



**Severn Sound Environmental Association  
2013 Fourth Quarterly Meeting  
January 23, 2014 – 9 AM  
Town of Midland Council Chambers  
575 Dominion Street**

**AGENDA**

1. **Welcome and call to order**
2. **Adoption of Agenda**  
Recommended: **That the content of the Agenda for the January 23<sup>rd</sup>, 2014 meeting of the SSEA Board of Directors be approved as presented.**
3. **Declaration of pecuniary interest**
4. **Election of SSEA Chair and Vice Chair**  
Keith Sherman, SSEA Executive Director will conduct the election.  
General rules apply:
  - a) All nominations require a nominator, not a seconder
  - b) Nominations will be called 3 times before a motion is made to close nomination as accepted. This motion requires a seconder.
  - c) Nominees will be given the opportunity to address the Board of Directors.
  - d) Members can vote by proxy.
5. **Adoption of Minutes**
  - i) Recommended: **That the minutes of the Third Quarter SSEA Joint Services Board Meeting held on October 17<sup>th</sup>, 2013 be received and approved.**
  - ii) Recommended: **That the minutes of the Special Ad Hoc Committee meeting held on November 19, 2013 be received and approved.**
6. **Suspend the SSEA Meeting to allow the SSSPA meeting (See separate agenda)**  
Recommended: **That the Fourth Quarter SSEA Joint Services Board Meeting be suspended and reconvened after the SSSPA meeting adjourns.**
7. **Severn Sound Source Protection Authority Meeting**

8. **Reconvene the SSEA Quarterly Meeting**  
Recommended: **That the Fourth Quarter SSEA Joint Services Board Meeting reconvene.**
9. **Fourth Quarterly Financial reports for 2013**
  - i) Recommended: **That the Fourth Quarterly Balance Sheet be received and approved.**
  - ii) Recommended: **That the Fourth Quarterly SSEA Statement of Operations be received and approved.**
  - iii) Recommended: **That the Fourth Quarterly SSEA Financial Report be received and approved.**
  - iv) Recommended: **That the Fourth Quarterly Report of Confirmation of Accounts be approved and confirmed as paid.**
  - v) Recommended: **That the Fourth Quarterly Report of Deferred Revenue be received and approved**
  - vi) Recommended: **That the Fourth Quarterly Report Forecast of Revenues Report be accepted for information.**
10. **2014 SSEA Budget**
11. **SSEA Strategic Planning - Keith**
12. **Other Business**
  - SSEA and Town of Midland Relationship and Costs verbal update
  - Update report on Option 2 for municipal funding presentations.
13. **Next Meeting April 17, 2014 Town of Midland Council Chambers**
13. **Adjournment.**

### SSEA Statement of Operations

As of December 31, 2013

|   | 2013<br>APPROVED<br>BUDGET | 2013<br>YTD<br>TO December | 2012<br>YTD<br>to December |
|---|----------------------------|----------------------------|----------------------------|
| <b>Revenue</b>  |                            |                            |                            |
| Federal Grants  |                            | 12,448                     | 4,209                      |
| Municipal Grants  | 507,722                    | 418,277                    | 360,012                    |
| Provincial Grants                                       | 30,000                     | 17,022                     | 36,177                     |
| Community and Private Donations                         | 16,942                     | 19,007                     | 20,433                     |
| Projects and Recoveries                                 | 121,000                    | 96,779                     | 45,538                     |
| Funding from Conservation Authority                     | 158,817                    | 228,754                    | 242,018                    |
| Interest  |                            | 713                        | 606                        |
| <b>Total Revenues</b>                                   | <b>834,481</b>             | <b>793,000</b>             | <b>708,993</b>             |
| <b>Expenditures</b>                                     |                            |                            |                            |
| Salaries  | 671,780                    | 426,589                    | 393,492                    |
| Benefits  |                            | 97,706                     | 93,435                     |
| Materials and Office Expenses                           | 25,000                     | 31,812                     | 50,956                     |
| Contracted Services                                     | 24,000                     | 103,517                    | 133,521                    |
| Rents and Financial Expenses                            | 33,914                     | 29,437                     | 30,504                     |
| Amortization of Tangible Capital Assets                 |                            |                            | 9,810                      |
| <b>Total Expenditures</b>                               | <b>754,694</b>             | <b>689,061</b>             | <b>711,718</b>             |
| <b>Annual Surplus (Deficit)</b>                         | <b>79,787</b>              | <b>103,939</b>             | <b>(2,725)</b>             |
| <b>Accumulated Surplus (Deficit), beginning of year</b> |                            | <b>(329,385)</b>           | <b>(306,012)</b>           |
| <b>Prior Period Adjustment</b>                          |                            |                            | <b>(20,651)</b>            |
| <b>Accumulated deficit, end of year</b>                 |                            | <b>(225,446)</b>           | <b>(329,388)</b>           |

## SSEA Balance Sheet Report

As of December 31, 2013

|  | 2013<br>YTD<br>TO December | 2012<br>YTD<br>to December |
|--|----------------------------|----------------------------|
| <b>FINANCIAL ASSETS</b>                  |                            |                            |
| Accounts Receivable                      | 201,393                    | 149,255                    |
| Due from Related Parties                 |                            |                            |
| <b>Total Financial Assets</b>            | <b>201,393</b>             | <b>149,255</b>             |
|  |                            |                            |
| <b>LIABILITIES</b>                       |                            |                            |
| Accounts Payable and Accrued Liabilities | 1,661                      | 29,012                     |
| Due to Related Parties                   | 231,297                    | 301,563                    |
| Deferred Revenue                         | 131,885                    | 86,172                     |
| Employee Future benefits                 | 77,905                     | 77,905                     |
| <b>Total Financial Liabilities</b>       | <b>442,748</b>             | <b>494,652</b>             |
|  |                            |                            |
| <b>Net Financial Assets (Debt)</b>       | <b>(241,355)</b>           | <b>(345,397)</b>           |
|  |                            |                            |
| <b>NON FINANCIAL ASSETS</b>              |                            |                            |
| Tangible Capital Assets                  | 14,107                     | 14,107                     |
| Prepaid Expenses                         | 1,804                      | 1,905                      |
| <b>Total Non Financial Assets</b>        | <b>15,911</b>              | <b>16,012</b>              |
|  |                            |                            |
| <b>Accumulated Surplus (Deficit)</b>     | <b>(225,444)</b>           | <b>(329,385)</b>           |

