



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

SECOND QUARTERLY MEETING 2010

July 29, 2010 Town of Midland, WWTC

Present	Greg Sutcliffe	SSEA Chair/Township of Georgian Bay/Dist. of Muskoka
	Tony Hope	Township of Springwater
	Peggy Breckenridge	Township of Tiny
	Pat Marion	Town of Penetanguishene
	Ron Stevens	City of Orillia
	Ralph Hough	Township of Oro-Medonte
	Keith Sherman	SSEA ED
	Gail Marchildon	SSEA Office Manager

Regrets:	Bob Jeffery	Town of Midland
	Terry Allison	Township of Oro-Medonte
	Axel Frandsen	Township of Tay
	Doug Beach	Township of Severn

1. WELCOME AND CALL TO ORDER

Chair Greg Sutcliffe called the meeting to order at 9:12am

2. ADOPTION OF THE AGENDA

MOTION: To adopt the agenda of the 2nd Quarterly SSEA Meeting.
Moved by Peggy Breckenridge; seconded by Ron Stevens; carried.

3. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations.

4. REVIEW OF PAST MINUTES

MOTION: To approve the minutes of the April 29, 2010 meeting of the SSEA. Moved by Pat Marion, seconded by Ron Stevens; carried.

5. REPORT ON ORO-MEDONTE SERVICE DELIVERY MOU

Keith Sherman presented the "SSEA Tri-party MOU between the Township of Oro-Medonte, NVCA and SSEA for service delivery in the portion of the Township within the Severn Sound watershed" report for review, discussion and recommendations.

MOTION: To receive the Report to SSEA on the Tri-party MOU between the Township of Oro-Medonte, NVCA and SSEA.

Moved by Peggy Breckenridge; seconded by Ron Stevens; Carried.

Next working group meeting is on Aug 11th, 2010. Intention for MOU's completed for September 1st.

Ralph Hough requested that SSEA respond to the Township Oro-Medonte MOU as Urgent.

6. SUSPEND THE SSEA MEETING TO ALLOW THE SSSPA MEETING (SEE SEPARATE AGENDA)

MOTION: To suspend the SSEA Meeting for the SSSPA Meeting at 10:30 AM.

Moved by Tony Hope, seconded by Ralph Hough; Carried.

7. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING

8. RECONVENE THE SSEA QUARTERLY MEETING

MOTION: Moved by Pat Marion, seconded by Ralph Hough to reconvene the SSEA meeting at 11:30am. CARRIED

9. SSEA SUSTAINABILITY PLAN UPDATE

MOTION: To receive the report of the ISPSC as presented by Keith Sherman with changes to a 2011 start. Moved by Peggy Breckenridge, seconded by Ron Hough; Carried.

10. JOINT SERVICES BOARD PROCEDURES

MOTION- To continue to allow Teleconference Calls as status quo; Moved by Ron Stevens, seconded by Peggy Breckinridge; Carried.

11. SECOND QUARTERLY REPORT OF 2010

Keith Sherman presented the Second Quarterly report for 2010.

MOTION: To approve the Second Quarter Financial report and to receive the cheque register and special projects update for the 2nd, Quarter 2010 with changes. Moved by Peggy Breckenridge ; seconded by Tony Hope; Carried.

MOTION: To approve, in principal, Draft 2011 SSEA Budget for municipal budget processes. Moved by Ron Stevens, seconded by Peggy Breckenridge; Carried.

12. OTHER BUSINESS

Keith Sherman provided an update on 2010 Tree Distribution and Tree Plant.

Five municipalities participated in the Tree Distribution Project, distributing approximately 7,800. In addition, approximately 7,000 trees were planted in rural areas throughout the Severn Sound. A Grant from the MNR was received to support purchase of trees for the rural projects. A grant from the North Simcoe Stewardship Network, combined with revenue from land owner purchases of the trees, made the Tree Distribution Project revenue neutral.

Keith Sherman provided an update on the IAGLR Conference (International Association for Great Lakes Research). Aisha Chiandet, Water Scientist at SSEA delivered an oral presentation on water quality in the Honey Harbour area and a poster presentation regarding long term trends in water quality in Severn Sound. Researchers (most with SSEA co-authorship) from partnering universities made presentations on the Severn Sound area including: sediment core history including sites in Severn Sound; Penetang Bay benthic macroinvertebrates; impact on fish habitat for the coastal wetlands of Severn Sound; presentation of the Canadian Nutrient and Water Evaluation Tool (CANWET) modeling Hogg Creek. The participation of several university researchers and the acceptance of our direct presentations at this international conference

served as confirmation that Severn Sound continues to be viewed as an important test area for Great Lakes research.

