



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION  
JOINT MUNICIPAL SERVICE BOARD  
2019 Fourth Quarter Meeting  
January 30, 2020 – 9:00 a.m.  
AGENDA**

**Location: Township of Tay Council Chambers  
450 Park Street, Victoria Harbour**

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**1. WELCOME AND CALL TO ORDER**

**2. ADOPT AGENDA**

**3. DECLARATION OF PECUNIARY INTEREST**

**4. MINUTES**

**BUSINESS ARISING FROM THE MINUTES**

**5. ELECTION OF SSEA CHAIR AND VICE CHAIR**

**6. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING**


There is no SSSPA meeting scheduled for this agenda.

**7. RISK MANAGEMENT OFFICIAL/INSPECTOR UPDATE**

Staff Report No. 04-20-SSEA regarding an update as to the activities that have been undertaken by SS SPA and SSEA Risk Management staff during the SSEA Q4 of 2019.

**8. PRESENTATIONS:**

Presentation from the Risk Management Official/Risk Management Inspector regarding Proposed "Healthy Soils = Healthy Watershed = Healthy Economy" stewardship program update (*supported by Staff Report No. 08-20-SSEA*)



**9. SSEA Fourth Quarter 2019 Report** 

**10. SSEA FINANCIAL REPORTS**

10.1 Staff Report No. 01-20-SSEA from the Treasurer regarding SSEA Employee Group Benefit Plan Review. (*as presented to the Executive Committee on January 16, 2020*)

- 10.2 Staff Report No. 02-20-SSEA from the Treasurer regarding SSEA Staff Pay Equity and Market Review. *(as presented to the Executive Committee on January 16, 2020)*
- 10.3 Staff Report No. 03-20-SSEA from the Treasurer regarding the 2019 Fourth Quarter draft Financials.
- 10.4 SSEA 2020 municipal budget request updates.

## 11. SSEA CORPORATE ADMINISTRATION UPDATE

- 11.1 SSEA Procedural By-Law - Rules of Procedure for the Board of Directors of the Severn Sound Environmental Association 
- 11.2 Code of Conduct for Members of The Severn Sound Environmental Association Board Of Directors 
- 11.3 Staff Report No. 05-20-SSEA from SSEA Water Scientist regarding Sodium Exceedances in Local Surface and Groundwater
- 11.4 Staff Report No. 06-20-SSEA regarding an update on SSEA grant applications.
- 11.5 Staff Report No. 07-20-SSEA from the Invasive Species Program Coordinator and SSEA Wetlands & Habitat Biologist regarding SSEA Invasive Species Program Update.

## 12. EXECUTIVE DIRECTOR UPDATE

## 13. ANNOUNCEMENTS

## 14. CORRESPONDENCE

- a) Letter dated January 14, 2020 from Township of Tay Mayor Ted Walker regarding SSEA 2020 budget.

## 15. 2020 SCHEDULE OF MEETINGS

To be determined.

## 16. CLOSED SESSION

There are no closed session items for this agenda.

## 17. OTHER BUSINESS

## ADJOURN



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

**2019 Third Quarter Meeting**

**October 17, 2019**

**9:30 a.m. to 12:00 noon**

**Location: Township of Tay Council Chambers, 450 Park Street, Victoria Harbour**

**DRAFT MINUTES**

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**Present:**

SSEA Chair, Deputy Mayor Steffen Walma	Township of Tiny
SSEA Vice Chair, Councillor Paul Wiancko	Township of Georgian Bay Tay
SSEA Past Chair, Councillor Ron Stevens	Township of Severn
Councillor Jeff Bumstead	Township of Tay
Deputy Mayor Anita Dubeau	Town of Penetanguishene
Councillor Perry Ritchie	Township of Springwater
Councillor Ian Veitch	Township of Oro-Medonte

**Regrets:**

Councillor Carole McGinn	Town of Midland
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**Staff:**

Julie Cayley	Executive Director
Judy Limoges	Treasurer
Aisha Chiandet	Water Scientist
Robert Canning	Invasive Species Program Coordinator
Michelle Hudolin	Wetlands and Habitat Biologist
Cody Avery	Drinking Water Source Protection Asst.
Laurie Barron	Corporate Services Coordinator

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**1. WELCOME AND CALL TO ORDER**

Chair Walma called the meeting to order at 9:34 a.m.

**2. ADOPT AGENDA**

Motion: #43

Moved by: R. Stevens

Seconded by: I. Veitch

RESOLVED THAT: the SSEA Joint Services Board approve the 2019 Third Quarter Meeting dated October 17, 2019.

Carried;

**3. DECLARATION OF PECUNIARY INTEREST**

None declared

**4. APPROVAL OF PAST MINUTES**

Minutes of the Second Quarter meeting of the SSEA Joint Services Board held on July 18, 2019.

Motion: #44

Moved by: A. Dubeau                      Seconded by: R. Stevens

RESOLVED THAT: the SSEA Joint Services Board approve the minutes of the Second Quarterly meeting held on July 18, 2019.

Carried;

**5. BUSINESS ARISING FROM THE MINUTES**

None noted

**6. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING**

There was no SS SPA meeting scheduled for this agenda.

**7. RISK MANAGEMENT OFFICIAL/INSPECTOR UPDATE**

Staff Report No. 13-19-SSEA regarding an update of the activities that have been undertaken by SS SPA and SSEA Risk Management staff during the SSEA Q3 of 2019.

Motion: #45

Moved by: P. Ritchie                      Seconded by: P. Wiancko

RESOLVED THAT: Staff Report No. 13-19-SSEA regarding an update of the activities that have been undertaken by SS SPA and SSEA Risk Management staff during the SSEA Q3 of 2019 be received for information.

Carried;

**8. PRESENTATIONS****8.1 Fairlain Lake water levels and invasive species update.**

Aisha Chiandet, Water Scientist and Robert Canning, Invasive Species Program Coordinator.

Motion: #46

Moved by: R. Stevens                      Seconded by: I. Veitch

RESOLVED THAT: the presentation regarding Fairlain Lake water levels and invasive species update be received for information.

Carried;

**8.2 Copeland Creek Restoration – Bridge P5 update.**

Michelle Hudolin, Wetlands and Habitat Biologist

(this presentation was supported by Staff Report No. 14-19-SSEA)

Motion: #47

Moved by: R. Stevens

Seconded by: J. Bumstead

RESOLVED THAT: the presentation regarding Copeland Creek Free Flow Bridge P5 Stream Remediation Project be received for information.

Carried;

**9. STAFF REPORTS****9.1 Staff Report No. 14-19-SSEA from SSEA Wetlands and Habitat Biologist regarding Copeland Creek Restoration – Bridge P5 update.**

Motion: #48

Moved by: R. Stevens

Seconded by: I. Veitch

RESOLVED THAT: Staff Report No. 14-19-SSEA regarding the Copeland Creek Free Flow Bridge.

Carried;

**9.2 Staff Report No. 15-19-SSEA from SSEA Invasive Species Program Coordinator and Habitat Biologist regarding an Invasive Species update.**

Motion: #49

Moved by: P. Ritchie

Seconded by: P. Wiancko

RESOLVED THAT: Staff Report No. 15-19-SSEA from SSEA Invasive Species Program Coordinator and Habitat Biologist regarding an Invasive Species Update.