## SSEA Financial Report

As of December 31, 2013

|  | 2013<br>YTD<br>TO December | 2013<br>ANNUAL<br>BUDGET | \$<br>BUDGET<br>VARIANCE | %<br>BUDGET<br>VARIANCE | 2012<br>YTD<br>ACTUALS |
|--|----------------------------|--------------------------|--------------------------|-------------------------|------------------------|
| 9 SEVERN SOUND                               |                            |                          |                          |                         |                        |
| 92 SEVERN SOUND ENV ASSOC                    |                            |                          |                          |                         |                        |
| 990 SEVERN SOUND ENV ASSOC                   |                            |                          |                          |                         |                        |
| <b>9000 REVENUE</b>                          |                            |                          |                          |                         |                        |
| 0220 LSRCA - LK SMCO CONSRVTN AUTH           |                            |                          |                          |                         | (30,000.00)            |
| 0221 ONTARIO SPECIFIC GRANTS                 |                            | (30,000)                 | <b>(30,000.00)</b>       | 100.00%                 |                        |
| 0282 CONTR-MUNICIPALITIES                    | (340,865.00)               | (340,865)                |                          |                         | (310,864.00)           |
| 0283 COMMUNITY/PRIVATE                       | (2,754.00)                 | (4,000)                  | <b>(1,246.00)</b>        | 31.15%                  | (2,092.00)             |
| 0284 PROJECTS                                | (32,048.47)                | (20,000)                 | <b>12,048.47</b>         | (60.24%)                | (8,126.75)             |
| 0316 COST RECOVERIES                         | (43,878.04)                | (40,000)                 | <b>3,878.04</b>          | (9.70%)                 | (37,391.27)            |
| 0322 RECOVERIES                              | (20,853.04)                |                          | <b>20,853.04</b>         |                         |                        |
| 0631 INTEREST INCOME                         | (713.13)                   |                          | <b>713.13</b>            |                         | (605.66)               |
| 0671 SALE OF PUBLICATIONS                    |                            |                          |                          |                         | (20.00)                |
| 0910 BILLABLE HOURS REVENUE                  |                            |                          |                          |                         |                        |
| <b>Total 9000 REVENUE</b>                    | <b>(441,111.68)</b>        | <b>(434,865)</b>         | <b>6,246.68</b>          | <b>(1.44%)</b>          | <b>(389,099.68)</b>    |
| <b>9010 UNDISTRIBUTED PAYROLL EXPENSE</b>    |                            |                          |                          |                         |                        |
| 0910 BILLABLE HOURS REVENUE                  | (92,917.32)                |                          | <b>92,917.32</b>         |                         |                        |
| 1110 DISTRIBUTED LABOUR                      | (357,840.72)               |                          | <b>357,840.72</b>        |                         | (346,792.12)           |
| 1120 FULL TIME SALARIES                      | 366,712.29                 | 62,000                   | <b>(304,712.29)</b>      | (491.47%)               | 319,193.78             |
| 1130 PART TIME SALARIES                      | 46,003.05                  |                          | <b>(46,003.05)</b>       |                         | 59,351.79              |
| 1135 STUDENT SALARIES                        | 13,873.61                  |                          | <b>(13,873.61)</b>       |                         | 14,944.84              |
| 1210 DISTRIBUTED BENEFITS                    | (68,339.46)                |                          | <b>68,339.46</b>         |                         | (79,594.29)            |
| 1219 PAYROLL BENEFITS                        | 97,706.67                  |                          | <b>(97,706.67)</b>       |                         | 84,947.42              |
| <b>Total 9010 UNDISTRIBUTED PAYROLL EXPE</b> | <b>5,198.12</b>            | <b>62,000</b>            | <b>56,801.88</b>         | <b>91.62%</b>           | <b>52,051.42</b>       |
| <b>9020 OVERALL COORDINATION</b>             |                            |                          |                          |                         |                        |
| 1110 DISTRIBUTED LABOUR                      | 62,502.59                  | 69,700                   | <b>7,197.41</b>          | 10.33%                  | 68,000.00              |
| 1210 DISTRIBUTED BENEFITS                    | 4,978.00                   |                          | <b>(4,978.00)</b>        |                         |                        |
| <b>Total 9020 OVERALL COORDINATION</b>       | <b>67,480.59</b>           | <b>69,700</b>            | <b>2,219.41</b>          | <b>3.18%</b>            | <b>68,000.00</b>       |
| <b>9030 ADMINISTRATION</b>                   |                            |                          |                          |                         |                        |
| 1110 DISTRIBUTED LABOUR                      | 40,100.39                  | 61,425                   | <b>21,324.61</b>         | 34.72%                  | 45,688.06              |
| 1210 DISTRIBUTED BENEFITS                    | 17,833.97                  |                          | <b>(17,833.97)</b>       |                         | 19,315.24              |
| 2110 AUDIT FEES                              | 5,902.94                   | 6,500                    | <b>597.06</b>            | 9.19%                   | 9,504.00               |
| 2111 ADMIN FEES                              | 4,308.45                   | 4,500                    | <b>191.55</b>            | 4.26%                   | 4,110.36               |
| 2120 LEGAL FEES                              |                            | 3,414                    | <b>3,414.00</b>          | 100.00%                 | 152.64                 |
| 3005 INSURANCE                               | 6,416.28                   | 7,000                    | <b>583.72</b>            | 8.34%                   | 4,467.56               |
| 3020 MEETING EXPENSES                        | 1,007.53                   | 1,500                    | <b>492.47</b>            | 32.83%                  | 1,494.31               |
| 3022 MILEAGE                                 | 461.91                     | 3,000                    | <b>2,538.09</b>          | 84.60%                  | 1,163.87               |
| 3025 CONFERENCES                             | 1,488.41                   | 3,000                    | <b>1,511.59</b>          | 50.39%                  | 2,695.53               |
| 3030 TRAINING                                | 356.16                     |                          | <b>(356.16)</b>          |                         |                        |
| 3036 SUBSCRIPTIONS & PUBLICATIONS            | 48.34                      |                          | <b>(48.34)</b>           |                         | 923.48                 |
| 3040 MEMBERSHIPS & DUES                      | 835.92                     |                          | <b>(835.92)</b>          |                         |                        |
| 3050 OFFICE SUPPLIES                         | 6,084.60                   | 11,500                   | <b>5,415.40</b>          | 47.09%                  | 941.90                 |
| 3053 PRINTING                                | 79.88                      | 100                      | <b>20.12</b>             | 20.12%                  |                        |
| 3060 COPIER COSTS                            | 12.08                      |                          | <b>(12.08)</b>           |                         | 40.28                  |

## SSEA Financial Report

As of December 31, 2013

|  | 2013<br>YTD<br>TO December | 2013<br>ANNUAL<br>BUDGET | \$<br>BUDGET<br>VARIANCE | %<br>BUDGET<br>VARIANCE | 2012<br>YTD<br>ACTUALS |
|--|----------------------------|--------------------------|--------------------------|-------------------------|------------------------|
| 3070 POSTAGE & SHIPPING                        | 1,053.29                   | 900                      | (153.29)                 | (17.03%)                | 797.52                 |
| 3075 TELEPHONE                                 | 2,178.53                   | 2,500                    | 321.47                   | 12.86%                  | 2,095.90               |
| 3080 INTERNET/ ITC                             | 714.28                     |                          | (714.28)                 |                         | 696.84                 |
| 3202 SUPPLIES & TOOLS                          | 2,277.89                   |                          | (2,277.89)               |                         | 6,627.78               |
| 3204 SUPPLIES - HEALTH & SAFETY                | 1,249.75                   | 1,500                    | 250.25                   | 16.68%                  | 1,442.79               |
| 3490 FACILITY RENTAL                           | 11,904.56                  | 12,500                   | 595.44                   | 4.76%                   | 9,465.41               |
| 3630 UNLEADED GAS                              |                            | 1,000                    | 1,000.00                 | 100.00%                 | 241.48                 |
| 4110 BANK INTEREST                             | 499.03                     |                          | (499.03)                 |                         | 2,804.01               |
| <b>Total 9030 ADMINISTRATION</b>               | <b>104,814.19</b>          | <b>120,339</b>           | <b>15,524.81</b>         | <b>12.90%</b>           | <b>114,668.96</b>      |
| 9106 GIS BASE COVERAGES                        |                            |                          |                          |                         |                        |
| 1110 DISTRIBUTED LABOUR                        | 35,164.91                  | 56,625                   | 21,460.09                | 37.90%                  | 50,639.08              |
| 1210 DISTRIBUTED BENEFITS                      | 14,065.97                  |                          | (14,065.97)              |                         | 14,359.63              |
| <b>Total 9106 GIS BASE COVERAGES</b>           | <b>49,230.88</b>           | <b>56,625</b>            | <b>7,394.12</b>          | <b>13.06%</b>           | <b>64,998.71</b>       |
| 9204 REQUESTS AND REVIEWS                      |                            |                          |                          |                         |                        |
| 1110 DISTRIBUTED LABOUR                        | 9,923.53                   | 20,000                   | 10,076.47                | 50.38%                  | 12,209.64              |
| 1210 DISTRIBUTED BENEFITS                      | 5,721.36                   |                          | (5,721.36)               |                         | 5,787.85               |
| <b>Total 9204 REQUESTS AND REVIEWS</b>         | <b>15,644.89</b>           | <b>20,000</b>            | <b>4,355.11</b>          | <b>21.78%</b>           | <b>17,997.49</b>       |
| 9403 RURAL PROGRAMS                            |                            |                          |                          |                         |                        |
| 1110 DISTRIBUTED LABOUR                        | 4,018.73                   | 7,000                    | 2,981.27                 | 42.59%                  | 6,570.54               |
| 1210 DISTRIBUTED BENEFITS                      | 2,007.47                   |                          | (2,007.47)               |                         | 3,931.58               |
| <b>Total 9403 RURAL PROGRAMS</b>               | <b>6,026.20</b>            | <b>7,000</b>             | <b>973.80</b>            | <b>13.91%</b>           | <b>10,502.12</b>       |
| 9531 MONITORING &SURVEILLANCE                  |                            |                          |                          |                         |                        |
| 1110 DISTRIBUTED LABOUR                        | 26,433.00                  | 38,000                   | 11,567.00                | 30.44%                  | 21,725.43              |
| 1210 DISTRIBUTED BENEFITS                      | 11,567.00                  |                          | (11,567.00)              |                         | 12,930.18              |
| <b>Total 9531 MONITORING &amp;SURVEILLANCE</b> | <b>38,000.00</b>           | <b>38,000</b>            |                          |                         | <b>34,655.61</b>       |
| 9535 MONITORING SUPPORT                        |                            |                          |                          |                         |                        |
| 2183 ZOOPLANKTON ANALYSIS                      |                            |                          |                          |                         | 3,375.00               |
| 2210 CONTRACTED SERVICE                        | 13,808.50                  | 14,000                   | 191.50                   | 1.37%                   | 10,579.95              |
| 3205 MATERIALS                                 |                            |                          |                          |                         | 83.09                  |
| <b>Total 9535 MONITORING SUPPORT</b>           | <b>13,808.50</b>           | <b>14,000</b>            | <b>191.50</b>            | <b>1.37%</b>            | <b>14,038.04</b>       |
| 9701 COMMUNICATIONS                            |                            |                          |                          |                         |                        |
| 1110 DISTRIBUTED LABOUR                        | 29,502.20                  | 32,000                   | 2,497.80                 | 7.81%                   | 24,000.00              |
| 1210 DISTRIBUTED BENEFITS                      | 4,425.32                   |                          | (4,425.32)               |                         |                        |
| <b>Total 9701 COMMUNICATIONS</b>               | <b>33,927.52</b>           | <b>32,000</b>            | <b>(1,927.52)</b>        | <b>(6.02%)</b>          | <b>24,000.00</b>       |
| 9999 PSAB ADJUSTMENTS                          |                            |                          |                          |                         |                        |
| 1219 PAYROLL BENEFITS                          |                            |                          |                          |                         | 8,485.00               |
| 3000 DEPRECIATION                              |                            |                          |                          |                         | 9,810.00               |
| <b>Total 9999 PSAB ADJUSTMENTS</b>             |                            |                          |                          |                         | <b>18,295.00</b>       |
| <b>Total 990 SEVERN SOUND ENV ASSOC</b>        | <b>(106,980.79)</b>        | <b>(15,201)</b>          | <b>91,779.79</b>         | <b>(603.77%)</b>        | <b>30,107.67</b>       |
| <b>Total 92 SEVERN SOUND ENV ASSOC</b>         | <b>(106,980.79)</b>        | <b>(15,201)</b>          | <b>91,779.79</b>         | <b>(603.77%)</b>        | <b>30,107.67</b>       |
| 94 SSEA IMPLEMENTATION PROJECTS                |                            |                          |                          |                         |                        |
| 990 SEVERN SOUND ENV ASSOC                     |                            |                          |                          |                         |                        |
| 9805 PENETANG CONST.WETLAND                    |                            |                          |                          |                         |                        |
| 0283 COMMUNITY/PRIVATE                         |                            |                          |                          |                         | (233.05)               |

