

**CROWE VALLEY SOURCE PROTECTION AUTHORITY
Virtual Meeting via Google Meet**

16 April 2026

MINUTES

MEMBERS PRESENT:

Michael Metcalf	Municipality of Trent Hills
Sheila Currie	Wollaston Township
John O'Donnell	Municipality of Faraday
Jeremy Solmes	Stirling-Rawdon Township
Jerry Chadwick	Tudor & Cashel Township
Dave Burton	Municipality of Highlands East
Shawn Pack	Limerick Township
Jim Martin	Havelock-Belmont-Methuen Township

MEMBERS ABSENT:

Colin McLellan	Township of North Kawartha
Jane Lakatos	Municipality of Marmora and Lake

ALSO PRESENT:

Janette Loveys Smith, General Manager/Secretary Treasurer, CVCA
Amanda Donald, Recording Secretary, CVCA
Liam Bailey-McDade, Source Protection Technician, CVCA

CALL TO ORDER

The Chair, Michael Metcalf, called the meeting to order at 9:02am.

WELCOME

Chair Metcalf welcomed everyone to the Source Protection Authority meeting.

LAND ACKNOWLEDGMENT

Chair Metcalf read a land acknowledgement thanking generations of Indigenous people who have taken care of the land for many years before us.

APPROVAL OF AGENDA

Motion SP 01/26

Moved by: Jeremy Solmes

Seconded by: Sheila Currie

To approve the Source Protection Authority Agenda as circulated.

Carried.

DECLARATION OF PECUNIARY INTEREST

None.

REVIEW OF MINUTES OF PREVIOUS MEETING

Motion SP 02/26

Moved by: Jerry Chadwick

Seconded by: Shawn Pack

That the minutes and motions of the Source Protection Authority meeting, 17 April 2025, be approved as circulated.

Carried.

BUSINESS ARISING FROM MINUTES

None.

STAFF REPORT #1

Jim Martin arrived at 9:03am.

Motion SP 03/26

Moved by: Dave Burton

Seconded by: Sheila Currie

THAT the Crowe Valley Source Protection Authority supports the reappointment of George Offshack as the municipal representative for the Crowe Valley Source Protection Area on the Trent Conservation Coalition Source Protection Committee.

Carried.

STAFF REPORT #2

Janette Loveys Smith informed the Board the Source Protection Plan is progressing well/on target.

There was some discussion on where septic system RMO files were kept. Liam Bailey-McDade informed the Board CVCA is the RMO for Municipality of Highlands East and the files are kept at the CVCA office. The other municipal RMOs keep their own files.

Motion SP 04/26

Moved by: Jeremy Solmes

Seconded by: Jerry Chadwick

THAT, the Crowe Valley Source Protection Authority approve of the overall progress score of "Progressing well/on target" for implementation of the Trent Source Protection Plan in the Crowe Valley Source Protection Area; and

THAT, Crowe Valley staff be authorized to provide the Progress Report for the Crowe Valley SPA to the TCC for use in the compilation and submission to MECP as required by Section 46 of the *Clean Water Act* and Section 52 of Ontario Regulation 287/07; and

THAT, the 2025 Annual Progress Report – Trent Source Protection Plan" be received; and

THAT Crowe Valley staff be authorized to submit the final 2025 Annual Progress Report for the Trent Source Protection Plan to the Lead Source Protection

Authority (Lower Trent Source Protection Authority) for delivery to the Ministry of Environment, Conservation and Parks (MECP) as required by Section 46 of the *Clean Water Act*, 2006 and Section 52 of Ontario Regulation 287/07.

Carried.

CORRESPONDENCE

Motion SP 05/26

Moved by: John O'Donnell

Seconded by: Jim Martin

That the Crowe Valley Source Protection Authority receive the correspondence as circulated.

- a) Ministry of Environment Conservation & Parks Letter – 9 March 2026
- b) Understanding Amendments to the Trent Source Protection Plan
- c) Municipal Groups in the Trent Conservation Coalition Source Protection Region

Carried.

OTHER BUSINESS

None.

NEXT SCHEDULED MEETING

The next scheduled meeting of the Crowe Valley Source Protection Authority will be determined as needed.

ADJOURNMENT

Motion SP 06/26

Moved by: Dave Burton

Seconded by: Sheila Currie

That the Source Protection Authority Meeting be adjourned at 9:10am.

Carried.

Amanda Donald
Recording Secretary

Michael Metcalf
Chair

DRAFT