



**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 23rd, 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 17th, 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 APPROVED BUDGET	2013 YTD TO December	2012 YTD to December
Revenue			
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
Total Revenues	834,481	793,000	708,993
Expenditures			
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
Total Expenditures	754,694	689,061	711,718
Annual Surplus (Deficit)	79,787	103,939	(2,725)
Accumulated Surplus (Deficit), beginning of year		(329,385)	(306,012)
Prior Period Adjustment			(20,651)
Accumulated deficit, end of year		(225,446)	(329,388)

SSEA Balance Sheet Report

As of December 31, 2013

	2013 YTD TO December	2012 YTD to December
FINANCIAL ASSETS		
Accounts Receivable	201,393	149,255
Due from Related Parties		
Total Financial Assets	201,393	149,255
LIABILITIES		
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
Total Financial Liabilities	442,748	494,652
Net Financial Assets (Debt)	(241,355)	(345,397)
NON FINANCIAL ASSETS		
Tangible Capital Assets	14,107	14,107
Prepaid Expenses	1,804	1,905
Total Non Financial Assets	15,911	16,012
Accumulated Surplus (Deficit)	(225,444)	(329,385)

SSEA Financial Report

As of December 31, 2013

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

SSEA Financial Report

As of December 31, 2013

	2013 YTD TO December	2013 ANNUAL BUDGET	\$ BUDGET VARIANCE	% BUDGET VARIANCE	2012 YTD 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
Total 9030 ADMINISTRATION	104,814.19	120,339	15,524.81	12.90%	114,668.96
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
Total 9106 GIS BASE COVERAGES	49,230.88	56,625	7,394.12	13.06%	64,998.71
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
Total 9204 REQUESTS AND REVIEWS	15,644.89	20,000	4,355.11	21.78%	17,997.49
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
Total 9403 RURAL PROGRAMS	6,026.20	7,000	973.80	13.91%	10,502.12
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
Total 9531 MONITORING &SURVEILLANCE	38,000.00	38,000			34,655.61
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
Total 9535 MONITORING SUPPORT	13,808.50	14,000	191.50	1.37%	14,038.04
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)		
Total 9701 COMMUNICATIONS	33,927.52	32,000	(1,927.52)	(6.02%)	24,000.00
9999 PSAB ADJUSTMENTS					
1219 PAYROLL BENEFITS					8,485.00
3000 DEPRECIATION					9,810.00
Total 9999 PSAB ADJUSTMENTS					18,295.00
Total 990 SEVERN SOUND ENV ASSOC	(106,980.79)	(15,201)	91,779.79	(603.77%)	30,107.67
Total 92 SEVERN SOUND ENV ASSOC	(106,980.79)	(15,201)	91,779.79	(603.77%)	30,107.67
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 YTD TO December	2013 ANNUAL BUDGET	\$ BUDGET VARIANCE	% BUDGET VARIANCE	2012 YTD ACTUALS
2210 CONTRACTED SERVICE					192.33
3630 UNLEADED GAS					40.72
Total 9805 PENETANG CONST.WETLAND					
9813 HONEY HARBOUR SURVEY					
0230 PROV MINISTRY GRANT	(8,000.00)		8,000.00		
0282 CONTR-MUNICIPALITIES	(13,312.18)	(10,000)	3,312.18	(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	(12,858.25)	(128.58%)	12,267.16
Total 9813 HONEY HARBOUR SURVEY	1,546.07		(1,546.07)		
9818 WETLANDS EVALUATION PROJECT					
0282 CONTR-MUNICIPALITIES	(3,889.35)		3,889.35		(3,694.26)
0283 COMMUNITY/PRIVATE					(900.00)
1110 DISTRIBUTED LABOUR	2,858.38	5,723	2,864.62	50.05%	3,549.53