## SSEA Financial Report

As of December 31, 2013

|   | 2013<br>YTD<br>TO December | 2013<br>ANNUAL<br>BUDGET | \$<br>BUDGET<br>VARIANCE | %<br>BUDGET<br>VARIANCE | 2012<br>YTD<br>ACTUALS |
|---|----------------------------|--------------------------|--------------------------|-------------------------|------------------------|
| 2210 CONTRACTED SERVICE                     |                            |                          |                          |                         | 192.33                 |
| 3630 UNLEADED GAS                           |                            |                          |                          |                         | 40.72                  |
| <b>Total 9805 PENETANG CONST.WETLAND</b>    |                            |                          |                          |                         |                        |
| <b>9813 HONEY HARBOUR SURVEY</b>            |                            |                          |                          |                         |                        |
| 0230 PROV MINISTRY GRANT                    | (8,000.00)                 |                          | <b>8,000.00</b>          |                         |                        |
| 0282 CONTR-MUNICIPALITIES                   | (13,312.18)                | (10,000)                 | <b>3,312.18</b>          | (33.12%)                | (21,263.16)            |
| 1110 DISTRIBUTED LABOUR                     |                            |                          |                          |                         | 5,000.00               |
| 2183 ZOOPLANKTON ANALYSIS                   |                            |                          |                          |                         | 3,996.00               |
| 2210 CONTRACTED SERVICE                     | 22,858.25                  | 10,000                   | <b>(12,858.25)</b>       | (128.58%)               | 12,267.16              |
| <b>Total 9813 HONEY HARBOUR SURVEY</b>      | <b>1,546.07</b>            |                          | <b>(1,546.07)</b>        |                         |                        |
| <b>9818 WETLANDS EVALUATION PROJECT</b>     |                            |                          |                          |                         |                        |
| 0282 CONTR-MUNICIPALITIES                   | (3,889.35)                 |                          | <b>3,889.35</b>          |                         | (3,694.26)             |
| 0283 COMMUNITY/PRIVATE                      |                            |                          |                          |                         | (900.00)               |
| 1110 DISTRIBUTED LABOUR                     | 2,858.38                   | 5,723                    | <b>2,864.62</b>          | 50.05%                  | 3,549.53               |
| 1210 DISTRIBUTED BENEFITS                   | 1,030.97                   |                          | <b>(1,030.97)</b>        |                         | 1,006.56               |
| 3202 SUPPLIES & TOOLS                       |                            |                          |                          |                         | 38.17                  |
| <b>Total 9818 WETLANDS EVALUATION PROJE</b> |                            | <b>5,723</b>             | <b>5,723.00</b>          | 100.00%                 |                        |
| <b>9820 BEACH MONITORING PROJECT</b>        |                            |                          |                          |                         |                        |
| 0282 CONTR-MUNICIPALITIES                   | (1,186.43)                 | (3,150)                  | <b>(1,963.57)</b>        | 62.34%                  |                        |
| 1110 DISTRIBUTED LABOUR                     |                            | 2,000                    | <b>2,000.00</b>          | 100.00%                 |                        |
| <b>Total 9820 BEACH MONITORING PROJECT</b>  | <b>(1,186.43)</b>          | <b>(1,150)</b>           | <b>36.43</b>             | (3.17%)                 |                        |
| <b>9822 NATURAL SHORELINES PROJECT</b>      |                            |                          |                          |                         |                        |
| 0230 PROV MINISTRY GRANT                    |                            |                          |                          |                         | (7,752.50)             |
| 0282 CONTR-MUNICIPALITIES                   |                            | (3,600)                  | <b>(3,600.00)</b>        | 100.00%                 |                        |
| 1110 DISTRIBUTED LABOUR                     |                            | 2,500                    | <b>2,500.00</b>          | 100.00%                 | 849.36                 |
| 1210 DISTRIBUTED BENEFITS                   |                            |                          |                          |                         | 339.74                 |
| 2210 CONTRACTED SERVICE                     |                            |                          |                          |                         | 203.52                 |
| <b>Total 9822 NATURAL SHORELINES PROJEC</b> |                            | <b>(1,100)</b>           | <b>(1,100.00)</b>        | 100.00%                 | <b>(6,359.88)</b>      |
| <b>9825 LAKE COUCHICHING PROJECT</b>        |                            |                          |                          |                         |                        |
| 0282 CONTR-MUNICIPALITIES                   | (31,424.62)                | (31,200)                 | <b>224.62</b>            | (0.72%)                 | (46.81)                |
| 1110 DISTRIBUTED LABOUR                     | 13,691.20                  | 25,000                   | <b>11,308.80</b>         | 45.24%                  |                        |
| 1210 DISTRIBUTED BENEFITS                   | 2,139.38                   |                          | <b>(2,139.38)</b>        |                         |                        |
| 2210 CONTRACTED SERVICE                     | 14,400.15                  |                          | <b>(14,400.15)</b>       |                         |                        |
| 3202 SUPPLIES & TOOLS                       | 563.07                     |                          | <b>(563.07)</b>          |                         | 46.81                  |
| 3630 UNLEADED GAS                           | 630.82                     |                          | <b>(630.82)</b>          |                         |                        |
| <b>Total 9825 LAKE COUCHICHING PROJECT</b>  |                            | <b>(6,200)</b>           | <b>(6,200.00)</b>        | 100.00%                 |                        |
| <b>9831 HEALTHY STREAMS PROJECT</b>         |                            |                          |                          |                         |                        |
| 0230 PROV MINISTRY GRANT                    |                            |                          |                          |                         | 2,225.50               |
| 3202 SUPPLIES & TOOLS                       |                            |                          |                          |                         | 4,245.15               |
| <b>Total 9831 HEALTHY STREAMS PROJECT</b>   |                            |                          |                          |                         | <b>6,470.65</b>        |
| <b>9834 PREWORK</b>                         |                            |                          |                          |                         |                        |
| 0230 PROV MINISTRY GRANT                    |                            |                          |                          |                         | (650.00)               |
| 0231 PROV GAS TAX FUNDING                   |                            |                          |                          |                         |                        |
| 0235 CONSERVATION AUTH REV-PROV             |                            |                          |                          |                         | (25,564.12)            |