Carried;

**9.3 Staff Report No. 16-19-SSEA from the Executive Director and the Treasurer regarding Sustainable Severn Sound/SSEA integration.**

Motion: #50

Moved by: A. Dubeau

Seconded by: I. Veitch

RESOLVED THAT: Staff Report No. 16-19-SSEA from the Executive Director and the Treasurer regarding Sustainable Severn Sound/SSEA integration.

Carried;

**10. SSEA THIRD QUARTER 2019 REPORT**

Motion: #51

Moved by: P. Wiancko

Seconded by: J. Bumstead

RESOLVED THAT: the SSEA Third Quarter 2019 Report/Update be received for information.

Carried;

**11. SSEA FINANCIAL REPORT**

**11.1** Staff Report No. 17-19-SSEA from the Treasurer regarding the 2019 Third Quarter Financials.

Motion: #52

Moved by: R. Stevens

Seconded by: P. Ritchie

RESOLVED THAT: Staff Report No. 17-19-SSEA from the Treasurer regarding 2019 Third Quarter Financials be received for information.

Carried;

**11.2** Staff Report No. 18-19-SSEA from the Treasurer regarding SSEA Employee Group Benefit Plan Renewal November 1, 2019.

Motion: #53

Moved by: I. Veitch

Seconded by: J. Bumstead

RESOLVED THAT: Staff Report No. 18-19-SSEA from the Treasurer regarding the November 1, 2019 annual renewal report for the SSEA employee group benefit plan from Mosey @ Mosey be received for information.

Carried;

**11.3** Staff Report No. 19-19-SSEA from the Treasurer regarding SSEA Credit Card for Purchases.

Motion: #54

Moved by: A. Dubeau

Seconded by: R. Stevens

RESOLVED THAT: Staff Report NO. 19-19-SSEA regarding approval for the Executive Director to obtain credit card(s) for SSEA purchases and to work with the Township of Tay to establish a “purchasing card” policy, be approved.

Carried;

**12. EXECUTIVE DIRECTOR UPDATE REPORT**

Staff Report No. 20-19-SSEA from the Executive Director re: Executive Director’s Report – July 13 to October 1, 2019.

Motion: #55

Moved by: J. Bumstead

Seconded by: P. Ritchie

RESOLVED BY: the SSEA Board of Directors receives the Executive Director’s Report No. 20-19-SSEA for information.

**13. ANNOUNCEMENTS**

- SSEA Partners Reception (Date: November 7/19, Location: The Heights of Horseshoe Time: 6:30 p.m. to 9:30 p.m.) – by invitation only.
- Introduction of Cody Avery, SSEA Drinking Water Source Protection Assistant (PT)

**14. CORRESPONDENCE**

No correspondence for this agenda.

**15. CLOSED SESSION**

There were no closed session items for this agenda.

**16. OTHER BUSINESS**

- Julie Cayley, Executive Director advised that the 2018 SSEA Annual Report is now complete and has been sent to the printer. Each SSEA member municipality will receive 10 copies including a summary of the work completed in their municipality in 2018.

**ADJOURN**

Motion: #56

Moved by: I. Veitch

Seconded by: A. Dubeau

RESOLVED THAT: this meeting adjourn at 11:04 a.m. to meet again in January, 2020 (date to be determined), or at the call of the chair.

Carried;

\_\_\_\_\_  
Chair Steffen Walma

\_\_\_\_\_  
Executive Director, Julie Cayley

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2019.



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

**January 16, 2020 9:30 a.m.**

**Township of Tay, Council Chambers, Victoria Harbour  
DRAFT MINUTES**

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Present:

SSEA Chair, Deputy Mayor Steffen Walma	Township of Tiny
SSEA Vice Chair, Councillor Paul Wiancko	Township of Georgian Bay
SSEA Past Chair, Councillor Ron Stevens	Township of Severn
Julie Cayley	SSEA Executive Director
Judy Limoges	SSEA Treasurer
Laurie Barron	SSEA Coordinator, Corporate Services

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**1. FINANCIAL UPDATE - PAY EQUITY CARRY OVER**

Executive Staff Report No. 02-20-SSEA from the Treasurer regarding SSEA staff Pay Equity and Market Review.

*Recommendation approved by the Executive.*

RESOLVED THAT: Staff Report No. 02-20-SSEA, regarding approval for the transfer of funds designated in the 2019 budget to reserve in order to complete the mandatory Pay Equity and Market Review for SSEA staff in 2020 be received and;

FURTHER THAT: the Executive Committee forward their recommendation to the Board of Directors on January 30, 2020.

**2. SSEA EMPLOYEE POLICY MANUAL REVIEW**

The draft SSEA Employee Policy Manual was reviewed. The Policy will be presented to the Board of Directors for their approval once it has been completed.

**3. REVIEW OF SSEA EMPLOYEE BENEFITS PACKAGE**

Executive Staff Report 01-20-SSEA from Judy Limoges, Treasurer regarding SSEA Employee Group Benefit Plan Review

*Recommendation approved by the Executive.*

RESOLVED THAT: Staff Report No. 01-20-SSEA from the Treasurer regarding a SSEA Employee Group Benefit Plan Review be received; and



FURTHER THAT: the SSEA Executive Director, through consultation with Mosey & Mosey group benefits plan broker, review employee benefit options that reduce cost savings while maintaining the integrity of the plan; and

THAT: the Executive Committee forward their recommendation to the Board of Directors on January 30, 2020.

**4. BOARD CODE OF CONDUCT/POLICY MANUAL**

The SSEA Board Code of Conduct/Policy Manual was reviewed by the Executive Committee and will be forwarded to the Board of Directors on January 30, 2020.

**5. SSEA BOARD PROCEDURAL BY-LAW**

The SSEA Board Procedural By-law was reviewed by the Executive Committee and will be forwarded to the Board of Directors on January 30, 2020.

**6. SSS MERGER DISCUSSION/UPDATE**

This item will be discussed further once the budget implications have been established. Municipal budget approval \$'s.

Discussion regarding establishing an Ad-Hoc committee to ensure the work the SSS has done to date is not lost – i.e., Climate Change. The Chair advised the Milestone 3 has been completed by the County and has been delivered back to the municipalities for action/planning purposes.

The meeting concluded at 11:05 a.m.



**Severn Sound Environmental Association  
2019 Fourth Quarterly Meeting (Q4)**

**STAFF REPORT**

**No:** 04-20-SSEA  
**Date:** January 30<sup>th</sup>, 2020  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Melissa Carruthers, Risk Management Official /  
Risk Management Inspector

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**SUBJECT: Severn Sound Source Protection Authority (SS SPA) Drinking Water  
Source Protection Update and SSEA Risk Management Services  
Update**

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**APPLICABLE STRATEGIC PLAN GOALS:**

**Goal 1: Sound Science**

- Continue to offer exceptional services as the Source Protection Authority for Severn Sound

**Goal 2: Supportive Partnerships**

- Strengthen & build relationships for the implementation of Part IV of the Clean Water Act
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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 04-20-SSEA regarding an update as to the activities that have been undertaken by SS SPA and SSEA Risk Management staff during the SSEA Q4 of 2019 be received for information.**

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Purpose of Staff Report

The purpose of this report is to provide an update on the activities that Severn Sound Source Protection Authority staff and SSEA Risk Management staff have completed during the SSEA fourth quarter of 2019.

