



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
JOINT MUNICIPAL SERVICE BOARD
2019 Fourth Quarter Meeting
January 30, 2020 – 9:30 a.m.
MINUTES
Location: Township of Tay Council Chambers
450 Park Street, Victoria Harbour**

Present:

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

Regrets:

SSEA Past Chair, Councillor Ron Stevens	Township of Severn
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Staff:

Melissa Carruthers	Risk Management Official/ Inspector
Lex McPhail	IT Manager/GIS Applications Specialist
Judy Limoges	Treasurer
Aisha Chiandet	Water Scientist
Robert Canning	Invasive Species Program Coordinator
Michelle Hudolin	Wetlands and Habitat Biologist
Laurie Barron	Corporate Services Coordinator

1. WELCOME AND CALL TO ORDER

Chair Walma called the meeting to order at 9:35 a.m.

2. ADOPTION

Motion: #2020-1

Moved by: J. Bumstead

Seconded by: C. McGinn

RESOLVED THAT: the SSEA Joint Services Board approve the 2019 Fourth Quarter Meeting Agenda dated January 30, 2020 as amended to include under New Business:

- Sustainable Severn Sound discussion– requested by Councillor J. Bumstead
- Ratification of November 29/19 Electronic vote regarding SSEA signing authorities for the National Bank – requested by Chair Walma.

Carried

3. DECLARATION OF PECUNIARY INTEREST

None declared

4. MINUTES

4.1 SSEA Joint Services Board Third Quarter Minutes dated October 17, 2019.

Motion: #2020-2

Moved by: J. Bumstead

Seconded by: C. McGinn

RESOLVED THAT: the SSEA Joint Services Board approve the minutes of the Third Quarterly meeting held on October 17, 2019.

Carried

4.2 SSEA Executive Meeting Minutes held on January 16, 2020

Motion: #2020-3

Moved by: P. Wiancko

Seconded by: J. Bumstead

RESOLVED THAT: the SSEA Joint Services Board receive the minutes of the SSEA Executive meeting held on January 16, 2020.

Carried

BUSINESS ARISING FROM THE MINUTES**None noted**

SSEA 2019 Chair Walma stepped down.

Pro Tem Chair Melissa Carruthers, SSEA Risk Management Official/Risk Management Inspector conducted the election portion of the meeting.

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

Melissa Carruthers, Pro Tem Chair reviewed the election procedures.

Appointment of Scrutineers

Motion: #2020-4

Moved by: J. Bumstead

Seconded by: I. Veitch

RESOLVED THAT: Judy Limoges and Robert Canning be appointed as scrutineers for this 2020 Election of SSEA Officers; and

THAT: the ballots be destroyed after the election process.

Carried

Nominations for the Position of Chair

Anita Dubeau and Paul Wiancko nominated Steffen Walma for the position of Chair for 2020.

Affirmation of nomination

Steffen Walma affirmed he would be willing to run for the position of Chair for 2020.

Pro Tem Chair Melissa Carruthers called for further nominations three times. No further nominations were put forward.

Motion: #2020-5

Moved by: P. Ritchie

Seconded by: A. Dubeau

RESOLVED THAT: nominations for the position of SSEA Board Chair be closed.

Carried

Election of SSEA Chair Result

Steffen Walma was acclaimed as SSEA Chair for 2020.

Nominations for the Position of Vice Chair

Steffen Walma nominated Paul Wiancko for the position of Vice Chair.

Affirmation of nomination

Paul Wiancko affirmed he would be willing to run for the position of Vice Chair for 2020.

Pro Tem Chair Melissa Carruthers called for further nominations three times. No further nominations were put forward.

Motion: #2020-6

Moved by: J. Bumstead

Seconded by: C. McGinn

RESOLVED THAT: nominations for the position of SSEA Board Vice Chair be closed.

Carried

Election of SSEA Vice Chair Result

Paul Wiancko was acclaimed as SSEA Vice Chair for 2020.

Motion: #2020-7

Moved by: J. Bumstead

Seconded by: P. Ritchie

RESOLVED THAT: the Severn Sound Environmental Joint Municipal Service Board has elected and/or appointed for the year 2020 SSEA Officers as follows:

Chair: Steffen Walma

Vice Chair: Paul Wiancko

Carried

Chair Walma resumed the chair's seat.

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.04-20-SSEA regarding an update of the activities that have been undertaken by SSSPA and SSEA Risk Management staff during the SSEA Q4 for 2019.

Motion: #2020-8

Moved by: J. Bumstead

Seconded by: C. McGinn

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

Carried

8. PRESENTATIONS:

Presentation from the Risk Management Official/Risk Management Inspector regarding Healthy Soils = Healthy Watershed project. (supported by Staff Report No. 08-20-SSEA)

Motion: #2020-9

Moved by: P. Wiancko

Seconded by: A. Dubeau

RESOLVED THAT: the presentation and 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.