## SSEA Financial Report

As of December 31, 2013

|   | 2013<br>YTD<br>TO December | 2013<br>ANNUAL<br>BUDGET | \$<br>BUDGET<br>VARIANCE | %<br>BUDGET<br>VARIANCE | 2012<br>YTD<br>ACTUALS |
|---|----------------------------|--------------------------|--------------------------|-------------------------|------------------------|
| 0261 FEDERAL GRANT                            |                            |                          |                          |                         | (2,309.00)             |
| 0282 CONTR-MUNICIPALITIES                     |                            |                          |                          |                         | (25.71)                |
| 0316 COST RECOVERIES                          |                            | (61,000)                 | <b>(61,000.00)</b>       | 100.00%                 |                        |
| 2210 CONTRACTED SERVICE                       |                            |                          |                          |                         |                        |
| 3022 MILEAGE                                  |                            |                          |                          |                         | 672.37                 |
| 3202 SUPPLIES & TOOLS                         |                            |                          |                          |                         | 1,063.33               |
| 3630 UNLEADED GAS                             |                            |                          |                          |                         | 2,545.76               |
| <b>Total 9834 PREWORK</b>                     |                            | (61,000)                 | <b>(61,000.00)</b>       | 100.00%                 | (24,267.37)            |
| 9836 RESERVOIR AREA PROJECT                   |                            |                          |                          |                         |                        |
| 0282 CONTR-MUNICIPALITIES                     |                            | (5,000)                  | <b>(5,000.00)</b>        | 100.00%                 |                        |
| <b>Total 9836 RESERVOIR AREA PROJECT</b>      |                            | (5,000)                  | <b>(5,000.00)</b>        | 100.00%                 |                        |
| 9838 FISH HABITAT PROJECT                     |                            |                          |                          |                         |                        |
| 0261 FEDERAL GRANT                            |                            |                          |                          |                         | (1,899.61)             |
| 1110 DISTRIBUTED LABOUR                       |                            |                          |                          |                         | 1,500.00               |
| 3202 SUPPLIES & TOOLS                         |                            |                          |                          |                         | 399.61                 |
| <b>Total 9838 FISH HABITAT PROJECT</b>        |                            |                          |                          |                         |                        |
| 9839 WELL SURVEY                              |                            |                          |                          |                         |                        |
| 0283 COMMUNITY/PRIVATE                        |                            |                          |                          |                         | (208.59)               |
| 1110 DISTRIBUTED LABOUR                       |                            |                          |                          |                         | 148.99                 |
| 1210 DISTRIBUTED BENEFITS                     |                            |                          |                          |                         | 59.60                  |
| <b>Total 9839 WELL SURVEY</b>                 |                            |                          |                          |                         |                        |
| 9844 TREE DISTRIBUTION PROJECT                |                            |                          |                          |                         |                        |
| 0283 COMMUNITY/PRIVATE                        | (12,253.03)                | (12,942)                 | <b>(688.97)</b>          | 5.32%                   | (12,031.29)            |
| 1110 DISTRIBUTED LABOUR                       | 4,391.82                   | 12,921                   | <b>8,529.18</b>          | 66.01%                  | 4,024.16               |
| 1210 DISTRIBUTED BENEFITS                     | 4.77                       |                          | <b>(4.77)</b>            |                         | 705.65                 |
| 2210 CONTRACTED SERVICE                       | 7,629.44                   |                          | <b>(7,629.44)</b>        |                         |                        |
| 3022 MILEAGE                                  | 114.91                     |                          | <b>(114.91)</b>          |                         | 248.83                 |
| 3075 TELEPHONE                                | 40.70                      |                          | <b>(40.70)</b>           |                         |                        |
| 3202 SUPPLIES & TOOLS                         | 9.10                       |                          | <b>(9.10)</b>            |                         | 6,151.21               |
| 3610 VEHICLE REPAIRS & MAINTENANCE            |                            |                          |                          |                         | 901.44                 |
| 3630 UNLEADED GAS                             | 62.29                      |                          | <b>(62.29)</b>           |                         |                        |
| <b>Total 9844 TREE DISTRIBUTION PROJECT</b>   |                            | (21)                     | <b>(21.00)</b>           | 100.00%                 |                        |
| 9851 WOODLAND EVALUATION                      |                            |                          |                          |                         |                        |
| 0282 CONTR-MUNICIPALITIES                     | (8,790.77)                 | (22,600)                 | <b>(13,809.23)</b>       | 61.10%                  |                        |
| 1110 DISTRIBUTED LABOUR                       | 3,330.47                   | 15,000                   | <b>11,669.53</b>         | 77.80%                  |                        |
| 1210 DISTRIBUTED BENEFITS                     | 1,332.18                   |                          | <b>(1,332.18)</b>        |                         |                        |
| 2210 CONTRACTED SERVICE                       | 3,224.77                   |                          | <b>(3,224.77)</b>        |                         |                        |
| <b>Total 9851 WOODLAND EVALUATION</b>         | (903.35)                   | (7,600)                  | <b>(6,696.65)</b>        | 88.11%                  |                        |
| 9852 VICTORIA HARBOUR STP SURVEY              |                            |                          |                          |                         |                        |
| 0283 COMMUNITY/PRIVATE                        |                            |                          |                          |                         | (4,967.50)             |
| <b>Total 9852 VICTORIA HARBOUR STP SURVEY</b> |                            |                          |                          |                         | (4,967.50)             |
| 9853 INLAND LAKES                             |                            |                          |                          |                         |                        |
| 0230 PROV MINISTRY GRANT                      | (300.00)                   |                          | <b>300.00</b>            |                         |                        |
| 0261 FEDERAL GRANT                            | (1,154.50)                 |                          | <b>1,154.50</b>          |                         |                        |