### Background

Under the *Clean Water Act, 2006* the SSEA is one of the Source Protection Authorities within the South Georgian Bay Lake Simcoe Source Protection Region (SGBLS SPR) and work with our member municipalities as well as the District

Municipality of Muskoka to implement the Drinking Water Source Protection (DWSP) Program.

Historically staff of the SSEA has been delegated by 8 municipalities (District Municipality of Muskoka, Townships of Georgian Bay, Severn, Oro-Medonte, Tay, Tiny, and Towns of Midland and Penetanguishene) to preform risk management services on behalf of their municipality under Part IV of the *Clean Water Act*. To date that work has included verifying significant drinking water threats (SDWTs) via phone calls, surveys, and site visits and if a SDWT was found, staff have started the process of negotiating risk management plans. Answering inquiries from the general public or municipal staff and commenting on development proposals is also a large part of what the risk management staff does.

### Analysis:

SSEA thanked Cody Avery for his hard work in the short term/part time contract as the Drinking Water Source Protection Assistant.

SPA – During the SSEA fourth quarter (government fiscal third quarter) of 2019 Source Protection Authority staff has completed the following tasks:

- Attended 4 meetings/teleconferences
- Continuing to support municipalities in updating Assessment Reports for new or changing water systems
- Commented on changes to the Directors Technical Rules
- Involved in Source Protection Committee member replacement, at a local municipal level and regionally for public and economic members

RMO - During the fourth quarter of 2019 risk management staff has completed the following tasks:

- Commented on 13 development applications, answered 5 inquiries, issued 4 CWA S.59 Notices to proceed, attended 1 pre-consultation meeting, and conducted 23 site visits

Prepared by:

*Original Signed by*

Melissa Carruthers, Risk Management  
Official / Risk Management Inspector

Approved for Submission by:

*Original Signed by*

Julie Cayley, Executive Director

Attachment:

Status of Risk Management Plans in the Severn Sound Area table

Status of Risk Management Plans in the Severn Sound Area – As of December 31, 2019

Municipality	RMPs agreed to total	# of Prohibitions put in place	RMPs outstanding as of Oct 1, 2019	# of RMPs no longer required (removed)	RMPs outstanding as of Dec 31, 2019	RMPs/Pro in progress	# of parcels affected by RMPs/Pro in progress
Georgian Bay			0		0		
Midland	2		19	2	17	13	12
Oro-Medonte			3	2	1	1	1
Penetangusihene	2		2		2	1	1
Severn			14	4	10	3	3
Tay	1		1		1	1	1
Tiny	1	270	21		21	5	9
<b>Total</b>	<b>6</b>	<b>270</b>	<b>60</b>		<b>52</b>	<b>24</b>	<b>27</b>
<i>Pro = Prohibition</i>							
<i>RMPs = Risk Management Plans</i>							

# Healthy Soils = Healthy Watershed = Healthy Economy



## OMAFRA's Places to Grow: Agri-food Innovation Initiative Application

*Melissa Carruthers, RMO/RMI, SSEA, January 30<sup>th</sup>, 2020  
SSEA Board*



**Tiny**  
TOWNSHIP OF/CANTON DE



*Township of Oro-Medonte*  
Proud Heritage, Exciting Future

*Township of Springwater*



# Background on Fund

- OMAFRA's *Places to Grow: Agri-food Innovation Initiative* – Soil Health and Water Quality: Outreach, Education and Advisory Services
- Township of Tiny directed to this fund by Parliamentary Assistant (PA) to Minister of Agriculture Randy Pettapiece during AMO deputation; August 20, 2019
- Further directed to fund at Agriculture Round Table meeting with MPP Dunlop and PA Pettapiece; October 16, 2019
- AMO follow up letter from PA Pettapiece directing Township to fund; November 19, 2019
- Tiny asked SSEA to pursue fund through the Committee of the Whole Recommendation #364/19; December 11, 2019
- Intake for application submission (Jan 6-27, 2020)



# Challenges

- Determining lead applicant
- Determining partners due to arms length criteria
- Administration issues
- SSEA structure and eligibility



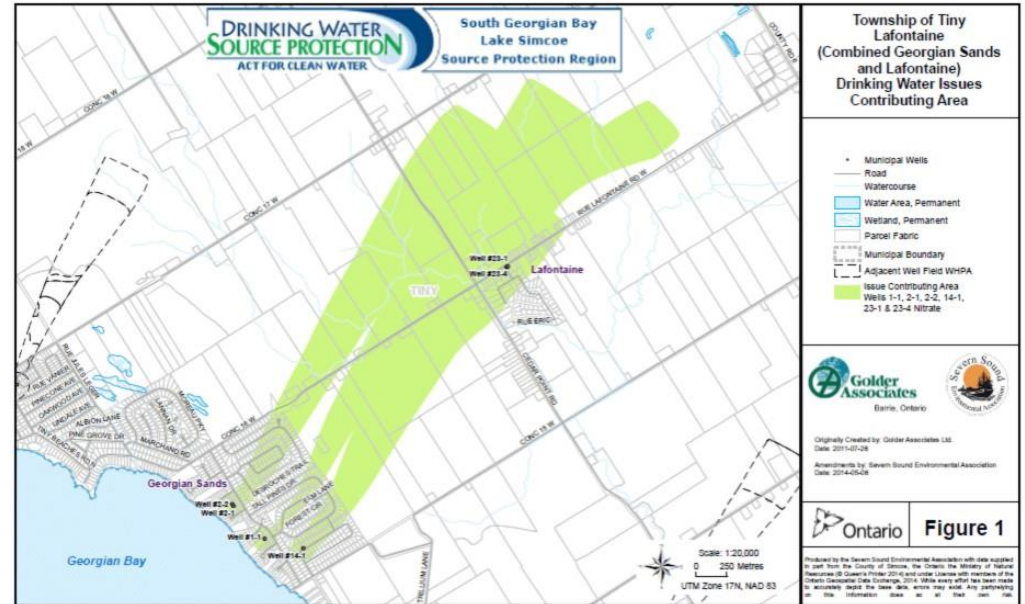
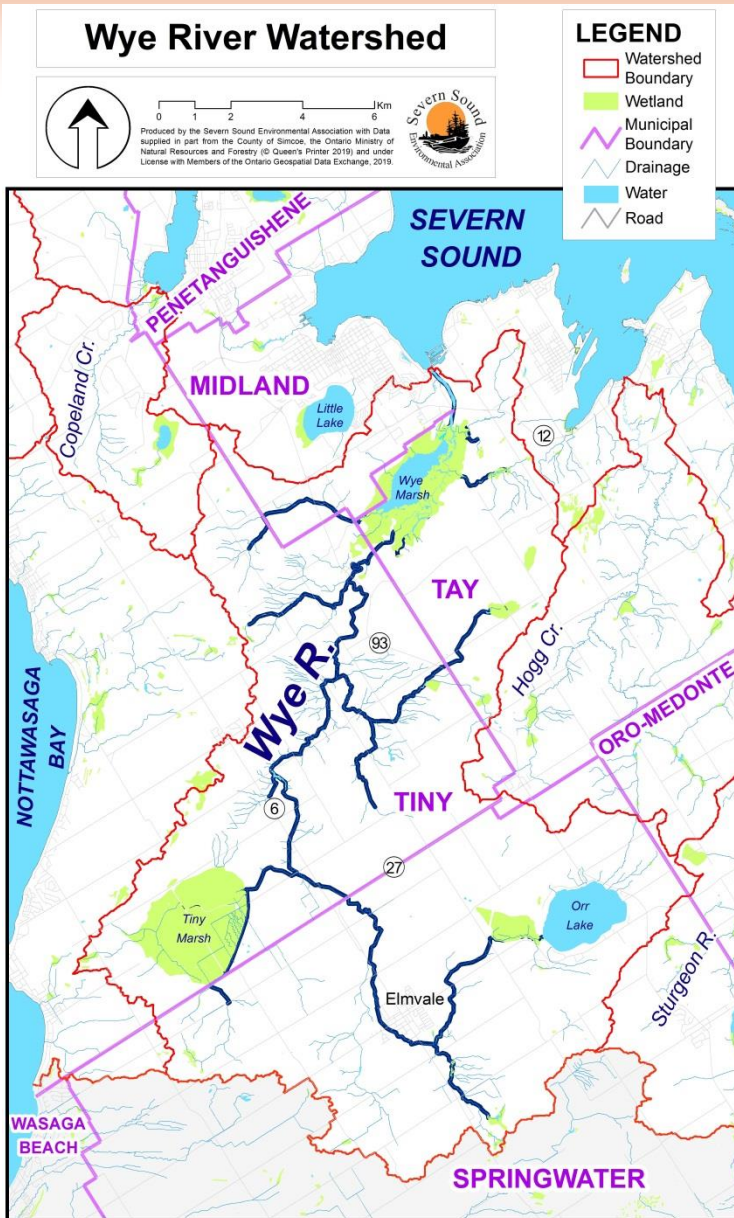
# Project Overview