1210 DISTRIBUTED BENEFITS	1,030.97		(1,030.97)		1,006.56
3202 SUPPLIES & TOOLS					38.17
Total 9818 WETLANDS EVALUATION PROJE		5,723	5,723.00	100.00%	
9820 BEACH MONITORING PROJECT					
0282 CONTR-MUNICIPALITIES	(1,186.43)	(3,150)	(1,963.57)	62.34%	
1110 DISTRIBUTED LABOUR		2,000	2,000.00	100.00%	
Total 9820 BEACH MONITORING PROJECT	(1,186.43)	(1,150)	36.43	(3.17%)	
9822 NATURAL SHORELINES PROJECT					
0230 PROV MINISTRY GRANT					(7,752.50)
0282 CONTR-MUNICIPALITIES		(3,600)	(3,600.00)	100.00%	
1110 DISTRIBUTED LABOUR		2,500	2,500.00	100.00%	849.36
1210 DISTRIBUTED BENEFITS					339.74
2210 CONTRACTED SERVICE					203.52
Total 9822 NATURAL SHORELINES PROJEC		(1,100)	(1,100.00)	100.00%	(6,359.88)
9825 LAKE COUCHICHING PROJECT					
0282 CONTR-MUNICIPALITIES	(31,424.62)	(31,200)	224.62	(0.72%)	(46.81)
1110 DISTRIBUTED LABOUR	13,691.20	25,000	11,308.80	45.24%	
1210 DISTRIBUTED BENEFITS	2,139.38		(2,139.38)		
2210 CONTRACTED SERVICE	14,400.15		(14,400.15)		
3202 SUPPLIES & TOOLS	563.07		(563.07)		46.81
3630 UNLEADED GAS	630.82		(630.82)		
Total 9825 LAKE COUCHICHING PROJECT		(6,200)	(6,200.00)	100.00%	
9831 HEALTHY STREAMS PROJECT					
0230 PROV MINISTRY GRANT					2,225.50
3202 SUPPLIES & TOOLS					4,245.15
Total 9831 HEALTHY STREAMS PROJECT					6,470.65
9834 PREWORK					
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 YTD TO December	2013 ANNUAL BUDGET	\$ BUDGET VARIANCE	% BUDGET VARIANCE	2012 YTD ACTUALS
0261 FEDERAL GRANT					(2,309.00)
0282 CONTR-MUNICIPALITIES					(25.71)
0316 COST RECOVERIES		(61,000)	(61,000.00)	100.00%	
2210 CONTRACTED SERVICE					
3022 MILEAGE					672.37
3202 SUPPLIES & TOOLS					1,063.33
3630 UNLEADED GAS					2,545.76
Total 9834 PREWORK		(61,000)	(61,000.00)	100.00%	(24,267.37)
9836 RESERVOIR AREA PROJECT					
0282 CONTR-MUNICIPALITIES		(5,000)	(5,000.00)	100.00%	
Total 9836 RESERVOIR AREA PROJECT		(5,000)	(5,000.00)	100.00%	
9838 FISH HABITAT PROJECT					
0261 FEDERAL GRANT					(1,899.61)
1110 DISTRIBUTED LABOUR					1,500.00
3202 SUPPLIES & TOOLS					399.61
Total 9838 FISH HABITAT PROJECT					
9839 WELL SURVEY					
0283 COMMUNITY/PRIVATE					(208.59)
1110 DISTRIBUTED LABOUR					148.99
1210 DISTRIBUTED BENEFITS					59.60
Total 9839 WELL SURVEY					
9844 TREE DISTRIBUTION PROJECT					
0283 COMMUNITY/PRIVATE	(12,253.03)	(12,942)	(688.97)	5.32%	(12,031.29)
1110 DISTRIBUTED LABOUR	4,391.82	12,921	8,529.18	66.01%	4,024.16
1210 DISTRIBUTED BENEFITS	4.77		(4.77)		705.65
2210 CONTRACTED SERVICE	7,629.44		(7,629.44)		
3022 MILEAGE	114.91		(114.91)		248.83
3075 TELEPHONE	40.70		(40.70)		
3202 SUPPLIES & TOOLS	9.10		(9.10)		6,151.21
3610 VEHICLE REPAIRS & MAINTENANCE					901.44
3630 UNLEADED GAS	62.29		(62.29)		
Total 9844 TREE DISTRIBUTION PROJECT		(21)	(21.00)	100.00%	
9851 WOODLAND EVALUATION					
0282 CONTR-MUNICIPALITIES	(8,790.77)	(22,600)	(13,809.23)	61.10%	
1110 DISTRIBUTED LABOUR	3,330.47	15,000	11,669.53	77.80%	
1210 DISTRIBUTED BENEFITS	1,332.18		(1,332.18)		
2210 CONTRACTED SERVICE	3,224.77		(3,224.77)		
Total 9851 WOODLAND EVALUATION	(903.35)	(7,600)	(6,696.65)	88.11%	
9852 VICTORIA HARBOUR STP SURVEY					
0283 COMMUNITY/PRIVATE					(4,967.50)
Total 9852 VICTORIA HARBOUR STP SURVEY					(4,967.50)
9853 INLAND LAKES					
0230 PROV MINISTRY GRANT	(300.00)		300.00		
0261 FEDERAL GRANT	(1,154.50)		1,154.50		