## SSEA Financial Report

As of December 31, 2013

|   | 2013<br>YTD<br>TO December | 2013<br>ANNUAL<br>BUDGET | \$<br>BUDGET<br>VARIANCE | %<br>BUDGET<br>VARIANCE | 2012<br>YTD<br>ACTUALS |
|---|----------------------------|--------------------------|--------------------------|-------------------------|------------------------|
| 0282 CONTR-MUNICIPALITIES                   | (2,400.00)                 | (2,700)                  | (300.00)                 | 11.11%                  | (24,118.08)            |
| 1110 DISTRIBUTED LABOUR                     |                            | 962                      | 962.00                   | 100.00%                 | 7,417.60               |
| 1210 DISTRIBUTED BENEFITS                   |                            |                          |                          |                         | 727.04                 |
| 2183 ZOOPLANKTON ANALYSIS                   |                            |                          |                          |                         | 5,677.50               |
| 2210 CONTRACTED SERVICE                     | 4,138.58                   |                          | (4,138.58)               |                         | 11,993.32              |
| 3202 SUPPLIES & TOOLS                       |                            |                          |                          |                         | 40.68                  |
| <b>Total 9853 INLAND LAKES</b>              | 284.08                     | (1,738)                  | (2,022.08)               | 116.35%                 | 1,738.06               |
| <b>9854 EARLY RESPONSE PROJECT</b>          |                            |                          |                          |                         |                        |
| 0231 PROV GAS TAX FUNDING                   |                            |                          |                          |                         |                        |
| 0235 CONSERVATION AUTH REV-PROV             | (20,818.63)                |                          | 20,818.63                |                         | (82,971.36)            |
| 2210 CONTRACTED SERVICE                     | 20,818.63                  |                          | (20,818.63)              |                         | 82,971.36              |
| <b>Total 9854 EARLY RESPONSE PROJECT</b>    |                            |                          |                          |                         |                        |
| <b>9855 ER PROMOTION PROJECT</b>            |                            |                          |                          |                         |                        |
| 0231 PROV GAS TAX FUNDING                   |                            |                          |                          |                         |                        |
| 0235 CONSERVATION AUTH REV-PROV             |                            |                          |                          |                         | (41,129.47)            |
| 1110 DISTRIBUTED LABOUR                     |                            |                          |                          |                         | 26,139.67              |
| 1210 DISTRIBUTED BENEFITS                   |                            |                          |                          |                         | 7,238.70               |
| 2210 CONTRACTED SERVICE                     |                            |                          |                          |                         | 106.55                 |
| 3022 MILEAGE                                |                            |                          |                          |                         | 151.12                 |
| 3070 POSTAGE & SHIPPING                     |                            |                          |                          |                         | 2.99                   |
| 3075 TELEPHONE                              |                            |                          |                          |                         | 1,885.79               |
| 3202 SUPPLIES & TOOLS                       |                            |                          |                          |                         | 1,849.65               |
| 3610 VEHICLE REPAIRS & MAINTENANCE          |                            |                          |                          |                         | 1,585.52               |
| 3630 UNLEADED GAS                           |                            |                          |                          |                         | 2,169.48               |
| <b>Total 9855 ER PROMOTION PROJECT</b>      |                            |                          |                          |                         |                        |
| <b>9856 SOURCE WATER IMPLEMENTATION</b>     |                            |                          |                          |                         |                        |
| 0231 PROV GAS TAX FUNDING                   |                            |                          |                          |                         |                        |
| 0235 CONSERVATION AUTH REV-PROV             | (207,934.63)               | (158,817)                | 49,117.63                | (30.93%)                | (92,353.92)            |
| 1110 DISTRIBUTED LABOUR                     |                            | 158,817                  | 158,817.00               | 100.00%                 | 69,330.06              |
| 1210 DISTRIBUTED BENEFITS                   |                            |                          |                          |                         | 13,192.52              |
| 2140 BILLABLE HOURS EXPENSES                | 204,061.10                 |                          | (204,061.10)             |                         |                        |
| 2210 CONTRACTED SERVICE                     | 1,502.51                   |                          | (1,502.51)               |                         | 2,158.08               |
| 3022 MILEAGE                                | 860.29                     |                          | (860.29)                 |                         | 781.25                 |
| 3025 CONFERENCES                            |                            |                          |                          |                         |                        |
| 3202 SUPPLIES & TOOLS                       | 1,510.73                   |                          | (1,510.73)               |                         | 3,579.14               |
| 3610 VEHICLE REPAIRS & MAINTENANCE          |                            |                          |                          |                         | 1,151.44               |
| 3630 UNLEADED GAS                           |                            |                          |                          |                         | 2,161.43               |
| <b>Total 9856 SOURCE WATER IMPLEMENTATI</b> |                            |                          |                          |                         |                        |
| <b>9857 HABITAT RESTORATION PROJECT</b>     |                            |                          |                          |                         |                        |
| 0261 FEDERAL GRANT                          | (11,292.58)                |                          | 11,292.58                |                         |                        |
| 1110 DISTRIBUTED LABOUR                     |                            | 15,500                   | 15,500.00                | 100.00%                 |                        |
| 2210 CONTRACTED SERVICE                     | 10,562.51                  |                          | (10,562.51)              |                         |                        |
| 3202 SUPPLIES & TOOLS                       | 656.63                     |                          | (656.63)                 |                         |                        |
| 3630 UNLEADED GAS                           | 73.44                      |                          | (73.44)                  |                         |                        |

SSEA Financial Report

As of December 31, 2013

|  | 2013<br>YTD<br>TO December | 2013<br>ANNUAL<br>BUDGET | \$<br>BUDGET<br>VARIANCE | %<br>BUDGET<br>VARIANCE | 2012<br>YTD<br>ACTUALS |
|--|----------------------------|--------------------------|--------------------------|-------------------------|------------------------|
| <b>Total 9857 HABITAT RESTORATION PROJEC</b> |                            | 15,500                   | <b>15,500.00</b>         | 100.00%                 |                        |
| <b>9858 RMO PROJECT</b>                      |                            |                          |                          |                         |                        |
| 0282 CONTR-MUNICIPALITIES                    | (16,408.66)                | (84,607)                 | <b>(68,198.34)</b>       | 80.61%                  |                        |
| 1110 DISTRIBUTED LABOUR                      | 7,051.20                   | 84,607                   | <b>77,555.80</b>         | 91.67%                  |                        |
| 1210 DISTRIBUTED BENEFITS                    | 1,684.48                   |                          | <b>(1,684.48)</b>        |                         |                        |
| 3075 TELEPHONE                               | 108.88                     |                          | <b>(108.88)</b>          |                         |                        |
| 3202 SUPPLIES & TOOLS                        | 633.05                     |                          | <b>(633.05)</b>          |                         |                        |
| 3610 VEHICLE REPAIRS & MAINTENANCE           | 4,415.70                   |                          | <b>(4,415.70)</b>        |                         |                        |
| 3630 UNLEADED GAS                            | 2,515.35                   |                          | <b>(2,515.35)</b>        |                         |                        |
| <b>Total 9858 RMO PROJECT</b>                |                            |                          |                          |                         |                        |
| <b>9859 STREAM RESTORATION PROJECT</b>       |                            |                          |                          |                         |                        |
| 0230 PROV MINISTRY GRANT                     | (8,722.00)                 |                          | <b>8,722.00</b>          |                         |                        |
| 0282 CONTR-MUNICIPALITIES                    |                            | (4,000)                  | <b>(4,000.00)</b>        | 100.00%                 |                        |
| 0283 COMMUNITY/PRIVATE                       | (4,000.00)                 |                          | <b>4,000.00</b>          |                         |                        |
| 1110 DISTRIBUTED LABOUR                      | 7,728.52                   | 2,000                    | <b>(5,728.52)</b>        | (286.43%)               |                        |
| 1210 DISTRIBUTED BENEFITS                    | 1,548.59                   |                          | <b>(1,548.59)</b>        |                         |                        |
| 2110 AUDIT FEES                              | 77.50                      |                          | <b>(77.50)</b>           |                         |                        |
| 2111 ADMIN FEES                              | 77.50                      |                          | <b>(77.50)</b>           |                         |                        |
| 2210 CONTRACTED SERVICE                      | 4,572.07                   |                          | <b>(4,572.07)</b>        |                         |                        |
| 3075 TELEPHONE                               | 101.00                     |                          | <b>(101.00)</b>          |                         |                        |
| 3202 SUPPLIES & TOOLS                        | 1,666.77                   |                          | <b>(1,666.77)</b>        |                         |                        |
| 3490 FACILITY RENTAL                         | 250.00                     |                          | <b>(250.00)</b>          |                         |                        |
| <b>Total 9859 STREAM RESTORATION PROJEC</b>  | 3,299.95                   | (2,000)                  | <b>(5,299.95)</b>        | 265.00%                 |                        |
| <b>Total 990 SEVERN SOUND ENV ASSOC</b>      | 3,040.32                   | (64,586)                 | <b>(67,626.32)</b>       | 104.71%                 | (27,386.04)            |
| <b>Total 94 SSEA IMPLEMENTATION PROJECTS</b> | 3,040.32                   | (64,586)                 | <b>(67,626.32)</b>       | 104.71%                 | (27,386.04)            |
| <b>Total 9 SEVERN SOUND</b>                  | (103,940.47)               | (79,787)                 | <b>24,153.47</b>         | (30.27%)                | 2,721.63               |
| <b>Total</b>                                 | (103,940.47)               | (79,787)                 | <b>24,153.47</b>         | (30.27%)                | 2,721.63               |

**Severn Sound Environmental Association  
Revenues Budget 2013  
as of December 31, 2013**

|                            | 2013<br>Budget | Collected<br>or Invoiced<br>to Date | Remaining   |
|----------------------------|----------------|-------------------------------------|-------------|
| Georgian Bay               | 29,481         | 29,481.00                           | \$0         |
| Midland                    | 44,115         | 44,115.00                           | (\$0)       |
| Orillia                    | 28,625         | 28,625.00                           | (\$0)       |
| Oro-Medonte                | 38,598         | 38,598.00                           | \$0         |
| Penetanguishene            | 33,981         | 33,981.00                           | \$0         |
| Severn                     | 33,430         | 33,430.00                           | (\$0)       |
| Springwater                | 29,946         | 29,946.00                           | (\$0)       |
| Tay                        | 39,222         | 39,222.00                           | \$0         |
| Tiny                       | 63,467         | 63,467.00                           | (\$0)       |
| Municipal sub-total(2)     | 340,865        | 340,865.00                          | (\$0)       |
| Community/Private          | 4,000          | 2,754.00                            | \$1,246     |
| Projects (3)               | 20,000         | 32,048.47                           | (\$12,048)  |
| Cost Recoveries (4)        | 40,000         | 43,878.04                           | (\$3,878)   |
| Ontario Specific Grants(5) | 30,000         | 0.00                                | \$30,000    |
| Recoveries (6)             |                | 20,853.04                           | (\$14,801)  |
| Interest Income            |                | 435.57                              | (\$436)     |
| <b>TOTAL REVENUES</b>      | <b>434,865</b> | <b>440,834.12</b>                   | <b>\$83</b> |
| Special Projects (7)       | 155,211        |                                     |             |