- Improving water quality through working with agricultural land owners in North Simcoe to explore and encourage adoption of soil health better management practices
- Promote actions (i.e. cover crops, grid soil sampling, tracking soil health and nutrient efficiencies, tillage practices, monitoring) that demonstrate on-farm soil and water quality best management practices (BMP) and encourage adoption through education, mentoring and outreach
- Collaborating with farmers, farm organizations, land owners and experts, a project working group will be formed.
- Activities include demonstrations, tours, peer to peer networking, workshops, outreach and will complement existing resources like the 4R Stewardship initiative, Better Management Practices and Farm Health Check-up
- Three year project: Tiny to pilot, expand to other municipalities within Severn Sound watershed





# Issue



# Anticipated Partners

- Severn Sound Environmental Association (lead project coordination and implementation)
- Local municipalities; Tiny to pilot, other municipalities in the Severn Sound Watershed to follow
- North Simcoe Soil and Crop Improvement Association
- Economic Development Corporation of North Simcoe
- Working group to consist of (proposed) -
  - Members of the OMAFRA soil team
  - North Simcoe Soil and Crop Improvement Association
  - Agriculture and Agri-Food Canada
  - Simcoe County Federation of Agriculture
  - Soil Conservation Council of Canada
  - staff of the SSEA
  - members of the Township of Tiny



# Anticipated Budget

Total project cost over a three year period (2020, 2021, 2022)		
		Total Cost
Human Resources	\$262,209.36	
Vehicle/Travel	\$23,400.00	
Communications	\$15,000.00	
Demo days/Soil Champion	\$5,250.00	
Equipment	\$7,500.00	
Misc	\$5,900.00	
	<u>Subtotal</u>	<u>\$319,259.36</u>
	15% inkind	<u>\$47,888.90</u>
		<u>\$271,370.46</u>
	75% OMAFRA request	\$203,527.84
	25% ask of TWP	\$67,842.61
		\$22,614.20

***\$67,842.61 over three years is \$22,614.20 /year***

# Value of Project

## Value

- Improve Soil Health and Water Quality which protects the health of the local community and economy
- Agricultural producers are on board to change practices (i.e. soil sampling, cover crops)
- Working together to ensure water quality is protected
- Interest already building from local organizations, government experts, and local landowners to form a project development and implementation working group
- In North Simcoe County, agriculture and agribusiness are significant to the economy and culture



# Thank You!



[www.severnsound.ca](http://www.severnsound.ca)  
Twitter: @SSEA\_SSRAP



**Melissa Carruthers**  
705-534-7283 ext. 205  
[mcarruthers@severnsound.ca](mailto:mcarruthers@severnsound.ca)



**Severn Sound Environmental Association  
2019 Fourth Quarterly Meeting (Q4)**

**STAFF REPORT**

**No:** 08-20-SSEA  
**Date:** January 30<sup>th</sup>, 2020  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Melissa Carruthers, Risk Management Official /  
Risk Management Inspector

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**SUBJECT: Proposed “Healthy Soils = Healthy Watershed = Healthy Economy”  
stewardship program update**

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**APPLICABLE STRATEGIC PLAN GOALS:**

**Goal 1: Sound Science**

- Stay on top of new and emerging issues/opportunities/connections (human health connections, emerging contaminants, etc.)

**Goal 2: Supportive Partnerships**

- Re-engage the rural agricultural community
- Investigate opportunities for early intervention to support landowner and partner efforts designed to improve environmental quality
- Explore opportunities to improve water & land stewardship

**Goal 4: An Exceptional Organization**

- Explore grant opportunities for SSEA, and for SSEA in partnership with others
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**RECOMMENDATION:**

**RESOLVED THAT:** Staff Report No. 08-20-SSEA regarding an update on the status of application to OMAFRA’s *Places to Grow: Agri-food Innovation Initiative – Soil Health and Water Quality: Outreach, Education and Advisory Services* fund by the Severn Sound Environmental Association be received for information.

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### Purpose of Staff Report

The purpose of this report is to provide an update on the status of application to OMAFRA's *Places to Grow: Agri-food Innovation Initiative – Soil Health and Water Quality: Outreach, Education and Advisory Services* fund by the Severn Sound Environmental Association.

### Background

This fund is being pursued at the advice of Randy Pettapiece, Parliamentary Assistant to the Minister of Agriculture. In August, SSEA staff accompanied the Township of Tiny to AMO, where a more robust project was presented and the Township was directed to apply. There was further direction by PA Pettapiece at an agricultural round table that was held in Midland in October and again in his AMO follow-up letter in November. At AMO the project was pitched as both an education and outreach project, as well directly working with farmers to implement on-the-ground projects through cost-share funding. The project has since been scaled back to accommodate this particular fund's priorities and a realistic ask of cash contributors.

