



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

FIRST QUARTERLY MEETING 2010

April 29, 2010 Town of Midland, Council Chambers

Minutes for Board Approval

Present	Greg Sutcliffe	SSEA Chair/Township of Georgian Bay
	Terry Allison	Township of Oro-Medonte
	Doug Beach	Township of Severn
	Peggy Breckenridge	Township of Tiny
	Axel Frandsen	Township of Tay
	Bob Jeffery	Town of Midland
	Pat Marion	Town of Penetanguishene
	Ron Stevens	City of Orillia
	Keith Sherman	SSEA ED

Regrets: Tony Hope Township of Springwater

1. WELCOME AND CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOTION: To adopt the agenda with correction of the date of January meeting (January 28 not 29) Moved by Doug Beach; seconded by Peggy Breckinridge; carried.

3. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations.

4. REVIEW OF PAST MINUTES

MOTION: Moved by Pat Marion, seconded by Terry Allison, to approve the Minutes of the January 28, 2010 SSEA Meeting with the correction of the date (January 28 not 29); CARRIED

Keith Sherman announced that the Administrative Assistant position had been filled. Interviews were held with the selection panel consisting of Greg Sutcliffe, Suzanne Beatty (HR Coordinator with the Town of Midland) and Keith Sherman. Gail Marchildon has been hired to start May 3, 2010.

5. JOINT SERVICES BOARD PROCEDURES

Keith Sherman presented the Report, "SSEA staff charges for peer reviews and plan input and review of development proposals" and recommended acceptance of the report recommendation.

MOTION: To approve the peer review rates for the SSEA for 2010. Moved by Ron Stevens; seconded by Doug Beach; carried.

6. SEVERN SOUND SUSTAINABILITY PLAN – UPDATE

Keith Sherman presented the Report, "Sustainability Plan Steering Committee Report – April 28, 2010". The report recommended changes to the organizational structure of the Steering Committee as discussed at the last SSEA meeting in order to accommodate initial review comments on the Funding Proposal to the Ontario Trillium Foundation.

MOTION: To accept the revised organizational model and to forward a request to each municipality and agency partner to approve the organizational model, dependent on OTF funding. Moved by Pat Marion; seconded by Axel Frandsen; carried.

7. 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 10:00am.

CARRIED

8. MOTION TO RECONVENE SSEA MEETING

MOTION: Moved by Bob Jeffrey, seconded by Peggy Breckinridge to reconvene the SSEA meeting at 11:00am. CARRIED.

9. FIRST QUARTERLY REPORT FOR 2010

Keith Sherman presented the First Quarterly Report for 2010, noting that the final balance for the 2009 year is a slight deficit of \$959.

MOTION: Moved by Ron Stevens, seconded by Doug Beach to accept the First Quarterly Report for 2010, as presented. CARRIED.

Keith also presented the First Quarter Cheque Register and the Activities Planned for 2010 for the members information.

10. OTHER BUSINESS

Keith Sherman noted that the SSEA Tree Plant will be held on May 7, 2010. For all interested in participating, meet at the SSEA office at 9:00am on that date.

Keith Sherman presented the new SSEA website www.severnsound.ca revised extensively by Lex McPhail, the SSEA Applications Specialist.

The item concerning SSEA-NVCA-Oro-Medonte MOU was withdrawn.

Regarding minutes members were concerned that the minutes were not available for review with adequate lead-time prior to the next meeting.

MOTION: That the SSEA minutes be sent out to SSEA Board members as a draft for review within two weeks of the date of the meeting and that members be given one week to respond to the draft. The minutes would then be posted on the website as draft four weeks after the date of the meeting. Moved by Terry Allison; seconded by Peggy Breckinridge; carried.

11. ADJOURNMENT AND NEXT MEETING

The next Quarterly meeting will be held on Thursday, July 29, 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 Beach to adjourn the meeting at 11:40am. **CARRIED.**