(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

(6) Prior year Surplus/(deficit) amount

(7) Special Projects Salary & Benefits to SSEA

NOTE: SUBJECT TO ADJUSTMENT WITH YEAR-END COMPLETION  
BY TOWN OF MIDLAND

**Severn Sound Environmental Association  
Budget Expenditures 2013  
as of December 31, 2013**

| <b>Deliverable</b>                             | <b>2013 Total Budget</b> | <b>2013 To Date</b> | <b>Balance</b>   |
|--|--------------------------|---------------------|------------------|
| <b>Administration</b>                          |                          |                     |                  |
| Treasurer expense                              | \$4,500                  | \$4,308.45          | 191.55           |
| Legal fees                                     | \$3,414                  | \$0.00              | 3,414.00         |
| Audit fees                                     | \$6,500                  | \$5,902.94          | 597.06           |
| Insurance                                      | \$7,000                  | \$6,416.28          | 583.72           |
| Meeting expense                                | \$1,500                  | \$1,707.53          | -207.53          |
| Mileage  | \$3,000                  | \$461.91            | 2,538.09         |
| Conference expense                             | \$3,000                  | \$1,488.41          | 1,511.59         |
| Office Supplies & equip. (3040,3060,3080,3202) | \$11,500                 | \$3,840.17          | 7,659.83         |
| Printing&Copying                               | \$100                    | \$79.88             | 20.12            |
| Postage and Shipping                           | \$900                    | \$1,053.29          | -153.29          |
| Phones   | \$2,500                  | \$2,178.53          | 321.47           |
| Space rental                                   | \$12,500                 | \$11,904.56         | 595.44           |
| SSEA Vehicle                                   | \$1,000                  | \$0.00              | 1,000.00         |
| Sampling contracts (sampling boat & analy      | \$14,000                 | \$13,808.50         | 191.50           |
| Health and Safety                              | \$1,500                  | \$1,249.75          | 250.25           |
| Interest                                       |                          | \$499.03            |                  |
| <b>Sub total:</b>                              | <b>\$72,914</b>          | <b>\$54,899.23</b>  | <b>18,513.80</b> |
| <b>Salaries &amp; Benefits</b>                 |                          |                     |                  |
| Undistributed Salaries & Benefits              | \$62,000                 | \$5,198.12          | 56,801.88        |
| Overall Coordination                           | \$69,700                 | \$67,480.59         | 2,219.41         |
| Office administration                          | \$61,425                 | \$57,934.36         | 3,490.64         |
| Database Maintenance                           | \$56,625                 | \$49,230.88         | 7,394.12         |
| Natural Heritage & plan review                 | \$20,000                 | \$15,644.89         | 4,355.11         |
| Monitoring & Surveillance                      | \$38,000                 | \$38,000.00         | 0.00             |
| Rural Programs                                 | \$7,000                  | \$6,026.20          | 973.80           |
| Water Scientist                                | \$32,000                 | \$33,927.52         | -1,927.52        |
| <b>Sub total:</b>                              | <b>\$346,750</b>         | <b>\$273,442.56</b> | <b>73,307.44</b> |
| <b>Total (not incl. special projects):</b>     | <b>\$419,664</b>         | <b>\$328,341.79</b> | <b>91,821.24</b> |

**FINANCIAL SUMMARY FOR 2013**

|                        | <b>Budget</b>   | <b>Actual</b>       | <b>Remaining</b>  |
|------------------------|-----------------|---------------------|-------------------|
| <b>Revenues</b>        | \$434,865       | \$440,834.12        | -5,969.42         |
| <b>Expenditures</b>    | \$419,664       | \$328,341.79        | 91,322.21         |
| <b>Balance to date</b> | <b>\$15,201</b> | <b>\$112,492.33</b> | <b>-97,291.63</b> |

|  |                  |                     |                   |
|--|------------------|---------------------|-------------------|
| <b>Special Projects (Salaries &amp; benefits only)</b> | \$155,211        | \$108,744.84        | 46,466.16         |
| <b>Operational Salaries and Benefits</b>               | \$346,750        | \$273,442.56        | 73,307.44         |
| <b>Total Salaries &amp; benefits:</b>                  | <b>\$501,961</b> | <b>\$382,187.40</b> | <b>119,773.60</b> |

NOTE: SUBJECT TO ADJUSTMENT WITH YEAR-END COMPLETION  
BY TOWN OF MIDLAND



| <b>Severn Sound Environmental Association</b> |                                   |                                     |                     |                    |                        |  |                         |
|---|-----------------------------------|-------------------------------------|---------------------|--------------------|------------------------|--|-------------------------|
| <b>2013 4TH QUARTER</b>                       |                                   |                                     |                     |                    |                        | THESE 2 COLUMNS ARE A BREAKDOWN OF THE CLOSING BALANCE |                         |
| <b>2013 PER GL</b>                            |                                   |                                     |                     |                    |                        | <b>CLOSING BALANCE DETAILS</b>                         |                         |
| <b>Project</b>                                | <b>OPENING BALANCE @ 12/31/12</b> | <b>FUNDS RECEIVED OR RECEIVABLE</b> | <b>EXPENDITURES</b> | <b>ADJUSTMENTS</b> | <b>CLOSING BALANCE</b> | <b>DEBIT BALANCE</b>                                   | <b>DEFERRED REVENUE</b> |
| 802 - Ground Water Project                    | (1,998.90)                        |                                     |                     |                    | <b>(1,998.90)</b>      |  | 1,998.90                |
| 805 - Penetang Const Wetland                  | (4,133.16)                        |                                     |                     |                    | <b>(4,133.16)</b>      |  | 4,133.16                |
| 813 - Honey Harbour Survey                    | (92.18)                           | (21,220.00)                         | 22,858.25           |                    | <b>1,546.07</b>        | 1,546.07   |                         |
| 818 - Wetlands Evaluation Pro                 | (5,723.20)                        |                                     | 3,889.35            |                    | <b>(1,833.85)</b>      |  | 1,833.85                |
| 820 - Beach Monitoring                        | 1,186.43                          | (1,963.57)                          |                     |                    | <b>(777.14)</b>        |  | 777.14                  |
| 822 - Natural Shorelines Project              | 717.62                            |                                     |                     |                    | <b>717.62</b>          | 717.62   |                         |
| 825 - Lake Couchiching Project                | (1,647.95)                        | (39,960.00)                         | 31,424.62           |                    | <b>(10,183.33)</b>     |  | 10,183.33               |
| 837 - Sustainability Plan                     | 0.00                              |                                     |                     |                    | <b>0.00</b>            | 0.00   |                         |
| 838 - Fish Habitat Project                    | (2,019.49)                        |                                     |                     |                    | <b>(2,019.49)</b>      |  | 2,019.49                |
| 841 - SWP Risk Assessment                     | -                                 |                                     |                     |                    | <b>-</b>               |  |                         |
| 842 - Penetang Harbour Survey                 | -                                 |                                     |                     |                    | <b>-</b>               |  |                         |
| 844 - Tree Distribution Project               | (22,930.29)                       | (13,291.07)                         | 12,253.03           | 1,038.04           | <b>(22,930.29)</b>     |  | 22,930.29               |
| 846 - Early Action Project                    | 0.00                              |                                     |                     |                    | <b>0.00</b>            | 0.00   |                         |
| 847 - Stewardship Project                     | -                                 |                                     |                     |                    | <b>-</b>               |  |                         |
| 850 - Little Lake Mgt Plan                    | (803.58)                          |                                     |                     |                    | <b>(803.58)</b>        |  | 803.58                  |
| 851 - Woodland Evaluation                     | 903.35                            | (27,200.00)                         | 7,887.42            |                    | <b>(18,409.23)</b>     |  | 18,409.23               |
| 852 - Victoria Harbour Survey                 | -                                 | (4,967.50)                          |                     | 4,967.50           | <b>-</b>               |  |                         |
| 853 - Inland Lakes                            | 1,738.06                          | (3,854.50)                          | 4,138.58            |                    | <b>2,022.14</b>        | 2,022.14   |                         |
| 854 - Early Response Project                  | (20,818.63)                       |                                     | 20,818.63           |                    | <b>-</b>               |  |                         |
| 855 - ER Promotion Project                    | -                                 |                                     |                     |                    | <b>-</b>               |  |                         |
| 856 - Source Water Implementation             | (945.41)                          | (209,514.47)                        | 207,934.63          |                    | <b>(2,525.25)</b>      |  | 2,525.25                |
| 857 - Habitat Restoration Project             | (15,500.00)                       |                                     | 11,292.58           |                    | <b>(4,207.42)</b>      |  | 4,207.42                |
| 858 - RMO Project                             | -                                 | (78,472.77)                         | 16,408.66           |                    | <b>(62,064.11)</b>     |  | 62,064.11               |
| 859 - Steam Restoration Project               |                                   | (12,722.00)                         | 16,021.95           |                    | <b>3,299.95</b>        | 3,299.95   |                         |
| <b>TOTALS</b>                                 | <b>(72,067.33)</b>                | <b>(413,165.88)</b>                 | <b>354,927.70</b>   | <b>6,005.54</b>    | <b>(124,299.97)</b>    | <b>7,585.78</b>  | <b>131,885.75</b>       |
| <b>INACTIVE PROJECTS REMOVED:</b>             |                                   |                                     |                     |                    |                        |  |                         |
| 801 - Observer Project                        | 10,425.05                         |                                     |                     |                    |                        |  |                         |
| 826 - Shore Watch Project                     | (385.07)                          |                                     |                     |                    |                        |  |                         |
| 831 - Healthy Streams Project                 | 19,971.29                         |                                     |                     |                    |                        |  |                         |
| 832 - GBI Habitat Project                     | 2,342.78                          |                                     |                     |                    |                        |  |                         |
| 833 - Flow Project                            | 20,448.55                         |                                     |                     |                    |                        |  |                         |
| 834 - Source Water Protection                 | 219,177.24                        |                                     |                     |                    |                        |  |                         |
| 835 - Lead Project                            | 2,008.89                          |                                     |                     |                    |                        |  |                         |
| 836 - Reservoir Area Project                  | 4,813.14                          |                                     |                     |                    |                        |  |                         |
| 839 - Well Aware Program                      | (8,908.45)                        |                                     |                     |                    |                        |  |                         |
| 840 - Municipal Pre-Screening                 | (0.36)                            |                                     |                     |                    |                        |  |                         |
| 845 - Planning Review Project                 | (265.48)                          |                                     |                     |                    |                        |  |                         |
|   | 269,627.58                        |                                     |                     |                    |                        |  |                         |
| <b>TOTAL @ 12/31/12</b>                       | <b>197,560.25</b>                 |                                     |                     |                    |                        |  |                         |