SSEA Financial Report

As of December 31, 2013

	2013 YTD TO December	2013 ANNUAL BUDGET	\$ BUDGET VARIANCE	% BUDGET VARIANCE	2012 YTD 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
Total 9853 INLAND LAKES	284.08	(1,738)	(2,022.08)	116.35%	1,738.06
9854 EARLY RESPONSE PROJECT					
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
Total 9854 EARLY RESPONSE PROJECT					
9855 ER PROMOTION PROJECT					
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
Total 9855 ER PROMOTION PROJECT					
9856 SOURCE WATER IMPLEMENTATION					
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
Total 9856 SOURCE WATER IMPLEMENTATI					
9857 HABITAT RESTORATION PROJECT					
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 YTD TO December	2013 ANNUAL BUDGET	\$ BUDGET VARIANCE	% BUDGET VARIANCE	2012 YTD ACTUALS
Total 9857 HABITAT RESTORATION PROJEC		15,500	15,500.00	100.00%	
9858 RMO PROJECT					
0282 CONTR-MUNICIPALITIES	(16,408.66)	(84,607)	(68,198.34)	80.61%	
1110 DISTRIBUTED LABOUR	7,051.20	84,607	77,555.80	91.67%	
1210 DISTRIBUTED BENEFITS	1,684.48		(1,684.48)		
3075 TELEPHONE	108.88		(108.88)		
3202 SUPPLIES & TOOLS	633.05		(633.05)		
3610 VEHICLE REPAIRS & MAINTENANCE	4,415.70		(4,415.70)		
3630 UNLEADED GAS	2,515.35		(2,515.35)		
Total 9858 RMO PROJECT					
9859 STREAM RESTORATION PROJECT					
0230 PROV MINISTRY GRANT	(8,722.00)		8,722.00		
0282 CONTR-MUNICIPALITIES		(4,000)	(4,000.00)	100.00%	
0283 COMMUNITY/PRIVATE	(4,000.00)		4,000.00		
1110 DISTRIBUTED LABOUR	7,728.52	2,000	(5,728.52)	(286.43%)	
1210 DISTRIBUTED BENEFITS	1,548.59		(1,548.59)		
2110 AUDIT FEES	77.50		(77.50)		
2111 ADMIN FEES	77.50		(77.50)		
2210 CONTRACTED SERVICE	4,572.07		(4,572.07)		
3075 TELEPHONE	101.00		(101.00)		
3202 SUPPLIES & TOOLS	1,666.77		(1,666.77)		
3490 FACILITY RENTAL	250.00		(250.00)		
Total 9859 STREAM RESTORATION PROJEC	3,299.95	(2,000)	(5,299.95)	265.00%	
Total 990 SEVERN SOUND ENV ASSOC	3,040.32	(64,586)	(67,626.32)	104.71%	(27,386.04)
Total 94 SSEA IMPLEMENTATION PROJECTS	3,040.32	(64,586)	(67,626.32)	104.71%	(27,386.04)
Total 9 SEVERN SOUND	(103,940.47)	(79,787)	24,153.47	(30.27%)	2,721.63
Total	(103,940.47)	(79,787)	24,153.47	(30.27%)	2,721.63

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

	2013 Budget	Collected or Invoiced 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)
TOTAL REVENUES	434,865	440,834.12	\$83
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**