### Analysis/Discussion:

This project will focus on improving water quality through working with agricultural land owners in North Simcoe to explore and encourage adoption of soil health management practices. There is opportunity to support Ontario's Made-in-Ontario Environment Plan (EFP) and Ontario's Agricultural Soil Health and Conservation Strategy while mitigating risks to surface and ground water. The project promotes actions (i.e. cover crops, grid soil sampling, tracking soil health and nutrient efficiencies, tillage practices, monitoring) that demonstrate on-farm soil and water quality best management practices (BMPs), encourages adoption through education, mentoring and outreach, and motivates implementation. Collaborating with farmers, farm organizations, land owners and experts, a project working group will be formed. Proposed activities include demonstrations, tours, peer-to-peer networking, and outreach, and will complement existing resources like the 4R Stewardship initiative, BMPs and Farm Health Check-up. It is anticipated the project will be initially piloted in Tiny Township and expanded to the other municipalities in the Severn Sound Watershed in years two and three.

### Financial Implications:

This particular fund is a reimbursement program where SSEA will have to incur all costs initially and submit for payment where 75% of the total project cost can be reimbursed. The Township of Tiny has agreed, in principal, to fund the remaining 25% in year one with the intent that in years two and three, additional municipalities will help to cover the outstanding costs.

Prepared by:  
*Original signed by*  
Melissa Carruthers, Risk Management  
Official / Risk Management Inspector

Approved for Submission by:  
*Original signed by*  
Julie Cayley, Executive Director



**Severn Sound Environmental Association  
2019 Fourth Quarterly Meeting (Q4)  
January 30, 2020  
STAFF REPORT**

**No:** 01-20-SSEA  
**Date:** January 30, 2020  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Judy Limoges, Treasurer

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**Subject: SSEA EMPLOYEE GROUP BENEFIT PLAN – REVIEW**  
*(as presented to the Executive Committee on January 16, 2020)*

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**APPLICABLE STRATEGIC PLAN GOALS:**  
**Goal 4: An Exceptional Organization**

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**RECOMMENDATION:**

**RESOLVED THAT:** the SSEA Board of Directors receive Staff Report No. 01-20-SSEA from the Treasurer regarding a SSEA Employee Group Benefit Plan Review and;

**FURTHER THAT:** the SSEA Executive Director, through consultation with Mosey & Mosey group benefits plan broker, to determine and implement employee benefit options that provide fiscal sustainability while maintaining the integrity of the plan.

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Purpose of Staff Report

The purpose of this staff report is to request the approval of SSEA Board of Directors to support the Executive Director to determine and implement employee benefit options through consultations with plan broker, Mosey & Mosey that reduce the budget impact (provide cost savings) while continuing to take care of SSEA staff.

Background

SSEA continues to be part of a multi-employer consortium plan consisting of municipalities and municipal organizations developed by Mosey & Mosey and LAS. The plan allows SSEA to achieve reduced costs by obtaining volume discounts and reduced administrative costs.



As presented to the Board October 17, 2019, the current (2020) annual cost of the employee group benefit plan is \$47,529 (up from \$44,471 in 2019, an increase of \$3,058 or 6.9%) and is covered/included in the approved 2020 SSEA budget. As a cost that continues to grow, finding ongoing savings in this plan while continuing to take care of staff, is important to SSEA. Discussions have taken place with Mosey & Mosey with the goal of maintaining the integrity of the plan while reducing financial risk.

Prepared and submitted by:

Approved for Submission by:

*Original signed by*  
Judy Limoges, Treasurer

*Original signed by*  
Julie Cayley, Executive Director



**Severn Sound Environmental Association  
2019 Fourth Quarterly Meeting (Q4)  
January 30, 2020**

**STAFF REPORT**

**No:** 02-20-SSEA  
**Date:** January 30, 2020  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Judy Limoges, Treasurer

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**SUBJECT: PAY EQUITY AND MARKET REVIEW – SSEA STAFF**  
(as presented to the Executive Committee January 16, 2020)

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**APPLICABLE STRATEGIC PLAN GOALS:**  
**Goal 4: An Exceptional Organization**

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**RECOMMENDATION:**

**RESOLVED THAT:** Staff Report No. 02-20-SSEA, regarding approval for the transfer of funds designated in the 2019 budget to reserve in order to complete the mandatory *Pay Equity and Market Review* for SSEA staff in 2020 be received and;

**FURTHER THAT:** the Board of Directors approves the transfer of funds to complete the *Pay Equity and Market Review* for SSEA staff.

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Purpose of Staff Report

The purpose of this report is to seek direction from the Board Executive to support the transfer of \$13,521.00 currently unspent in the 2019 budget to reserve to be used in 2020 to fund a Pay Equity and Market Review for SSEA staff.

Background

Given the demands experienced by SSEA during 2019, the Pay Equity and Market Review was not able to be completed in 2019. Plans will be developed during 2020 to complete this task. As discussed during the budget process, Pay Equity is a legislated requirement and has never been done for SSEA staff. Also discussed during budget is the fact that there is no budget allocation for potential payouts that may result from this review. These funds (payouts) would be required to complete the required review.

Prepared and submitted by:  
*Original signed by*  
Judy Limoges, Treasurer

Approved for Submission by:  
*Original signed by*  
Julie Cayley, Executive Director



**Severn Sound Environmental Association  
2019 Fourth Quarterly Meeting (Q4)**

**STAFF REPORT**

**No:** 03-20-SSEA  
**Date:** January 30, 2020  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Judy Limoges, Treasurer

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**SUBJECT: 2019 FOURTH QUARTER DRAFT FINANCIALS**

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**APPLICABLE STRATEGIC PLAN GOALS:  
Goal 4: An Exceptional Organization**

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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 03-20-SSEA regarding the 2019 Fourth Quarter Draft Financials be received as information.**

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Purpose of Staff Report

The purpose of this report is to provide the board with the fourth quarter 2019 draft financials.

Background

Please be advised that the 2019 fourth quarter financial report is DRAFT and UNAUDITED. There are adjustments that still need to be made as we proceed through the year end accounting process to the completion of the audited financial statements.

Adjustments that are not included in this report are accounts receivable accruals, accounts payable accruals, vacation/payroll accruals and distributions, prepaid expenses, recording of deferred revenue and audit adjustments.

As you are aware, the lack of information with regard to Source Water funding from the Province caused significant concern for SSEA. The SSEA team was especially diligent during 2019; carefully monitoring spending and finding savings wherever possible. The Source Water funding from the province was not confirmed until July, so works on this project were scaled back in 2019 to compensate for the potential of no funding from the province. This reflects as an increased labour cost in core SSEA in 2019 and a corresponding decrease in the Source Water project. Not all revenue and expenses have been recorded for this project yet. The unfavourable variance is expected to be

approximately \$60,000. Hopefully, savings in other areas will help to offset this cost; unfilled vacancies, payroll savings, etc.

The yearend audit typically takes place in March 2019. Audited Financial Statements will subsequently be presented to the Board.