Forecast of Revenues for 2014 as of January 23, 2014  
 (projects are all proposed and will be added to deferred revenue as they are approved and confirmed)

| Project                      | Year    | Source    | 2014 SSEA Revenues |             |            |              | S&B   | Status |              |
|------------------------------|---------|-----------|--------------------|-------------|------------|--------------|-------|--------|--------------|
|                              |         |           | Request            | "Community" | "Projects" | "Recoveries" |       |        | "Cost Recov" |
| Sustainability               |         |           |                    |             |            |              |       |        |              |
| Sustainability Project       | 2014    |           |                    |             |            |              |       | C      |              |
| P-control                    |         |           |                    |             |            |              |       |        |              |
| EGB Monitoring Project       | 2014    | MOE       | 141995             |             | 14200      |              | 14200 | 113596 | C            |
| Simcoe Co. Env. Protection   | 2014    | Simcoe Co | 6000               |             | 600        |              | 600   | 4800   | P            |
| Shoreline nutrients          | 2014    | EC/Trent  | 3000               |             | 300        |              | 300   | 2400   | P            |
| Honey Harbour                | 2014    | GB Twp    | 12000              |             | 1200       |              |       |        | P            |
| Lake Couchiching Survey      | 2013/14 | Severn    | 2500               |             | 250        |              |       |        | C            |
| Habitat                      |         |           |                    |             |            |              |       |        |              |
| DFO Rehab                    | 2014    | DFO       | 5000               |             | 500        |              |       |        | P            |
| Coastal Habitat              | 2014    | EC/U of W | 122380             |             | 12238      |              | 12238 | 97904  | P            |
| Wetland Restoration          |         |           |                    |             |            |              |       |        |              |
| Wetland Evaluation           |         |           |                    |             |            |              | 2500  |        | C            |
| Natural Heritage- Tiny       | 2014    | Tiny      | 25000              |             | 2500       |              |       |        |              |
| Natural Shorelines           | 2014    |           |                    |             |            |              | 300   | 2400   | P            |
| EGB Wetland Collaborative    | 2014    | EC/DU     | 3000               |             | 300        |              |       |        |              |
| Stewardship                  |         |           |                    |             |            |              |       |        |              |
| EGB Stewardship              | 2014    | EC/SDSC   | 95000              |             | 9500       |              | 9500  | 76000  | P            |
| Shorewatch                   | 2014    | HCF       | 600                |             |            |              |       |        | P            |
| Stream Restoration Project   | 2013/14 | MNR       | 5000               |             |            |              |       |        | P            |
| Tree Planting                | 2014    | Simcoe Co | 2000               |             |            |              |       |        | P            |
| EnvironMerit                 | 2014    | EC/OSCIA  | 2500               |             |            | 2500         |       |        | P            |
| Tree Distribution            | 2014    | Land/SDSC | 12000              |             | 250        |              |       | 4000   | C            |
| Pollution Prevention         |         |           |                    |             |            |              |       |        |              |
| Source Protection            |         |           |                    |             |            |              |       |        |              |
| Well Aware                   | 2014    |           |                    |             |            |              |       |        | C            |
| Source Protection Plan Impl. | 2014-1  | LSRCA     | 50000              |             |            |              |       |        | P            |
|                              | 2014-2  | LSRCA     | 50000              |             |            |              |       |        | P            |
| Risk Management Services     | 2014    | Munic     | 91500              |             | 9150       |              | 9150  | 54500  | P            |
| Munic Implementation         | 2014    | Munic     |                    |             |            |              |       |        | P            |
| OGS mapping                  | 2014/15 | OGS       |                    |             |            |              |       |        |              |
| Planning                     |         |           |                    |             |            |              |       |        |              |
| Plan Review                  | 2014    | Munic     | 15000              |             | 1500       | 13500        |       |        | P            |
|                              | 2014    | Community | 500                | 500         |            |              |       |        |              |
| Monitoring                   |         |           |                    |             |            |              |       |        |              |
| PGMN                         | 2014    | MOE-EMRB  | 3000               |             |            |              |       |        |              |
| COA Monitoring               | 2013/14 | COA-MOE   | 2500               |             | 250        | 2250         |       |        | C            |
| Trib Fish Biomass            |         |           |                    |             |            |              |       |        |              |
| Sale of publications         | 2014    | Community | 200                | 200         |            |              |       |        |              |
| Fund Raising                 | 2014    | Community | 3300               | 3300        |            |              |       |        |              |
| Totals                       |         |           | 653975             | 4000        | 52738      | 18250        | 48788 | 355600 |              |
| Target                       |         |           |                    | 4000        | 20000      | 47500        | 25000 |        |              |