Deliverable	2013 Total Budget	2013 To Date	Balance
Administration			
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	
Sub total:	\$72,914	\$54,899.23	18,513.80
Salaries & Benefits			
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
Sub total:	\$346,750	\$273,442.56	73,307.44
Total (not incl. special projects):	\$419,664	\$328,341.79	91,821.24

FINANCIAL SUMMARY FOR 2013

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

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

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

Severn Sound Environmental Association							
2013 4TH QUARTER						THESE 2 COLUMNS ARE A BREAKDOWN OF THE CLOSING BALANCE	
2013 PER GL						CLOSING BALANCE DETAILS	
Project	OPENING BALANCE @ 12/31/12	FUNDS RECEIVED OR RECEIVABLE	EXPENDITURES	ADJUSTMENTS	CLOSING BALANCE	DEBIT BALANCE	DEFERRED REVENUE
802 - Ground Water Project	(1,998.90)				(1,998.90)		1,998.90
805 - Penetang Const Wetland	(4,133.16)				(4,133.16)		4,133.16
813 - Honey Harbour Survey	(92.18)	(21,220.00)	22,858.25		1,546.07	1,546.07	
818 - Wetlands Evaluation Pro	(5,723.20)		3,889.35		(1,833.85)		1,833.85
820 - Beach Monitoring	1,186.43	(1,963.57)			(777.14)		777.14
822 - Natural Shorelines Project	717.62				717.62	717.62	
825 - Lake Couchiching Project	(1,647.95)	(39,960.00)	31,424.62		(10,183.33)		10,183.33
837 - Sustainability Plan	0.00				0.00	0.00	
838 - Fish Habitat Project	(2,019.49)				(2,019.49)		2,019.49
841 - SWP Risk Assessment	-				-		
842 - Penetang Harbour Survey	-				-		
844 - Tree Distribution Project	(22,930.29)	(13,291.07)	12,253.03	1,038.04	(22,930.29)		22,930.29
846 - Early Action Project	0.00				0.00	0.00	
847 - Stewardship Project	-				-		
850 - Little Lake Mgt Plan	(803.58)				(803.58)		803.58
851 - Woodland Evaluation	903.35	(27,200.00)	7,887.42		(18,409.23)		18,409.23
852 - Victoria Harbour Survey	-	(4,967.50)		4,967.50	-		
853 - Inland Lakes	1,738.06	(3,854.50)	4,138.58		2,022.14	2,022.14	
854 - Early Response Project	(20,818.63)		20,818.63		-		
855 - ER Promotion Project	-				-		
856 - Source Water Implementation	(945.41)	(209,514.47)	207,934.63		(2,525.25)		2,525.25
857 - Habitat Restoration Project	(15,500.00)		11,292.58		(4,207.42)		4,207.42
858 - RMO Project	-	(78,472.77)	16,408.66		(62,064.11)		62,064.11
859 - Steam Restoration Project		(12,722.00)	16,021.95		3,299.95	3,299.95	
TOTALS	(72,067.33)	(413,165.88)	354,927.70	6,005.54	(124,299.97)	7,585.78	131,885.75
INACTIVE PROJECTS REMOVED:							
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						
TOTAL @ 12/31/12	197,560.25						

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 Budget	Collected or Invoiced 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			
TOTAL REVENUES	\$504,409	\$0	\$504,409
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 Budget	2014 To Date	Balance
Administration			
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
Sub total:	\$100,850	\$0	\$100,850
Salaries & Benefits			
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
Sub total:	\$353,559	\$0	\$353,559
Total (not incl. special projects):	\$454,409	\$0	\$454,409

FINANCIAL SUMMARY FOR 2014

	Budget	Actual	Remaining
Revenues	\$504,409	\$0	\$504,409
Expenditures	\$454,409	\$0	\$454,409
Balance to date	\$50,000	\$0	\$50,000

Special Projects (Salaries & benefits only)	\$155,211	\$0	\$155,211
Operational Salaries and Benefits	\$353,559	\$0	\$353,559
Total Salaries & benefits:	\$508,770		\$508,770

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).