Carried

9. SSEA Fourth Quarter 2019 Report

Motion: #2020-10

Moved: P. Ritchie

Seconded by: I. Veitch

RESOLVED THAT: the Fourth Quarter 2019 report presented by Melissa Carruthers, be received for information.

Carried

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*)

Motion: #2020-11

Moved by: C. McGinn

Seconded by: P. Wiancko

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 improve cost savings while maintaining the integrity of the plan.

Carried

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)*

Motion: #2020-12

Moved by: J. Bumstead

Seconded by: A. Dubeau

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.

Carried

10.3 Staff Report No. 03-20-SSEA from the Treasurer regarding the 2019 Fourth Quarter draft Financials.

Motion: #2020-13

Moved by: C. McGinn

Seconded by: I. Veitch

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

Carried

10.4 SSEA 2020 municipal budget request updates.
The Board Members provided updates on the SSEA's 2020 budget request.

Chair Walma stepped down from the chair's seat

Vice Chair Paul Wiancko chaired this portion of the meeting

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

Chair Walma put forth a proposal to the members that the SSEA Board of Directors add two additional meetings to the scheduled 2020 Board of Directors meetings.

Revised Motion: #2020-14

Moved by: P. Ritchie

Seconded by: I. Veitch

RESOLVED THAT: the Severn Sound Environmental Association By-Law - Rules of Procedure for the Board of Directors of the Severn Sound Environmental Association be approved; and

THAT: the Executive Director report back to the board regarding the preparation of SSEA meeting highlights for each board meeting to be distributed to the SSEA members for their municipal council's information; and

FURTHER THAT: the addition of two extra board meetings for 2020 be considered.

Carried

Chair Walma resumed the chair's seat.

11.2 Code of Conduct for Members of the Severn Sound Environmental Association Board Of Directors

Motion: #2020-15

Moved by: A. Dubeau

Seconded by: I. Veitch

RESOLVED THAT: the Code of Conduct for Members of The Severn Sound Environmental Association Board of Directors be approved; and

THAT: the Code of Conduct Acknowledgement be signed by each Board Member.

Carried

11.3 Staff Report No. 05-20-SSEA from SSEA Water Scientist regarding Sodium Exceedances in Water Supplies update.

Motion: #2020-16

Moved by: P. Ritchie

Seconded by: J. Bumstead

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

FURTHER THAT: SSEA Communicate sodium results to the appropriate municipalities (Midland, Springwater, Oro-Medonte, Tay, Severn) and the County of Simcoe; and

FURTHER THAT: SSEA work with the Health Unit, Ministry of Environment, Conservation and Parks, the County of Simcoe and municipalities to determine the best options for informing the public; and

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.

Carried

11.4 Staff Report No. 06-20-SSEA regarding an update on SSEA grant applications.

Motion: #2020-17

Moved by: J. Bumstead

Seconded by: A. Dubeau

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

Carried;

11.5 Staff Report No. 07-20-SSEA from the Invasive Species Program Coordinator regarding SSEA Invasive Species Program Update.

Motion: #2020-18

Moved by: P. Wiancko

Seconded by: J. Bumstead

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

Carried

12. EXECUTIVE DIRECTOR UPDATE

The Executive Director was not present at this meeting.

13. ANNOUNCEMENTS

None noted.

Councillor P. Ritchie left the meeting at 11:30 a.m.

14. CORRESPONDENCE

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

15. 2020 SCHEDULE OF MEETINGS

Motion: #2020-19

Moved by: J. Bumstead

Seconded by: I. Veitch

RESOLVED THAT: the Board of Directors approves the following schedule of SSEA Board of Directors meetings for 2020. Meetings will be held from 9:00 a.m. to 12:00 noon at a location to be determined.

- Fourth Quarterly Meeting: January 30, 2020
- Additional Meeting: February 27, 2020 (Source Water Protection & BOD)
- First Quarterly Meeting: April 16, 2020
- Second Quarterly Meeting: July 16, 2020
- Third Quarterly: October 15, 2020

Carried

16. CLOSED SESSION

There were no closed session items for this agenda.

17. OTHER BUSINESS

17.1 Sustainable Severn Sound and SSEA merger status.

Discussion concluded that a report will be placed on the April 16, 2020 board meeting agenda for further consideration.

17.2 Ratification of November 29/19 Electronic vote regarding SSEA signing authorities for the National Bank

Motion: # 2020-20

Moved by: C. McGinn Seconded by: A. Dubeau

RESOLVED THAT: the 2019 Electronic Vote Motion#: SEV1-19-SSEA taken on November 29, 2019 regarding SSEA signing authorities for the National Bank be approved.

Carried

ADJOURN

Motion: #2020-21

Moved by: I. Veitch Seconded by: C. McGinn

RESOLVED THAT: this meeting of the SSEA Board of Directors held on January 30, 2020 adjourn at 11:40 a.m. to meet again on Thursday February 27, 2020 or at the call of the chair.

Carried

Original signed by

Original signed by

Chair Steffen Walma

Executive Director, Julie Cayley

Approved this 13th day of March, 2020.