## Agency Acronyms

|            |  |
|------------|--|
| CFIP/CWIP  | MNR Community Fisheries/Community Wildlife Involvement Program   |
| COA-MNR    | Canada-Ontario Agreement - MNR                                   |
| COA-MOE    | Canada-Ontario Agreement - MOE                                   |
| County     | County of Simcoe   |
| CWS        | Environment Canada - Canadian Wildlife Service                   |
| DFO        | Department of Fisheries and Oceans                               |
| EC         | Environment Canada   |
| FCM        | Federation of Canadian Municipalities                            |
| GBINP      | Georgian Bay Islands National Park                               |
| GC         | Green Communities Foundation                                     |
| GLSF       | Environment Canada - Great Lakes Sustainability Fund             |
| HCF        | Huronian Communities Foundation                                  |
| LSRCA (CO) | Lake Simcoe Region Conservation Authority (Conservation Ontario) |
| MNR        | Ministry of Natural Resources                                    |
| MOE        | Ministry of the Environment                                      |
| NSCFDC     | North Simcoe Community Futures Development Centre                |
| NSSC/S-DSC | Simcoe Dufferin Stewardship Council                              |
| NSSCIA     | North Simcoe Soil and Crop Improvement Association               |
| OGS        | Ontario Geological Survey  |
| PC         | Parks Canada - Georgian Bay Islands National Park                |
| PC-TSW     | Parks Canada - Trent-Severn Waterway                             |
| SCCF       | Simcoe County Christian Farmers                                  |
| SCFA       | Simcoe County Federation of Agriculture                          |
| SMDHU      | Simcoe-Muskoka District Health Unit                              |
| Trillium   | Ontario Trillium Foundation                                      |
| U of W     | University of Windsor  |

**Severn Sound Environmental Association  
Revenues Budget 2014  
as of January 23, 2014**

|                        | 2014<br>Budget   | Collected<br>or Invoiced<br>to Date | Remaining        |
|------------------------|------------------|-------------------------------------|------------------|
| Georgian Bay           | \$34,864         | \$0                                 | \$34,864         |
| Midland                | \$53,101         | \$0                                 | \$53,101         |
| Orillia                | \$33,796         | \$0                                 | \$33,796         |
| Oro-Medonte            | \$46,226         | \$0                                 | \$46,226         |
| Penetanguishene        | \$40,472         | \$0                                 | \$40,472         |
| Severn                 | \$39,785         | \$0                                 | \$39,785         |
| Springwater            | \$35,443         | \$0                                 | \$35,443         |
| Tay                    | \$47,004         | \$0                                 | \$47,004         |
| Tiny                   | \$77,218         | \$0                                 | \$77,218         |
| Municipal sub-total(2) | \$407,909        | \$0                                 | \$407,909        |
| Community/Private      | \$4,000          | \$0                                 | \$4,000          |
| Projects (3)           | \$20,000         | \$0                                 | \$20,000         |
| Cost Recoveries (4)    | \$47,500         | \$0                                 | \$47,500         |
| Recoveries (5)         | \$25,000         | \$0                                 | \$25,000         |
| Interest Income        |                  |                                     |                  |
| <b>TOTAL REVENUES</b>  | <b>\$504,409</b> | <b>\$0</b>                          | <b>\$504,409</b> |
| Special Projects (6)   | \$155,211        |                                     |                  |

- (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) Prior year Surplus/(deficit) amount
- (6) Special Projects Salary & Benefits to SSEA



**Severn Sound Environmental Association  
Budget Expenditures 2014  
as at October 17, 2013**

| Deliverable                                   | 2014 Total<br>Budget | 2014<br>To Date | Balance          |
|---|----------------------|-----------------|------------------|
| <b>Administration</b>                         |                      |                 |                  |
| Treasurer expense                             | \$30,000             | \$0             | \$30,000         |
| Legal fees                                    | \$2,500              | \$0             | \$2,500          |
| Audit fees                                    | \$6,500              | \$0             | \$6,500          |
| Insurance                                     | \$7,000              | \$0             | \$7,000          |
| Meeting expense                               | \$1,000              | \$0             | \$1,000          |
| Travel expense                                | \$2,500              | \$0             | \$2,500          |
| Conference expense                            | \$3,000              | \$0             | \$3,000          |
| Membership Dues                               | \$1,000              | \$0             | \$1,000          |
| Office Supplies                               | \$5,500              | \$0             | \$5,500          |
| Printing                                      | \$100                | \$0             | \$100            |
| Copier costs                                  | \$25                 | \$0             | \$25             |
| Postage and Shipping                          | \$900                | \$0             | \$900            |
| Phones  | \$2,000              | \$0             | \$2,000          |
| Internet/IT                                   | \$700                | \$0             | \$700            |
| Supplies & Tools                              | \$4,875              | \$0             | \$4,875          |
| Supplies Health and Safety                    | \$1,250              | \$0             | \$1,250          |
| Space rental                                  | \$15,000             | \$0             | \$15,000         |
| SSEA Vehicle unleaded gas                     | \$2,000              | \$0             | \$2,000          |
| Sampling contracts (sampling boat & analyses) | \$15,000             | \$0             | \$15,000         |
| <b>Sub total:</b>                             | <b>\$100,850</b>     | <b>\$0</b>      | <b>\$100,850</b> |
| <b>Salaries &amp; Benefits</b>                |                      |                 |                  |
| Undistributed Salaries & Benefits             | \$21,341             | \$0             | \$21,341         |
| Overall Coordination                          | \$75,000             | \$0             | \$75,000         |
| Office administration                         | \$65,746             | \$0             | \$65,746         |
| Database Maintenance                          | \$64,120             | \$0             | \$64,120         |
| Natural Heritage & plan review                | \$27,771             | \$0             | \$27,771         |
| Rural Programs                                | \$8,058              | \$0             | \$8,058          |
| Monitoring & Surveillance                     | \$42,000             | \$0             | \$42,000         |
| Water Scientist                               | \$49,523             | \$0             | \$49,523         |
| <b>Sub total:</b>                             | <b>\$353,559</b>     | <b>\$0</b>      | <b>\$353,559</b> |
| <b>Total (not incl. special projects):</b>    | <b>\$454,409</b>     | <b>\$0</b>      | <b>\$454,409</b> |

**FINANCIAL SUMMARY FOR 2014**

|                 | Budget          | Actual     | Remaining       |
|-----------------|-----------------|------------|-----------------|
| Revenues        | \$504,409       | \$0        | \$504,409       |
| Expenditures    | \$454,409       | \$0        | \$454,409       |
| Balance to date | <b>\$50,000</b> | <b>\$0</b> | <b>\$50,000</b> |

|   |                  |     |                  |
|---|------------------|-----|------------------|
| Special Projects (Salaries & benefits only) | \$155,211        | \$0 | \$155,211        |
| Operational Salaries and Benefits           | \$353,559        | \$0 | \$353,559        |
| <b>Total Salaries &amp; benefits:</b>       | <b>\$508,770</b> |     | <b>\$508,770</b> |

## **SSEA staff salary budget for 2014**

January 23, 2014

The Town of Midland report to General Committee of October 15, 2013 recommended a 0% salary increase for 2014 in the Management/non-union staff category (which includes the SSEA).

### **Recommendation to SSEA Board:**

That staff salary budget be held at the 2013 rate for 2014 in accordance with the Town of Midland terms and conditions for a 0% salary increase in 2014.

**SSEA staff report on  
The Memorandum of Understanding (MOU) between the Township of  
Oro-Medonte, NVCA and SSEA**

January 23, 2014  
Prepared by Keith Sherman

Purpose of Staff Report:

The purpose of this Staff Report is to ask for formal approval from the Severn Sound Environmental Association Joint Municipal Services Board to renew the MOU originally dated November 23, 2011 (Schedule A to Township of Oro-Medonte By-Law No. 2011-182).

Background:

The MOU was developed, after a lengthy process facilitated by the Township staff and consultant, in order to agree on service delivery and agency responsibilities within the shared jurisdictional area of the Township draining to Severn Sound (approximately 52% of the Township). The SSEA Board considered signing the final MOU at a special meeting on September 21, 2011. The Township wishes to have confirmation that the MOU is continuing to provide a good working relationship between the three parties. They will be taking up the renewal at a Council meeting in early February.

The MOU has helped to establish responsibilities in the shared area and data exchange where necessary. It has included a discount of the levy charged by NVCA to the Township amounting to the SSEA 2011 municipal share for 2011 (\$29,490 “to increase on annual basis consistent with % NVCA Levy increase”).

The Township continues to be an ongoing, valued member of the SSEA, which was a condition of SSEA entering into the agreement.

Recommendation:

WHEREAS The tri-party Memorandum of Understanding continues to be of benefit to all three parties in establishing responsibilities within the Township;  
And WHEREAS the SSEA supports and benefits from the continuation of the MOU;  
BE IT RESOLVED: that the SSEA Joint Municipal Services Board supports renewal of the agreement for another three years (20014 to 2016 as per section h(7) of the MOU).