Keith Sherman referred to the CAR (County of Simcoe Conservation Authority Review Sub-committee) Report. He presented at a meeting of the Sub-committee and contributed to a comparison of Conservation Authorities (LSRCA and NVCA) and SSEA Activities in the County of Simcoe.

13. ADJOURNMENT AND NEXT MEETING.

The next Quarterly moved up from October 28th, 2010 to October 21st, 2010 due to election conflicts.

MOTION: To adjourn the meeting. Moved by Tony Hope, seconded by Ron Stevens; Carried.

Severn Sound Environmental Association
2010 Revenues Budget 2nd Quarter
as of June 30, 2010

	2010 Budget	Collected or Invoiced to Date	Remaining
Georgian Bay	\$19,170	\$19,170	\$0
Midland	\$26,597	\$26,597	\$0
Orillia	\$18,735	\$18,735	\$0
Oro-Medonte	\$23,797	\$23,797	\$0
Penetanguishene	\$21,454	\$21,454	\$0
Severn	\$21,174	\$21,174	\$0
Springwater	\$19,406	\$19,406	\$0
Tay	\$24,114	\$24,114	\$0
Tiny	\$36,417	\$36,417	\$0
Municipal sub-total(2)	\$210,864	\$210,864	\$0
Community/Private	\$4,000	\$140	\$3,860
Projects (3)	\$25,000	\$2,484	\$22,516
Recoveries (4)	\$35,000	\$0	\$35,000
Source Water Protection(5)	\$30,000	\$7,500	\$22,500
Prior Year Surplus/(deficit)(6)	(\$959)	\$0	(\$959)
TOTAL REVENUES	\$303,905	\$220,988	\$82,917
Special Projects (7)	\$119,066		

- (1) Revenues related directly to the Environmental Association which do not include project funds (cash and in-kind) from partners.
- (2) Municipal share is based on 2007 assessment.
- (3) Projects administered by the Association (10%).
- (4) Work done by the SSEA Office for the Partners and/or others.
- (5) Administration from Source Water Protection (from LSRCA)
- (6) Prior year Surplus/(deficit) amount
- (7) Special Projects Salary & Benefits to SSEA

Severn Sound Environmental Association

2010 Budget Expenditures 2nd Quarter

as at June 30, 2010

Deliverable	2010 Total Budget	2010 To Date	Balance
Administration			
Treasurer expense	\$5,576	\$1,152	\$4,424
Legal fees	\$3,000	\$1,052	\$1,948
Audit fees	\$5,000	\$600	\$4,400
Insurance	\$6,000	\$6,023	(\$23)
Meeting expense	\$1,000	\$0	\$1,000
Travel expense	\$2,500	\$342	\$2,158
Conference expense	\$2,500	\$1,428	\$1,072
Office Supplies & equipment	\$4,500	\$4,363	\$137
Printing&Copying	\$1,000	\$54	\$946
Postage and Shipping	\$1,000	\$156	\$844
Phones	\$3,000	\$1,522	\$1,478
Space rental	\$9,500	\$5,310	\$4,190
SSEA Vehicle	\$2,000	\$0	\$2,000
Sampling contracts (sampling boat & analyses)	\$8,000	\$4,344	\$3,656
Health and Safety	\$1,000	\$1,457	(\$457)
Sub total:	\$55,576	\$27,803	\$27,773
Salaries & Benefits			
Undistributed Salaries & Benefits	\$49,041	\$30,303	\$18,738
Overall Coordination	\$60,288	\$30,144	\$30,144
Office administration	\$34,000	\$6,765	\$27,235
Database Maintenance	\$38,000	\$28,380	\$9,620
Natural Heritage & plan review	\$12,000	\$3,089	\$8,911
Monitoring & Surveillance	\$22,000	\$6,983	\$15,017
Rural Programs	\$9,000	\$4,140	\$4,860
Sustainability Plan support		\$0	\$0
Communications	\$24,000	\$8,000	\$16,000
Sub total:	\$248,329	\$117,804	\$130,525
Special Projects (Salaries & benefits only)	\$159,924	\$119,066	\$40,858
Total Salaries & benefits:	\$408,253	\$236,870	\$171,383
Total (not incl. special projects):	\$303,905	\$145,607	\$158,298

FINANCIAL SUMMARY FOR 2008

	Budget	Actual	Remaining
Revenues	\$303,905	\$220,988	\$82,917
Expenditures	\$303,905	\$145,607	\$158,298
Balance to date	\$0	\$75,381	(\$75,381)