

Moved by: Bert Herfst  
Seconded by: Clair Gunnewiek

**THAT** the minutes of the June 28, 2017 meeting of the Cataraqui Region Conservation Authority, BE APPROVED.

**CARRIED**

Moved by: Lisa Osanic  
Seconded by: Ross Sutherland

**THAT** the e-poll notes of the August 2, 2017 of the Cataraqui Region Conservation Authority, BE APPROVED.

**CARRIED**

6. BUSINESS ARISING

There was none.
7. PRESENTATION AND CONSIDERATION OF REPORTS

The following are the September reports as there was no quorum:

7.1. Wiltse Creek (Report IR-072-17)

Resolution: 066-17
Moved by: Al Hanes
Seconded by: Lisa Osanic

THAT report IR-072-17, Wiltse Creek, BE RECEIVED; and,

THAT staff BE DIRECTED to continue to communicate and share expertise with stakeholders involved in the Wiltse Creek water levels matter and to promote water quality and wetland best management practices and stewardship activities to landowners in the watershed,

CARRIED

7.2. Mac Johnson Wildlife Area – Nature Centre Update (Report IR-063-17)

Resolution: 067-17
Moved by: Sandy Hay
Seconded by: Max Kaiser

THAT report IR-063-17, Mac Johnson Wildlife Area – Nature Centre Update, BE RECEIVED.

CARRIED

7.3. Powley House Property Disposition (Report IR-073-17)

Resolution: 068-17
Moved by: Sandy Hay
Seconded by: Bert Herfst

THAT report IR-073-17, Powley House Property Disposition, BE RECEIVED.

CARRIED
7.4. Permit Application F-303/17-LO – 122 Nicholson Point Road, Loyalist Township (Report IR-076-17)

Resolution: 069-17
Moved by: Bert Herfst
Seconded by: Lisa Osanic

THAT Report IR-076-17, Permit Application F-303/17-LO – 122 Nicholson Point Road, Loyalist Township, BE RECEIVED, and,

THAT permission BE GRANTED under Ontario Regulation 148/06 for development at 122 Nicholson Point Road, Loyalist Township subject to the conditions outlined in report IR-076-17, Permit Application F-303/17-LO – 122 Nicholson Point Road, Loyalist Township.

CARRIED

7.5. Variance Report to end of August 2017 (Report IR-077-17)

Resolution: 070-17
Moved by: Max Kaiser
Seconded by: Bert Herfst

THAT report IR-077-17, Variance Report to end of August 2017, BE RECEIVED.

CARRIED
7.6. Cataraqui Region Conservation Authority Administration Facility – Options Development (Report IR-078-17)

Resolution: 071-17
Moved by: Sandy Hay
Seconded by: Kevin George

THAT report IR-078-17, Cataraqui Region Conservation Authority Administration Facility – Options Development, BE RECEIVED; and,

THAT the Full Authority Board APPOINT an Administration Facility Subcommittee to evaluate the options presented in IR-078-17, Cataraqui Region Conservation Authority Administration Facility – Options Development; and,

THAT the Administration Facility Subcommittee REPORT BACK to the Full Authority Board with a subset of preferred options for detailed feasibility review.

CARRIED
October 25, 2017 Report:

7.7. Drinking Water Source Protection Regional Risk Management Office (Report IR-089-17)

Resolution: 072-17
Moved by: Lisa Osanic
Seconded by: Bert Herfst

THAT report IR-089-17, Drinking Water Source Protection – Regional Risk Management Office Next Steps, BE RECEIVED;

THAT the Cataraqui Region Conservation Authority continue to host a regional risk management office for drinking water source protection, as recommended by the Cataraqui Source Protection Authority on October 25, 2017;

THAT all funds required to operate the risk management office be invoiced directly from the participating municipalities in accordance with the Financial Implications section of this report; and

THAT the subject municipalities be requested to confirm their participation in the office on or before December 15, 2017.

CARRIED
8. MINUTES

8.1. Cataraqui Trail Management Board Minutes of May 25 and June 22, 2017

Resolution: 073-17
Moved by: Kevin George
Seconded by: Max Kaiser

THAT the Cataraqui Trail Management Board Minutes of May 25 and June 22, 2017, BE RECEIVED.

CARRIED

9. COMMITTEE REPORTS

9.1. Report from Planning and Permitting Ad Hoc Committee e-poll of June 14, 2017 and meeting of October 12, 2017 (Report IR-090-17)

Resolution: 074-17
Moved by: Laura Turner
Seconded by: Ross Sutherland

THAT report IR-090-17, Report from Planning and Permitting Ad Hoc Committee e-poll of June 14, 2017 and meeting of October 12, 2017, BE RECEIVED.

CARRIED

9.2. Report from Lemoine Point Advisory Committee of October 23, 2017 (Report IR-091-17) distributed at the meeting

Resolution: 075-17
Moved by: Lisa Osanic
Seconded by: Laura Turner

THAT report IR-091-17, Report from Lemoine Point Advisory Committee of October 23, 2017, BE RECEIVED.

CARRIED
9.3. Report from Parrott’s Bay and Owl Woods Advisory Committee E-Poll (Report IR-092-17) to be distributed

It was noted that there were only three members on the Parrott’s Bay and Owl Woods Advisory Committee (PBOWAC) and that only one committee member responded to the e-poll. The General Manager advised that because the only item on the report was to circulate the draft 2018 budget and forecast to municipalities, the Full Authority Board receive as such. Members concurred.

Resolution: 076-17
Moved by: Bert Herfst
Seconded by: Gerry Last

THAT report IR-092-17, Report from Parrott’s Bay and Owl Woods Advisory Committee E-Poll, BE RECEIVED.

CARRIED

9.4. Report from Budget Review Committee meetings of October 2 and 17, 2017 (Report IR-093-17) additional documents to be distributed at meeting

Presentation

Geoff Rae, General Manager presented.

Resolution: 077-17
Moved by: Jim Garrah
Seconded by: Kevin George

THAT report IR-093-17, Report from Budget Review Committee meetings of October 2 and October 17, 2017, BE RECEIVED.

CARRIED
10. ANNOUNCEMENTS OR INQUIRIES/INFORMATION

10.1. Report on Communications (Report IR-079-17)

Resolution: 078-17
Moved by: Bert Herfst
Seconded by: Max Kaiser

THAT report IR-079-17, Report on Communications, BE RECEIVED.

CARRIED

11. MOTIONS/NOTICES OF MOTION

There were none.
12. **IN-CAMERA** session to discuss personnel matters

**Resolution:** 079-17  
Moved by: Bert Herfst  
Seconded by: Max Kaiser

**THAT** the Full Authority Board move **IN CAMERA** to discuss a personnel matter.  

**CARRIED**

12.1. Confidential Reports - Personnel Matters (Reports IR-080-17 and IR-081-17)

**Resolution:** 080-17  
Moved by: Kevin George  
Seconded by: Lisa Osanic

**THAT** the Full Authority Board move out of **IN CAMERA** and report.  

**CARRIED**

**Resolution:** 081-17  
Moved by: Sandy Hay  
Seconded by: Max Kaiser

**THAT** the Cataraqui Region Conservation Authority authorize staff to pursue items of action dealing with the personnel matters as discussed at the **IN CAMERA** session on October 25, 2017.  

**CARRIED**
13. **ADJOURNMENT**

The meeting adjourned at 7:45 P.M. on a motion by Gerry Last, seconded by Kevin George.

Geoff Rae, MBA, P.Eng.  
General Manager

Alan Revill  
Chair