



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION  
JOINT MUNICIPAL SERVICES BOARD  
2013 THIRD QUARTERLY MEETING  
October 17<sup>th</sup>, 2013  
Town of Midland Council Chambers  
Dominion Avenue  
Midland, ON  
Approved Minutes for Board**

Present	Councillor Ron Stevens Deputy Mayor Stephan Kramp Deputy Mayor Pat Marion Councillor Kelly Meyer Mayor Ray Millar Councillor Dave Ritchie Councillor Perry Ritchie Councillor Paul Wiancko Keith Sherman Gail Marchildon	SSEA Chair/Township of Severn Town of Midland Town of Penetanguishene Township of Oro-Medonte Township of Tiny Township of Tay Township of Springwater Township of Georgian Bay SSEA ED SSEA OM
Regrets	Councillor Andrew Hill	City of Orillia

**1. WELCOME**

Chair Ron Stevens welcomed the SSEA board 9:00 AM

**2. MOTION TO ADOPT AGENDA:**

Moved by: Ray Millar

Seconded by: Kelly Meyer

Motion: To adopt the agenda for October 17<sup>th</sup>, 2013 meeting of the SSEA Board of Directors be approved as amended to move Item # 8 recommendation to Item # 6 (iii).

**Carried.**

**3. PECUNIARY INTEREST DECLARATION**

None declared.

**4. REVIEW OF MINUTES AND PAST BUSINESS**

ii)

Moved by: Stephan Kramp

Seconded by: Pat Marion

Motion: That the minutes of the Second Quarterly SSEA Joint Services Board Meeting held on July 18<sup>th</sup>, 2013 be received and approved.

**Carried**

**In addition:**

**ii)**

Moved by: Ray Millar

Seconded by: Pat Marion

Motion: That the minutes of the Special Ad Hoc Committee meeting held on September 12<sup>th</sup>, 2013 be received and approved.

**Carried.**

**5. 2012 Draft Annual Report**

Moved by: Stephan Kramp

Seconded by: Pat Marion

Motion: That the 2012 Draft Annual Report be received and approved.

**Carried.**

**6. Third Quarterly Accounts**

**i)**

Moved by: Pat Marion

Seconded by: Stephan Kramp

Motion: That the Third Quarterly Balance Sheet be received and approved.

**ii)**

Moved by: Kelly Meyer

Seconded by: Paul Wiancko

Motion: That the Third Quarterly SSEA Statement of Operations be received and approved.

**iii)**

Recommended: That the revised Projected Municipal Revenue Budget 2014-2018 report be endorsed by the SSEA Board and this request be presented to each municipal Council by Keith Sherman.

No motion.

**Action Item #1**

The board directed Keith Sherman to revise Option #2 to include an additional \$25,000.00 to be shared by the 9 partner municipalities due to the increase in administration fees by the Town of Midland. Revised Revenue schedule to be sent to Adhoc committee for approval before making a new presentation to each municipality with new revised Option #2.

**iv)**

Moved by: Ray Millar

Seconded by: Dave Ritchie

Motion: That the Third Quarterly SSEA Financial Report be received and approved.

v)

Moved by: Pat Marion

Seconded by: Perry Ritchie

Motion: The the Third Quarterly Report of Confirmation of Accounts be approved and confirmed as paid

vi)

Moved by: Dave Ritchie

Seconded by: Kelly Meyer

Motion: That project Healthy Streams be moved to Inactive Projects as of the closing balance for 2012 and a new project be opened as Stream Restoration Project with the approved annual budget of \$4,000.00.

vii)

Moved by: Kelly Meyer

Seconded by: Dave Ritchie

Motion: That the Third Quarterly Report of Deferred Revenue be received and approved.

**Carried.**

viii)

Moved by: Pat Marion

Seconded by: Kelly Meyer

Motion: That the Third Quarterly Report Forecast of Revenues be accepted for information.

**Carried**

**7. Adjournment**

Moved by: David Ritchie

Seconded by: Kelly Meyer

Motion: To adjourn the SSEA meeting

**Carried.**

**Next meeting: The 4<sup>th</sup> Quarter SSEA meeting will be held on January 23, 2014 at 9:00 am at the Town of Midland Council Chambers.**

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Keith Sherman, Executive Director/ SSEA Chair Ron Stevens



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION**  
**Special Ad Hoc Committee Meeting**  
**2013-04**  
**November 19, 2013**  
**9:00 AM**  
**Town of Midland**  
**Midland, ON**  
**Approved Minutes for Committee**

<b>Present</b>	Councillor Ron Stevens Mayor Ray Millar Keith Sherman Councillor Kelly Meyer Deputy Mayor Pat Marion	SSEA Chair/Township of Severn Township of Tiny SSEA ED Township of Oro-Medonte Town of Penetanguishene
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Regrets	Councillor Paul Wiancko	Township of Georgian Bay
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**1. APPROVAL OF PAST MINUTES**

**MOTION:** To approve the minutes of the 3<sup>rd</sup> Strategic Planning Ad Hoc Committee meeting held on September 12, 2013.

Moved by Ron Stevens, seconded by Kelley Meyer. Carried

**2. WELCOME 9:00 AM**

Keith Sherman provided copies of the report to the Town of Midland General Committee on Management/non-union terms and conditions of employment and policy manual dated October 9, 2013. According to the report, the 2014 increase in salary for employees in this category will be 0%.

Keith Sherman also requested details of the additional staff report from the Town of Midland providing the rationale for the Town's request for an increase of \$25,000 for administrative costs (budget of \$30,000). After discussion it was decided to calculate the increase for both the planned surplus and the additional \$25,000 to be shared between the municipal partners according to the funding formula. Keith Sherman is to incorporate the rationale and show the calculation of the 2014 amounts requested for each municipality in the budget request letters to be sent out to each municipal partner.

**NEXT MEETING**

Next meeting: February 14, 2014 09:00 at the Town of Midland Dominion Board Room.

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Keith Sherman, Executive Director/ SSEA Chair Ron Stevens