



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION  
JOINT MUNICIPAL SERVICES BOARD  
2016 First QUARTERLY MEETING  
April 15, 2016 9:00 AM  
Approved Minutes**

**Present**

Councillor Jack Contin	Town of Midland
Councillor Barb Coutanche	Township of Oro-Medonte
Councillor Rob Kloostra	City of Orillia
Councillor Mike Lauder	Town of Penetanguishene
Councillor Ron Stevens	SSEA Chair/Township of Severn
Councillor Dave Ritchie	Township of Tay
Councillor Perry Ritchie	Township of Springwater
Deputy Mayor Steffen Walma	Township of Tiny
Councillor Paul Wiancko	Township of Georgian Bay
Keith Sherman	SSEA ED

**Regrets**

Gail Marchildon	SSEA Office Manager
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**1. WELCOME & CALL TO ORDER**

Chair Ron Stevens welcomed the SSEA board 9:00 AM

**2. ADOPT AGENDA:**

Moved by: Dave Ritchie

Seconded by: Rob Kloostra

Motion:

To approve the agenda of the 1<sup>st</sup> Quarterly SSEA Joint Services Board as presented.

Carried.

**3. APPROVAL OF PAST MINUTES**

Moved by: Paul Wiancko

Seconded by: Dave Ritchie

Motion: That the minutes of the First Quarterly Meeting of the SSEA Joint Services Board held on January 15, 2016 be received and approved.

Carried.

**4. SUSPEND THE SSEA MEETING TO ALLOW THE SEVERN SOUND SOURCE PROTECTION MEETING TO BE HELD**

Moved by: Dave Ritchie

Seconded by: Rob Kloostra

Motion: to suspend the SSEA Meeting to allow the Severn Sound Source Protection Meeting to be held.  
Carried.

**5. RECONVENE THE SSEA MEETING FOLLOWING THE SS SPA MEETING**

Moved by: Barb Coutanche

Seconded by: Paul Wiancko

Motion: to reconvene the SSEA Meeting following the SS SPA Meeting.

Carried.

**6. PRESENTATION OF DRAFT REPORT FROM KPMG AUDIT OF 2015**

Moved by: Barb Coutanche

Seconded by: Jack Contin

Motion: to receive the presentation on the draft financial report by KPMG and to approve the financial statement as presented.

Note that the final comment from the auditor was that SSEA was performing well.

**7. FIRST QUARTERLY FINANCIAL REPORTS FOR 2016**

Moved by: Paul Wiancko

Seconded by: Jack Contin

Motion:

To receive the following: draft First Quarterly SSEA Operations Revenues and Expenditures Report and the 2016 Forecast of Revenues as of April 15, 2016.

Carried.

Note that due to delays in the accounts for the 2015 year end, the reports were considered draft for information and that the Town of Midland was unable to provide approved reports from their accounting system.

**8. INVASIVE SPECIES MANAGEMENT (REQUESTED BY TWP OF TINY)**

Moved by: Dave Ritchie

Seconded by: Paul Wiancko

Motion: That the item be tabled to the next regular SSEA Board Meeting.

Carried.

**9. SSEA BOARD TO GO INTO CLOSED SESSION**

Moved by: Paul Wiancko

Seconded by: Perry Ritchie

Motion: That the SSEA Board go into closed session to consider a personnel matter.

Carried.

**10. SSEA BOARD TO LEAVE CLOSED SESSION**

Moved by: Dave Ritchie

Seconded by: Barb Coutanche

Motion: That the SSEA Board leave Closed Session at 11:30am.

Carried.

Moved by: Dave Ritchie

Seconded by: Barb Coutanche

Motion: That the SSEA Board approves the process of recruiting a new General Manager to start as soon as possible.

Carried.

#### 11. **ADJOURNMENT**

Moved by: Perry Ritchie

Motion: To adjourn the 2016 First Quarterly SSEA Joint Services Board meeting at 11:44 AM.

Carried.

Next meeting: The Second Quarterly SSEA Board meeting for 2016 will be held on July 15, 2016 at 9:00 am at the Town of Midland Council Chambers.

Handwritten signatures of Keith Sherman and Ron Stevens in blue ink.

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Keith Sherman, Executive Director/ SSEA Chair Ron Stevens