



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
JOINT MUNICIPAL SERVICES BOARD**

FOURTH QUARTERLY MEETING

January 28, 2010 Town of Midland, Council Chambers

Minutes

Present	Greg Sutcliffe	SSEA Chair/Township of Georgian Bay
	Doug Beach	Township of Severn
	Bob Jeffery	Town of Midland
	Pat Marion	Town of Penetanguishene
	Doug Luker	Township of Tiny (for Peggy Breckenridge)
	Keith Sherman	SSEA Executive Director
	Jessica Klug	SSEA (Interim Secretary)
Guests:	Mara Burton	Township of Tay
	Winanne Grant	Township of Springwater
Regrets:	Ron Stevens	City of Orillia
	Tony Hope	Township of Springwater
	Terry Allison	Township of Oro-Medonte
	Axel Frandsen	Township of Tay

1. WELCOME AND CALL TO ORDER

Chair Greg Sutcliffe called the meeting to order at 9:00am.

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations.

3. SELECTION OF CHAIR FOR 2010

MOTION: Moved by Bob Jeffery, seconded by Doug Beach, to open the floor for nomination of SSEA Board Chair for 2010. CARRIED

Greg Sutcliffe allowed his name to stand for Board Chair for 2010.

MOTION: Moved by Doug Beach, seconded by Bob Jeffery, to close the nominations and that Greg Sutcliffe be acclaimed as SSEA Board Chair for 2010. CARRIED

MOTION: Moved by Bob Jeffery, seconded by Greg Sutcliffe, to open the floor for nominations for SSEA Board Vice-Chair. CARRIED

Bob Jeffery allowed his name to stand for Vice-Chair for 2010.

MOTION: Moved by Doug Beach, seconded by Pat Marion, to close the nominations and that Bob Jeffery be acclaimed as SSEA Board Vice-Chair for 2010. CARRIED

CARRIED

3. ADOPTION OF AGENDA

MOTION: Moved by Bob Jeffery, seconded by Pat Marion, to accept the Agenda as presented. CARRIED

Note: Due to arrival times of scheduled guests, the order of the agenda was changed, but the agenda items remained the same.

4. REVIEW OF PAST MINUTES

Members of the SSEA reviewed minutes from July 23, 2009 (revised), July 28, 2009, and October 22, 2009.

MOTION: Moved by Doug Beach, seconded by Bob Jeffery, to accept the Minutes of all three meetings as presented. CARRIED

Keith Sherman provided an update on the posting for the Administrative Assistant position, which closes February 5th, 2010.

5. SEVERN SOUND SUSTAINABILITY PLAN – PROPOSED IMPLEMENTATION FRAMEWORK

Keith Sherman provided background for the Interim Sustainability Plan Steering Committee (ISPSC) and introduced Doug Luker, CAO of the Township of Tiny and member on the ISPSC representing the Township. Doug Luker gave a presentation on ISPSC's recommended organizational model, as sent out to the SSEA Board members in December 2009.

Chair Greg Sutcliffe opened the floor for questions.

Pat Marion asked for clarification about housing space. Doug Luker clarified that details still need to be worked out (office space, telephone, computer, etc.), but contract staff could be housed with the SSEA. Even with external funding, the program would not be cost free. Members appointed to the Steering Committee would still have costs associated with participation (for example: mileage). Bob Jeffery noted that in the future, municipalities may need consider funding aspects of the project in future budgets as the project moves forward.

Doug Luker noted that if we applied for \$300,000 and only received \$150,000, the the ISPSC could work within the lower funding amount. Greg Sutcliffe noted that with public expectation and through the development of the plan, there was an initial awareness that the implementation of the plan was going to cost something.

MOTION: Moved by Doug Beach, seconded by Bob Jeffery,

 THAT the SSEA accept and approve the recommended governance model proposed by the Interim Sustainability Plan Steering Committee; and

 THAT the SSEA's commitment be extended to this Committee until April 30th, 2011.

CARRIED.

6. MOTION TO SUSPEND SSEA MEETING FOR SSSPA MEETING

MOTION: Moved by Bob Jeffery, seconded by Doug Beach to suspend the SSEA meeting for the Quarterly SSSPA meeting at 10:25am. CARRIED

7. MOTION TO RECONVENE SSEA MEETING

MOTION: Moved by Doug Beach, seconded by Pat Marion to reconvene the SSEA meeting at 11:20am. CARRIED.

8. FOURTH QUARTERLY REPORT FOR 2009

Keith Sherman presented the Fourth Quarterly Report for 2009, noting that the final balance for the 2009 year is not available from the Town of Midland at this time. At this point there is an overall surplus of \$2,619 for 2009.

MOTION: Moved by Pat Marion, seconded by Doug Beach to accept the Fourth Quarterly Report for 2009, as presented. CARRIED.

Keith also presented the Fourth Quarter Cheque Register for the members information.

9. BUDGET FOR 2010

Keith Sherman presented the 2010 Budget, based on the SSEA Agreement. It should be noted that the final year-end balance (when available) will affect the final budget. Keith Sherman asked if there are concerns about the municipal cost share formula. There was consensus around the table that the funding formula is appropriate. The SSEA continues to budget according to the Strategic Plan, contained within the SSEA Agreement.

A capital budget has not been included in the 2010 Budget at the recommendation of the Town of Midland Treasurer. Equipment purchases will come out of "Office Supplies and Equipment" or from a designated special project budget.

Keith Sherman provided a list of work plan tasks and proposals for 2010. An updated version of this list will be provided at each Quarterly meeting.

MOTION: Moved by Bob Jeffery, seconded by Doug Beach to accept the Budget for 2010. CARRIED.

10. OTHER BUSINESS

Chair Greg Sutcliffe noted that Michele Locke has vacated her position with the SSEA, and that the position will be posted in the near future.

Chair Greg Sutcliffe also recommended that motions be sent out with the agenda for future meetings.

11. ADJOURNMENT AND NEXT MEETING

The next Quarterly meeting will be held on Thursday, April 29th, 2010. All meetings are scheduled for 9:00am and will be held in the Town of Midland Council Chambers as the construction of the Town Office addition allows.

MOTION: Moved by Bob Jeffery, seconded by Doug Luker to adjourn the meeting at 12:20pm. CARRIED.