Prepared by:  
*Original signed by*  
Judy Limoges, Treasurer

Approved for Submission by:  
*Original signed by*  
Julie Cayley, Executive Director

Attachment: 2019 Fourth Quarter Draft Financials

SEVERN SOUND ENVIRONMENTAL ASSOCIATION (SSEA)  
FINANCIAL REPORT  
For the Twelve Months Ending December-31-19

	2019		2019		2018
	YTD Actual	Annual Budget	Variance \$	Actual/Budget %	Actual
<b>SSEA CORE OPERATIONS</b>					
GENERAL REVENUE	(538,920)	(572,796)	(33,876)	94.0%	(535,679)
UNDISTRIBUTED PAYROLL EXPENSE	205,661	110,186	(95,475)	187.0%	109,958
ADMINISTRATION/OVERHEAD	72,222	139,193	66,971	52.0%	103,909
GIS BASE COVERAGES	95,771	86,901	(8,870)	110.0%	82,298
RISK MANAGEMENT	0	16,829	16,829	0.0%	0
REQUESTS & REVIEWS	9,422	33,116	23,694	28.0%	5,594
RURAL PROGRAMS	0	11,944	11,944	0.0%	18,061
MONITORING & SURVEILLANCE	68,224	94,132	25,908	72.0%	100,174
MONITORING SUPPORT	22,108	20,400	(1,708)	108.0%	21,860
WATER SCIENTIST	64,310	60,095	(4,215)	107.0%	51,118
PSAB ADJUSTMENTS	0	0	0	0.0%	10,763
<b>TOTAL SSEA CORE OPERATIONS</b>	<b>(1,202)</b>	<b>0</b>	<b>1,202</b>	<b>0.0%</b>	<b>(31,944)</b>
<b><u>SSEA IMPLEMENTATION PROJECTS</u></b>					
GROUND WATER PROJECT					
Revenues	0	(2,500)	(2,500)	0.0%	(4,453)
Expenses	20	2,500	2,480	1.0%	1,501
HONEY HARBOUR SURVEY					
Revenues	(15,088)	(13,926)	1,162	108.0%	(15,396)
Expenses	10,331	13,926	3,595	74.0%	15,742
WETLANDS EVALUATION PROJECT					
Revenues	0	0	0	0.0%	(1,926)
Expenses	99	0	(99)	0.0%	1,295
INLAND LAKES					
Revenues	(20,923)	(33,581)	(12,658)	62.0%	(10,208)
Expenses	16,838	33,581	16,743	50.0%	12,249
TREE DISTRIBUTION PROJECT					
Revenues	(19,073)	(17,000)	2,073	112.0%	(15,614)
Expenses	21,629	17,000	(4,629)	127.0%	17,469
RMO PROJECT					
Revenues	(72,624)	(90,780)	(18,156)	80.0%	(75,128)
Expenses	95,837	90,780	(5,057)	106.0%	102,640

SEVERN SOUND ENVIRONMENTAL ASSOCIATION (SSEA)  
FINANCIAL REPORT  
For the Twelve Months Ending December-31-19

	2019		2019		2018
	YTD Actual	Annual Budget	Variance \$	Actual/Budget %	Actual
<b>SOURCE WATER IMPLEMENTATION</b>					
Revenues	(40,558)	(119,193)	(78,635)	34.%	(105,710)
Expenses	39,599	119,193	79,594	33.%	105,916
<b>VICTORIA HARBOUR WTP SURVEY</b>					
Revenues	(8,504)	(7,691)	813	111.%	(7,662)
Expenses	8,126	7,691	(435)	106.%	7,662
<b>INVAISVE SPECIES</b>					
Revenues	(52,244)	(54,000)	(1,756)	97.%	(46,191)
Expenses	38,979	54,000	15,021	72.%	46,191
<b>CITIZEN SCIENTIST</b>					
Revenues	0	0	0		0
Expenses	0	0	0	0.%	839
<b>FISH COMMUNITY EVALUATION</b>					
Revenues	0	0	0	0.%	(2,600)
Expenses	0	0	0	0.%	5,326
<b>HABITAT RESTORATION</b>					
Revenues	(174,863)	(10,013)	164,850	1,746.%	(2,973)
Expenses	173,863	10,013	(163,850)	1,736.%	2,973
<b>COMMUNITY STEWARDSHIP PROJECT</b>					
Revenues	0	0	0		0
Expenses	0	0	0		0
<b>COASTAL MAPPING PROJECT</b>					
Revenues	0	0	0		0
Expenses	0	0	0		0
<b>TOTAL SSEA IMPLMENTATION PROJECTS</b>					
	<b>1,444</b>	<b>0</b>	<b>(1,444)</b>	<b>0.%</b>	<b>31,942</b>
<b>TOTAL SSEA OPERATING (SURPLUS)/DEFICIT</b>					
	<b>242</b>	<b>0</b>	<b>(242)</b>	<b>0.%</b>	<b>(2)</b>

21/01/2020

**Draft Report Only - Year-end adjusting entries are outstanding.**



**Severn Sound Environmental Association  
2019 Fourth Quarterly Meeting (Q4)**

**STAFF REPORT**

**No:** 05-20-SSEA  
**Date:** January 30, 2020  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Aisha Chiandet, Water Scientist

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**SUBJECT: Update on Sodium Concentrations in Local Surface and Groundwater**

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**APPLICABLE STRATEGIC PLAN GOALS:**

**Goal 1: Sound Science**

- Continue the commitment to current monitoring programs to measure sodium concentrations
- 

**RECOMMENDATION:**

**RESOLVED THAT:** the Board of Directors receive Staff Report No. 05-20-SSEA regarding an update on sodium exceedances in in Local Surface and Groundwater; and

**FURTHER THAT:** SSEA communicate sodium results to the appropriate municipalities (Midland, Springwater, Oro-Medonte, Tay, Severn); and

**FURTHER THAT:** SSEA work with the health unit, Ministry of Environment, Conservation and Park and municipalities to determine the best options for informing the public; and

**FURTHER THAT:** SSEA investigate programs like “Smart About Salt” to provide training for municipal and private contractor staff on strategies to reduce de-icing salt usage.

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Purpose of Staff Report

To update the Board on sodium concentrations in non-municipal water supplies, and in local surface and groundwater, and recommend that results be communicated directly

to appropriate municipalities, and through SSEA platforms, in partnership with the health unit.

### Background

For individuals on sodium-restricted diets, sodium consumed through drinking water can be problematic as it contributes to overall daily intake. As such, individuals should be made aware that their water may be a source of sodium. At concentrations above 20 mg/L, a drinking water source can be considered a source of additional dietary sodium, and physicians may consider this source when offering advice to patients.

In addition to having potential human health implications, high sodium concentrations generally coincide with high chloride concentrations, which can have effects on aquatic ecosystems. Recent studies have shown chloride may have chronic toxicity effects on invertebrates at lower concentrations than previously thought. Thus it is possible that benthic invertebrates and zooplankton in Severn Sound waterways are being impacted.

Through several SSEA water quality monitoring programs, including Provincial Groundwater Quality Monitoring (PGMN), Inland Lakes Monitoring, and Severn Sound Open Water Monitoring, samples are analyzed for sodium concentrations. Each of these programs involves sampling water sources that could potentially be used for domestic consumption, which includes both surface water and groundwater sources. Note that PGMN wells are not directly used for consumption, however some people may be accessing the same aquifer via their private water wells. There is a mechanism through the Ontario Drinking Water System Regulation 170/03 for reporting sodium concentrations from municipal and non-municipal drinking water sources when samples exceed 20 mg/L to local physicians via the Simcoe Muskoka District Health Unit (SMDHU). Results from other sources (e.g. geological surveys) are not prescribed to be communicated through the same formal process.

According to the SMDHU, information on sodium concentrations is used in accordance with the Ministry of Health document entitled *Assessing and Responding to Notifications of Provincial Groundwater Monitoring Results, 2017*. For adverse municipal drinking water reports on sodium under Reg. 170, drinking water operators are required to communicate exceedances to the health unit. There is a regularly updated list on the physician portal section of their website of drinking water systems that have had exceedances of sodium for physicians to utilize when offering advice to patients on sodium-reduced diets.

### Analysis:

#### *Surface Water*

Sodium concentrations exceeded 20 mg/L (seasonal average >20 mg/L) in the following inland lakes:

Little Lake (Midland) – last sampled 2018, awaiting additional 2019 results, will be re-sampled in 2020

Orr Lake (Springwater) – last sampled 2015, will be re-sampled in 2020

Lake Couchiching (Severn) – last sampled 2013, awaiting additional 2019 results



In Severn Sound, open water samples from Sturgeon Bay and downstream of Port Severn (Rope Subdivision water intake, Tay) were often above 20 mg/L on individual sampling dates, although the seasonal average was below 20 mg/L.

#### *Groundwater*

A monitoring well on Bass Lake Sdrd west of Line 8N (Oro-Medonte) also showed sodium results above 20 mg/L in 2018, and has hovered at or just under the guideline since monitoring began in 2005. The SMDHU has been made aware of these results in the past. None of the other PGMN wells sampled by SSEA have exceeded the guideline since monitoring began. An update will be provided once 2019 results are received.

These results have implications for individuals on salt restricted diets who may be using any of the aforementioned water sources for consumption. The above information has been shared with the SMDHU, along with raw data and a sampling location map.

While difficult to pinpoint exact sources of sodium, it is widely accepted that road salt is the primary contributing factor in increasing concentrations across the province.

The impact to the 2020 budget involves staff time required to communicate the above information to appropriate municipalities and through SSEA platforms. There is also a requirement for staff time involved in continuing monitoring activities, which is currently accounted for in the 2020 budget.

#### Recommendations:

- SSEA communicate sodium results to the appropriate municipalities (Midland, Springwater, Oro-Medonte, Tay, Severn).
- SSEA work with the SMDHU, Ministry of Environment, Conservation and Park and municipalities to determine the best options for informing the public.
- SSEA investigate programs like “Smart About Salt” to provide training for municipal and private contractor staff on strategies to reduce de-icing salt usage.

Prepared by:  
*Original signed by*  
Aisha Chiandet, Water Scientist

Approved for Submission by:  
*Original signed by*  
Julie Cayley, Executive Director



**Severn Sound Environmental Association  
2019 Fourth Quarterly Meeting (Q4)**

**STAFF REPORT**

**No:** 06-20-SSEA  
**Date:** January 30<sup>th</sup>, 2020  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Robert Canning, Invasive Species Program Coordinator; Michelle Hudolin, Wetlands & Habitat Biologist; Aisha ChianDET, Water Scientist; Melissa Carruthers, Risk Management Official / Risk Management Inspector

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**SUBJECT: SSEA Grant applications update**

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**APPLICABLE STRATEGIC PLAN GOALS:**

- Goal 1: Sound Science**
  - Goal 2: Supportive Partnerships**
  - Goal 3: An Engage & Informed Community**
  - Goal 4: An Exceptional Organization**
- 

**RESOLVED THAT: Staff Report No. 06-20-SSEA regarding SSEA grant application update be received for information.**

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Purpose of Staff Report

To update the Board on applications SSEA has made to granting organizations that would impact budget and workload in 2020.

Background

The SSEA has five outstanding grant applications that are either currently pending approval for 2020 or are in the process of being submitted:

- 1) **OMAFRA Healthy Soils Healthy Watershed:**  
**Fund:** OMAFRA's Places to Grow: Agri-food Innovation Initiative – Soil Health and Water Quality: Outreach, Education and Advisory Services  
**Total Applied For:** approximately \$320,000 over three years  
**Description:** Improving water quality through working with agricultural land owners in North Simcoe to explore and encourage adoption and promote action of soil health better management practices.  
**Impact:** Increase SSEA resources and reconnect with the agricultural community to help improve/maintain water quality.

- 2) Ministry of Environment, Conservation and Parks Canada-Ontario Great Lakes Agreement/Great Lakes Strategy (COA/GLS)**  
**Total Applied For:** \$230,600 over four years  
**Description:** Two part program a) Severn Sound Open Water Quality Monitoring – monitoring and reporting on the environmental quality of Severn Sound open waters and b) Upper Wye River - intensive monitoring study and long term water quality analysis of the Wye River, and implementation of remedial actions to reduce nutrient and sediment loads.  
**Impact:** a) Increase staff resources and capabilities related to open water sampling and reporting, and improve understanding of environmental conditions that trigger algal blooms. b) Implementing stewardship actions that focus on healthy soils and reducing nutrient/sediment loads to the Upper Wye River will improve understanding of the effectiveness of these actions, and enhance adoption of across the watershed.
- 3) Fisheries and Oceans Habitat Stewardship Program (HSP) for Aquatic Species at Risk:**  
**Total Applied For:** \$100,000 over three years  
**Description:** Shoreline stabilization, removal of deposited sediments and fish spawning reef installation to improve historical Lake Sturgeon juvenile and spawning habitat within the Sturgeon River.  
**Impact:** Increase staff resources and build upon SSEA capabilities related to fisheries restoration and recovery activities to benefit overall Severn Sound fish stocks
- 4) Fisheries and Oceans Habitat Stewardship Program (HSP) for Terrestrial Species at Risk [application pending]:**  
**Total Applying For:** approximately \$100,000 over three years  
**Description:** Targeted phragmites removal within wetlands in the Severn Sound area to support Blanding's Turtle and terrestrial species at risk recovery.  
**Impacts:** Increase staff resources, contribute to Severn Sound native species restoration and improve SSEA abilities to eradicate large scale invasive species populations.
- 5) Eastern Georgian Bay Initiative (Ganawenim Meshkiki):**  
**Total Applied For:** \$433,520 over five years (partnership; \$191,620 ask for SSEA portion)  
**Description:** Concurrent phragmites mapping/removal and Blanding's turtle restoration within the Wye Marsh Provincial Wildlife Area, in partnership with Friends of Wye Marsh Inc.  
**Impacts:** Increase staff resources and improve SSEA abilities to eradicate large scale invasive species populations.

Analysis:

The SSEA works independently and in partnership with numerous community organizations to secure external funding in order to support special projects and core operations that are covered by the Strategic Plan. It is worth mentioning that many of the grants listed above are very competitive, with large catchment regions and a large number of applicants.

Approximately 380 staff hours were spent on fundraising related activities in 2019, which represents roughly 3% of total staff time. An estimated \$1.4 million worth of grant and sponsorship money was applied for or requested in 2019. SSEA received or was approved for almost \$170,000 and declined or ineligible for \$238,000. Just under \$950,000 of the value is still pending for 2020, the majority of which is described in this Staff Report. Note: some of the grants are for more than one year.

Prepared by:  
Original signed by

Approved for Submission by:  
Original signed by

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Robert Canning, IS Program Coordinator  
Aisha Chiandet, Water Scientist  
Michelle Hudolin, Wetlands & Habitat Biologist  
Melissa Carruthers, Risk Management Official/  
Risk Management Inspector

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Julie Cayley, Executive Director



**Severn Sound Environmental Association  
2019 Fourth Quarterly Meeting (Q4)**

**STAFF REPORT**

**No:** 07-20-SSEA  
**Date:** January 30, 2020  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Robert Canning, Invasive Species Program Coordinator; Michelle Hudolin, Wetlands & Habitat Biologist  
**SUBJECT: SSEA Invasive Species Program Update**

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**APPLICABLE STRATEGIC PLAN GOALS:**

- Goal 1: Sound Science**
  - Goal 2: Supportive Partnerships**
  - Goal 3: An Engaged & Informed Community**
  - Goal 4: An Exceptional Organization**
- 

**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 07-20-SSEA, regarding the SSEA Invasive Species Program update be received for information.**

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Purpose of Staff Report

The purpose of this report is to provide an update on the key activities and accomplishments of the SSEA Invasive Species Program in the fourth quarter of 2019.

Background

In 2017, the SSEA launched a dedicated Invasive Species Program to address public and municipal concerns regarding non-native species establishment within the Severn Sound watershed. Since then, the SSEA has worked to reduce the ecological, economic and social impacts of invasive species, while fostering regional partnerships and community relations. The program has expanded to now include participation by six SSEA member municipalities: Georgian Bay, Midland, Penetanguishene, Severn, Tay and Tiny.

#### **Q4 Accomplishments**

Key accomplishments in the fourth quarter of 2019 include:

- **Monitoring-** Completed yearly public land invasive species monitoring programs for all six participating municipalities; analyzed monitoring results to identify specific vulnerabilities and recommend actions to mitigate the most significant impacts of invasive species within each municipality; created individualized draft Municipal Invasive Species Reports
- **Outreach and Education-** Recycled dried phragmites stalks harvested during a community removal event to create bee hotels (take-home pollinator habitat for participants of the Georgian Bay Honey Bee Festival); trained members from the local chapter of Ontario Maple Syrup Producers Association in the identification of common invasive forest pests and the use of specialised invasive species removal equipment during a guided event at a local woodlot; facilitated a substantial donation of free IS outreach/hand-out materials from the Ontario Federation of Anglers and Hunters; verified resident-submitted images for positive identification of invasive species
- **Developed Partnerships-** Engaged community partners, including the Métis Nation of Ontario and the Friends of Wye Marsh Inc. Stewardship Committee, in proposed invasive species management and native habitat restoration projects
- **Funding-** Applied for \$433,520 of additional funding to supplement municipal contributions to the Invasive Species Program (partnership; \$191,620 ask for SSEA portion); preparing to apply for ~\$200,000 of additional external grants (partnership; ~\$100,000 ask for SSEA portion); proposed projects will support invasive species removal and native habitat restoration throughout the Severn Sound watershed

#### **Analysis and Discussion**

Invasive Species Program activities conducted during the fourth quarter of 2019 were focused on completing field monitoring activities, processing collected data, applying for external funding and preparing equipment for 2020, while continuing to provide a valuable information resource to the public. Actions completed during this period will be used to directly inform work planning and recommended steps for 2020. Anticipated priorities for the SSEA Invasive Species Program in 2020 include: increased emphasis on invasive species removal activities, additional opportunities for community training sessions and working with municipal staff to implement strategic actions identified within the Severn Sound Invasive Species Strategy.

Prepared by:  
*Original signed by*  
Robert Canning, Invasive Species  
Program Coordinator  
Michelle Hudolin, Wetlands & Habitat Biologist

Approved for Submission by:  
*Original signed by*  
Julie Cayley, Executive Director

# TAY TOWNSHIP

450 Park Street  
PO Box 100  
Victoria Harbour, Ontario  
L0K 2A0



January 14, 2020

Via email and mail

Severn Sound Environmental Association  
PO BOX 460  
489 Finlayson Street,  
Port McNicoll, ON  
L0K 1R0

Attn: Julie Cayley, Executive Director

## **Re: 2020 Budget Request**

Dear Ms. Cayley:

Thank you for your organization's November 21<sup>st</sup>, 2019 budget presentation to Tay Council respecting your 2020 core budget request in the amount of \$117,537.

In recognition of your organization's work and the amount of time left before the 2020 Budget is to be implemented, Council has agreed to approve the budget request for 2020. Council also directed staff to make Severn Sound Environmental Association aware of concerns they have, as well as their request for additional information.

As a small municipality, Council strives to keep our annual budgetary increases to a minimum, as for each \$90,000 added to our municipal budget, our tax rate increases by 1%. SSEA's 2020 request alone, which is \$41,600 or 55% greater than 2019, increases our 2020 tax requirement by almost ½%. While the work done by SSEA is important to our community, there are a number of other vital municipal services that Tay also has a financial obligation to support. Tay takes a conservative approach when compiling our annual budget, often by phasing-in service level increases over multiple years or by actively sourcing grants from higher levels of government to help meet our ongoing capital needs. It is understood that this budget reflects the Board's plan to become a more sustainable, robust organization and you should be commended for your efforts on this forward thinking model; however Council wants to ensure that the Board conducts its operations using a prudent and cost-conscious approach that they can be proud to support.

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In regards to the 2020 Budget, Council would like to receive more detailed information on areas that have contributed to the overall increase for 2020. They did not feel there was enough information in the presentation for them to understand what the main drivers were for the increases. Council also would like the budget information segregated for activities/services that are discretionary versus activities/services that are mandatory for the Municipality to provide. It is requested that this information to be provided by June 30<sup>th</sup> so that discussion can begin well in advance of the budget process.

**Council is aware that the current projections for SSEA include an increase in 2021 and at this time do not anticipate that they could approve this further increase as projected.**

We hope you can respect Council's position on this matter, as we sincerely value the tremendous work that you do in protecting our most prized asset, Georgian Bay and the watershed. We hope that our future together is a long and prosperous one.

In closing, Council considered your request during their 2020 Budget deliberations and following discussion passed the following resolution at their December 18<sup>th</sup>, 2019 Council meeting:

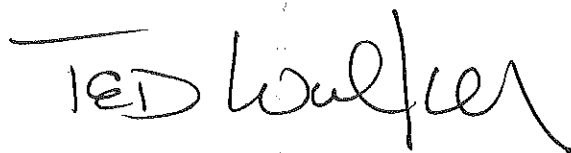
**That the 2020 Core Budget request of \$117,537 from Severn Sound Environmental Association which includes a budget for Sustainable Severn Sound, be approved.**

**Carried.**

Should you have any questions, please feel free to contact us. We look forward to receiving your response.

Yours truly,

**THE CORPORATION OF THE TOWNSHIP OF TAY**



Ted Walker  
Mayor

cc: Member Municipalities (email only)